

Introduction Summary

The Building Regulations 2010 – Regulation 38 is the application tool for new buildings and alterations of existing premises. It may need to be submitted to the relevant Local Fire Authority and Building Control Officer for approval of mandatory fire safety information and in any event, provided to the Client prior to Completion, Handover, Acceptance and Occupation of the facility.

Regulation 38 is frequently the stumbling block for a new build or alterations project, through either an oversight in design, Building Regulation non-compliance or the lack of early consultation with either the Local Fire Authority or Building Control, leading to unnecessary cost-driven amendments of the project and the inevitable delays in business output expectations.

Peninsula Fire Safety Consultants have the expertise and competence in the design and approvals process. We engage with you at the initial stages of project feasibility as subject matter experts, embed within your Project Team to liaise with both the Local Fire Authority and Building Control, peer review & approve designs prior to submission, (to ensure compliance with Approved Document B, BS9999, BS5839, BS5266, BS5306, etc.) We will advise the Client's Project Team on the timing of necessary Key Stage inspections as the construction work progresses, assess the competence of fire safety system installers, (including materials & relevant hardware / software) and ensure documented evidence of certification of building materials and equipment to ensure that relevant British Standards, Approved Codes of Practice and Industry Models are followed in both sourcing and installation.

We will also be on site to witness a full fire safety systems verification and commission check prior to final completion and occupation, to satisfy both the Fire Authority and Local Building Control bodies and arrange for a subsequent occupational Fire Risk Assessment to complete the package of ensuring you have a fully compliant facility, ready to occupy and develop your business.

The following pages detail the service we provide with technical information to ensure mandatory compliance to the proposed new build or alterations project.

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NEW BUILD PROJECTS – PROVISION OF FIRE SAFETY DESIGN STRATEGIES & DRAWINGS



Mandatory

Mandatory: (the Client) will require that the design team(s) comply with mandatory legislation, *The Regulatory Reform (Fire Safety) Order 2005 England & Wales*, specifically the protection of owners, employees, visitors, members of the public and any other person(s) who may resort to the premises in course of their business, by providing suitable and effective control measures to mitigate the impact of fire arising from their design and phases of construction work meets the **Construction Design & Management Regulations 2015**

Mandatory: (the Client) will require that the scope of the fire safety strategy and design will reflect the ease and simplicity of current or future fire safety management upon both completion and subsequent occupation of the project works (see **British Standard 9999 Part 6 Section 27**)

Mandatory: (the Client) will require the design team(s) to comply with **Building Regulations 2010 Regulation 38** specifically, suitable and sufficient fire safety information is provided prior to practical completion to allow safe occupation together with an information and maintenance portfolio of the building's fire safety systems

Mandatory: The information and maintenance portfolio must be a 'dynamic document' to reflect any alterations and changes to the building design or fire safety systems throughout the construction phase, to completion and subsequent occupation by (the Client)



Unacceptable

Unacceptable: To introduce complex or inappropriate measures to the design, building fabric or fire safety systems in favour of aesthetics that rely solely on 'Management Control' on occupation by (the Client) to resolve building design issues

Unacceptable: To use building materials, interior linings and exterior cladding etc. that are not certificated as compliant to those standards in the **Building Regulations 2010 Approved Documents** or listed in the **Loss Prevention Certification Board (LPCB) Red Book**

Unacceptable: To engage installers of both passive and active fire safety systems that are not **Third Party Accredited** or members of an **Industry Regulated Body**



Acceptable

Acceptable: Formal discussions of the design and fire safety strategy with (the Client), the Clients' appointed fire safety specialist(s), the Local Fire Authority and Building Control to ensure the design concept will not present problems or delays to project handover and subsequent occupation

Acceptable: The timely provision of design drawings (see list in Section 1 of this document) and Design Certificates of passive and active fire safety systems for approval by (the Client) and the Client's appointed fire safety specialist(s) prior to any installation

