

Building Safety Act 2022

Secondary Legislation the building safety case report:

Please use these opportunities to enable solutions and good communications:

When responding use

STAR: Situation, task, action, result

When evaluating use

WWW: What went well?

When summarising use

EBI: Even better, if?

When concluding use

MRI: My responsibility is?

A safety case report is the information that demonstrates that the Accountable Person is taking action to identify, manage and mitigate fire and structural risks, alongside demonstrating what is being done to address these risks. Extra guidance can be found from the Health and Safety Executive (HSE) and from government consultation documents. This guidance, allows you to create contents that we believe should be included in every safety case report. Note that the following list is not exhaustive.

1. An overview of general information
 - The address:
 - Height measurements:
 - Number of storeys:
 - Number of flats:
 - Refurbishment details (which are really key):
 - Construction information (such as construction materials):
 - Information about fire prevention:
 - Structural safety information:
 - Information about the services and utilities within a building (gas, electrics, water):

- Details on property compliance (what are the maintenance regimes on your gas, electrics and fire safety programmes? Is everything in date? What are the dates of last and next inspection?):
 - Information about your safety management system and emergency planning:
2. An overview of resident engagement
 - What are the key themes of the resident engagement strategy?
 - Are there any specific initiatives being used for that particular building?
 3. Details around resident profiles
 - Who are the residents? e.g., family, 2 adults 3 children
 - Are there any particular vulnerabilities to be aware of? Children / elderly / disabilities
 - Are there any additional measures required? Accessibility to the working area? Are doors and exits being closed or blocked during the works / toilets / washing and / or cooking facilities being interrupted? Preventing access to the workplace avoiding injuries and / or accidents occurring.
 4. Include a building safety risk assessment (this is legally required)
 - Cover a variety of worst-case scenarios. As an example Include the answer to these sorts of questions: a fire spreading across multiple compartments on a single floor or a collapse of the structure during the works.

What will you do to address each of these scenarios? What mitigations will you put in place?

5. Provide an action plan here at the end of the safety case. (Suggested use of a tracker Excel or similar worksheet with a traffic light system of control).

Whilst you work your way through the information above, there will be actions that will need to be completed at a later stage, there may be missing information or the need for additional inspections and surveys to take place. Collate all of these actions into an action plan, which will in turn demonstrate itself as a live document that will be reviewed and updated regularly here.

My Actions required are, (e.g., contact..., arrange..., collect..., inform...,:

Date: what is to be done & by when: date completed

Traffic light system:

Green = Action completed

Amber = Further information required

Red = Action required

6. A list of technical queries during the design and construction should be listed here:

Technical Queries: these must be communicated to dutyholders (client, principal designer and principal contractor):

Date: What is the query? Who is it to? What is the deadline?

7. A list of any requests for information during the design and construction should be listed here:

Requests for information: these must be communicated to dutyholders (client, principal designer and principal contractor):

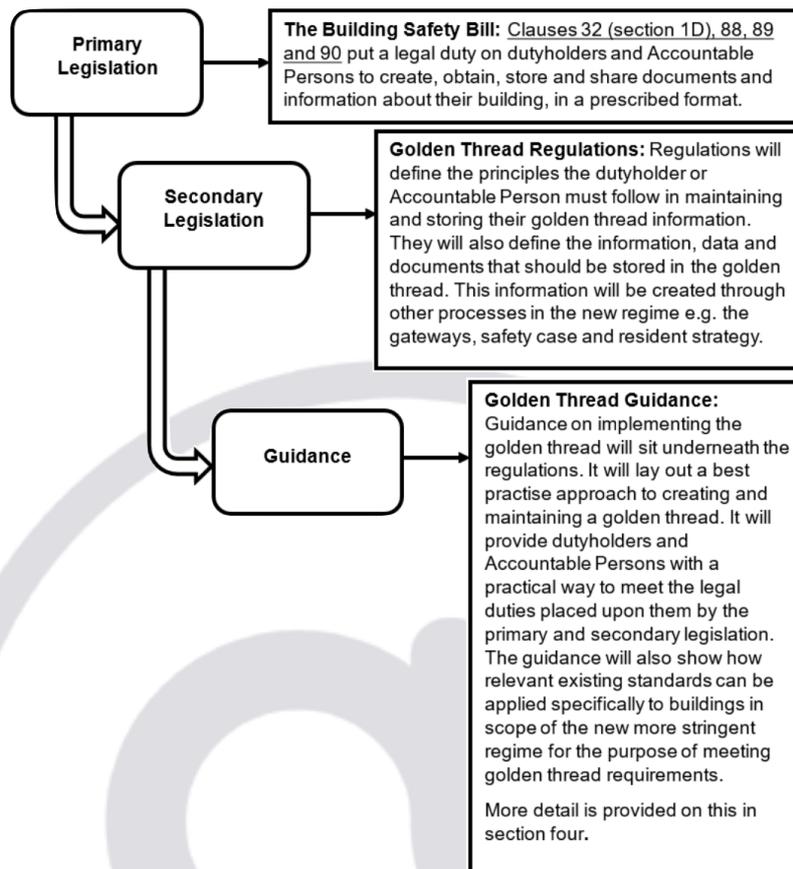
Date: What is needed, What s the deadline? Who is it from?

