



Understanding fire safety responsibilities

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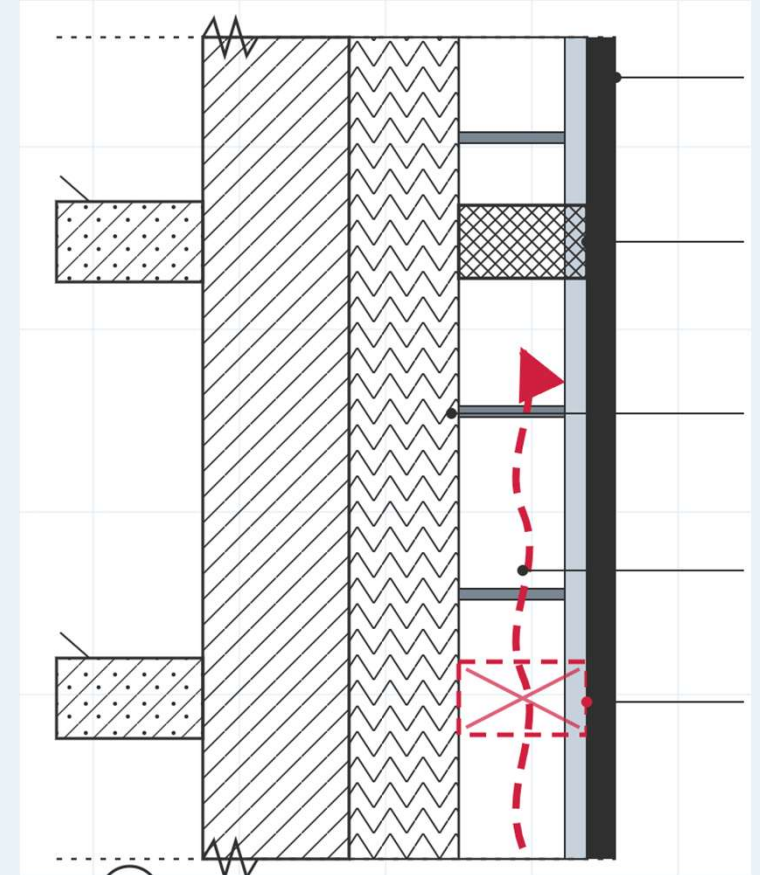


Fire Safety: Closing the Gaps

Evidence and Decisions for Scotland's
Existing Buildings

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Who We Are

Independent Building Surveyors with In-House Specialist Fire Engineering Expertise

Current Expertise

Building Surveying Services

Fire Engineering Consultancy

Chartered Engineer application in progress

Planned by End of Q1 2027

Project Management and Contract Administration

Dilapidations, Schedules of Condition and Lease Advice

Stock Condition Surveys

RICS firm regulation in progress



The Right Guidance for the Building

Scotland's legal context comes first. Assessment methods support it.

Domestic

Scottish SBA Standards and Specification

For buildings within the cladding programme

PAS 9980:2026

External wall appraisal methodology*

BS 9792:2025

Housing fire risk assessment, where applicable

Non-Domestic

Scottish Government Fire Safety Guidance

Select the guidance for the premises:

Existing Non-Residential Premises

Premises with Sleeping Accommodation

Existing Care Homes

Existing Specialised Housing

*Confirm the 2026 edition and its application under the Scottish SBA standards.

When a Single Building Assessment Applies

The Scottish cladding programme has defined eligibility and assessment requirements.

Check the Building

- Flatted residential building
- 11 metres or more
- External wall system present
- Built or developed from 1 June 1992 to 1 June 2022

If It Is In Scope

- Confirm eligibility and programme route
- Commission the required SBA process
- Provide access, records and coordination
- Act on urgent and longer-term findings

An SBA combines the external wall appraisal and a fire risk assessment.

RCI can advise on scope and process, drawing on experience of Scottish Government requirements.

Fire Safety Responsibilities by Setting

The legal route changes with the premises, but identified risks still need action.

Setting	What the Responsible Organisation Needs to Do
Domestic housing	Use the relevant housing guidance; commission an SBA only where programme criteria apply.
Non-domestic or workplace	Assess fire risk, put appropriate measures in place and keep the assessment valid.
HMO, care or specialised housing	Use the sector guidance and confirm the duties that apply to the service and premises.

Responsibility cannot be delegated away by appointing a consultant.

The Non-Domestic Dutyholder Cycle

Employers and others with control of premises must manage the risk from fire.

01

Assess

Identify hazards, people at risk and existing precautions.

02

Act

Put proportionate fire safety measures and an action plan in place.

03

Record

Keep the significant findings and management arrangements where required.

04

Review

Check validity regularly and whenever changes or safety issues arise.

The dutyholder remains responsible when specialist advice is commissioned.

Review Timing Follows Risk and Change

Scottish fire safety law does not set one universal annual cycle for every premises.

Review Regularly

Confirm that the assessment remains valid and actions are progressing.

Review After Change

Alterations, occupancy, work processes, new equipment, a fire, a near miss or known shortcomings.

Set a Review Programme

Six-monthly, annual or longer cycles may suit different risks. Record the reason and triggers.

A review may be brief. A new full assessment is needed when the existing one no longer supports the decision.

BS 9997 Fire Risk Management Systems

A structured system helps larger organisations turn assessments into controlled action.

System Element	What It Means in Practice
Policy and Leadership	Set objectives, responsibilities and authority.
Planning and Implementation	Assess risk, plan controls, provide resources and manage change.
Checking and Review	Monitor performance, investigate failures and improve the system.

BS 9997 supports governance across an estate. It does not replace premises-specific risk assessment.

Mixed Use and Retrofit Need Coordination

Different legal duties and new systems can meet at the same building interface.

Decision Point	Questions for the Client Team
Mixed-use interfaces	Which dutyholder covers each area, and how do the assessments connect?
Design and guidance	Has fire safety been considered and has the relevant guidance been followed?
Competent advice	Has the consultant given correct, suitably competent advice for this work?
Installation and handover	What will be checked before concealment, and what evidence will be retained?

If the answer is unclear, obtain specialist advice before proceeding.

Priorities When Resources Compete

A recorded risk rationale helps explain both action and sequencing.

01

Urgent Risk

Escalation and suitable controls come first.

02

Critical Uncertainty

Investigate gaps that could change the decision.

03

Planned Remediation

Sequence work by risk, dependencies and capacity.

Programme sequencing and funding do not suspend ongoing responsibilities.

Procurement: Framework Assurance and Project Fit

SPA's pre-assessment reduces duplication. The commission still needs project-specific checks.

The Route Follows the Scope

FS2: Fire Safety

CS1: Professional Consultancy

Select the appropriate service and lot.

CS2: Successor in Development

Pre-assessment reduces repeated checks on suppliers and processes.

What the Client Must Confirm

- 1** Named Assessor: qualifications and relevant experience
- 2** FRA Certification: verify the scheme and scope
- 3** PI Insurance: cover, limits and exclusions
- 4** Scope, survey access, review and deliverables

Four Questions for the Board or Client

The answer should point to evidence, an owner and a decision.

01 **Where is risk urgent, or evidence still missing?**

02 **What protects people while work is outstanding?**

03 **Who owns each action, and what is overdue?**

04 **What evidence shows the work is complete?**

Will People Be Safe?

The next step is a clear decision backed by the right evidence.

Are There Any Questions?

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