

Julie James AS/MS  
Y Gweinidog Tai a Llywodraeth Leol  
Minister for Housing and Local Government



Llywodraeth Cymru  
Welsh Government

Eich cyf/Your ref  
Ein cyf/Our ref

Local Authority Chief Executives  
LABC Cymru  
Chief Executive, LABC  
Chair, National Fire Chiefs Council  
Chair, Association of Consultant Approved Inspectors  
Construction Industry Council Approved Inspectors Register

21 July 2020

Dear Colleagues

I am writing to you to draw your attention to the publication of revised “Building Regulations and Fire Safety Procedural Guidance”. The guidance covers the way in which building control bodies consult with the fire and rescue services on plans for building work and also covers the arrangements for the handover of fire safety information.

The guidance, published by Local Authority Building Control (LABC) with the National Fire Chiefs Council (NFCC) and the Association of Consultant Approved Inspectors (ACAI) in conjunction with the UK Joint Regulators Group, can now be found on the LABC website here:

<https://www.labc.co.uk/business/resources/building-regs-fire-safety-procedural-guidance>

Article 45 of the Regulatory Reform (Fire Safety Order) 2005 (“the Fire Safety Order”) and Regulation 12 of the Building (Approved Inspector) Regulations 2010 (as amended) set out requirements respectively for local authorities and Approved Inspectors to consult the enforcing authority under the Fire Safety Order on plans for building work.

Regulation 38 of the Building Regulations 2010 (as amended) sets requirements for the handover of fire safety information by the person undertaking the work to the Responsible Person under the Fire Safety Order.

The revised guidance clarifies the procedural steps building control bodies should take to ensure effective consultation, based on the existing legislative requirements, which are unchanged.

Welsh Ministers recommend that building control bodies should follow this guidance as good practice.

Enquiries relating to this circular letter should be addressed to:

enquiries.brconstruction@Gov.Wales

Yours sincerely



**Julie James AS/MS**  
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Minister for Housing and Local Government

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Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.