8. A history of activities not identified above may be added here:

Case History:

Date: Occurrence or Event: Name/s involved:

Golden Thread of information



The golden thread is a term used across many business disciplines. In construction, the golden thread of information is used as a shorthand for an accurate and up-to-date record of building data. It will detail how a building was designed, built and maintained.

Summary

The golden thread in construction is both the information that allows you to understand a building and the steps needed to keep both the building and people safe, now and in the future.

Full definition of the Golden Thread Guidance:

1. The golden thread will hold the information that those responsible for the building require to:
 - show that the building was compliant with applicable building regulations during its construction and provide evidence of meeting the

- requirements of the new building control route throughout the design and construction and refurbishment of a building,
- identify, understand, manage and mitigate building safety risks in order to prevent or reduce the severity of the consequences of fire spread or structural collapse throughout the life cycle of a building
2. The information stored in the golden thread will be reviewed and managed so that the information retained, at all times, achieves these purposes.
 3. The golden thread covers both the information and documents and the information management processes (or steps) used to support building safety.
 4. The golden thread information should be stored as structured digital information. It will be stored, managed, maintained and retained in line with the golden thread principles (see below). The government will specify digital standards which will provide guidance on how the principles can be met.
 5. The golden thread information management approach will apply through design, construction, occupation, refurbishment and ongoing management of buildings. It supports the wider changes in the regime to promote a culture of building safety.
 6. Building safety should be taken to include the fire and structural safety of a building and the safety of all the people in or in the vicinity of a building (including emergency responders).
 7. Many people will need to access the golden thread to update and share golden thread information throughout a building's lifecycle, including but not limited to building managers, architects, contractors and many others. Information from the golden thread will also need to be shared by the Accountable Person with other relevant people including residents and emergency responders.

The golden thread principles

1. **Accurate and Trusted:** The Dutyholder / Accountable Person / Building Safety Managers and other relevant persons (e.g. contractors) must be able to use the golden thread to maintain and manage building safety and ensure compliance with building regulations. The Regulator should also be able to use this information as part of their work to assess the compliance with building regulations, the safety of the building and the

operator's safety case report, including supportive evidence, and to hold people to account. The golden thread will be a source of evidence to show how building safety risks are understood and how they are being managed on an ongoing basis. The golden thread must be accurate and trusted so that relevant people use it. The information produced will therefore have to be accurate, structured, and verified, requiring a clear change control process that sets out how and when information is updated and who should update and check the information.

2. Residents feeling secure in their homes: residents will be provided information from the golden thread – so that they have accurate and trusted information about their home. This will also support residents in holding Accountable Persons and Building Safety Managers to account for building safety. A properly maintained golden thread should support Accountable Persons in providing residents the assurance that their building is being managed safely.
3. Culture change: the golden thread will support culture change within the industry as it will require increased competence and capability, different working practices, updated processes and a focus on information management and control. The golden thread should be considered an enabler for better and more collaborative working.
4. Single source of truth: the golden thread will bring all information together in a single place meaning there is always a 'single source of truth'. It will record changes (i.e. updates, additions or deletions to information, data, documents and plans), including the reason for change, evaluation of change, date of change, and the decision-making process. This will reduce the duplication of information (email updates and multiple documents) and help drive improved accountability, responsibility and a new working culture. Persons responsible for a building are encouraged to use common data environments to ensure there is controlled access to a single source of truth.
5. Secure: the golden thread must be secure, with sufficient protocols in place to protect personal information and control access to maintain the security of the building or residents. It should also comply with current GDPR legislation where required.
6. Accountable: the golden thread will record changes (i.e. updates, additions or deletions to information, data, documents and plans), when these changes were made, and by who. This will help drive improved accountability. The new regime is setting out clear duties for dutyholders

and Accountable Person for maintaining the golden thread information to meet the required standards. Therefore, there is accountability at every level – from the Client/Accountable Person to those designing, building or maintaining a building.

7. Understandable/consistent: the golden thread needs to support the user in their task of managing building safety and compliance with building regulations. The information in the golden thread must be clear, understandable and focused on the needs of the user. It should be presented in a way that can be understood, and used by, users. To support this, dutyholders/Accountable person should where possible make sure the golden thread uses standard methods, processes and consistent terminology so that those working with multiple buildings can more easily understand and use the information consistently and effectively.
8. Simple to access (accessible): the golden thread needs to support the user in their task of managing building safety and therefore the information in the golden thread must be accessible so that people can easily find the right information at the right time. This means that the information needs to be stored in a structured way (like a library) so people can easily find, update and extract the right information. To support this the government will set out guidance on how people can apply digital standards to ensure their golden thread meets these principles.
9. Longevity/durability and shareability of information: the golden thread information needs to be formatted in a way that can be easily handed over and maintained over the entire lifetime of a building. In practical terms, this is likely to mean that it needs to align with the rules around open data and the principles of interoperability – so that information can be handed over in the future and still be accessed. Information should be able to be shared and accessed by contractors who use different software and if the building is sold the golden thread information must be accessible to the new owner. This does not mean everything about a building and its history needs to be kept, the golden thread must be reviewed to ensure that the information within it is still relevant and useful.
10. Relevant/proportionate: preserving the golden thread does not mean everything about a building and its history needs to be kept and updated from inception to disposal. The objective of the golden thread is building

safety and therefore if information is no longer relevant to building safety it does not need to be kept. The golden thread, the changes to it and processes related to it must be reviewed periodically to ensure that the information comprising it remains relevant and useful.