Acceptable: Inform (the Client) at appropriate Key Stages of the construction in order that any fire stopping, fire protection of steel work, provision of fire dampers in air handling ducting, cavity barriers, smoke / ventilation control systems, cable runs and trays etc. can be inspected by the Clients' appointed fire safety specialist(s) and deemed satisfactory prior to subsequent construction phases that will conceal such fire safety measures within the building fabric, voids and decorative finishes

Section 1 Design Drawings for Approval

1.1 (the Client)'s appointed fire safety specialist(s) are to be provided with either electronic or hard copies of design drawings. The design drawings should be scaled as detailed in the following criteria;

1.2 Site Plans: 1:500

- Detail showing any existing and proposed layout
- Boundaries and separation distances from existing structures
- External escape routes (including stairs) to assembly point(s)
- Existing and / or proposed fire fighting hydrant mains
- Access road widths, height restrictions (if applicable) and turning points as required in order to accommodate fire service vehicles
- Delivery vehicle parking, access openings and canopies where applicable
- Locations of heating oil, gas (LPG) and HV transformer installations
- Locations of waste / recycling areas
- Boundary security fencing and CCTV where necessary

1.3 Floor Plans: 1:100

- Means of escape routes and final exits on all floor levels including roof spaces where necessary
- Accommodation and escape stairs on all floor levels including roof spaces where necessary
- Fire resisting doors including opening swing (and documented fire door and furniture schedule)
- Fire resistance rating (30, 60 or 120 minutes etc.) of protected corridor enclosures, ceilings, cavity barriers, compartmentation and Classification of linings on escape routes where necessary
- Layout of furniture, machinery or other obstructions within rooms and spaces that will affect means of escape travel
- Location and type of fire fighting equipment
- Escape signage

1.4 Elevation Plans: 1:100

- External escape stairs and routes showing sloping ground level and access ramp gradient details
- Fire protection of glazing and doors within 1.8 Meters of external escape routes
- Roof coverings and external fire protection where necessary
- Wall cladding and external fire protection where necessary
- Mezzanines and raised storage areas

1.5 M&E Design: Scale 1:100

- Locations of fire and smoke detection devices, fire warning devices, manual fire alarm call points and fire control panel(s) equipment and detailed zone plan(s)
- Locations of any Disabled Refuge Areas provided, emergency voice communication equipment and electronic access / egress door release devices
- Locations of any smoke / ventilation and fire damper control devices
- Air handling equipment and ventilation ducting
- Locations of automatic fire door release and / or fire resisting shutters
- High risk areas such as kitchens, plant rooms and heat or flame producing machinery
- Emergency gas, heating oil or electric supply shut-off and passenger lift car interface devices
- Fire fighter switches where necessary
- HV and LV electrical installations
- Primary and emergency lighting layout including illuminated directional escape signage
- External final exit emergency lighting, illumination of external escape routes and assembly point(s)
- Dry / wet risers, landing valves and foam inlets
- Sprinkler or suppression installations, valves and interface control equipment where necessary

Section 2 Regulation 38 of The Building Regulations 2010

2.1 The Design Team(s), Architect and Principle Contractor must ensure that any 'Departures' from or 'Relaxation' of fire safety measures referenced in the Building Regulations 2010 Approved Documents, British Standards and any other Approved Code of Practice, have prior approval of both the Local Fire Authority and Building Control. Documented evidence of approved departures or relaxations are to be provided to (the Client) and the Client's appointed fire safety specialist(s).

2.2 Regulation 38 requires the 'Person carrying out the work' shall provide the 'Responsible Person' (the Client) with sufficient fire safety information no later than the date of completion of the works and subsequent occupation of the building. The Principle Contractor is to ensure this information is complete and accurate prior to Handover. Documentation is to include the following criteria;

- Latest amended or revised 'as built' design drawings as detailed in Section 1 above
- Documented fire safety strategy including all the assumptions made at design stage of the 'fire loading' of the building's proposed use and occupation, risk assessments and analysis
- Documented evidence of the fire safety arrangements regarding the management of the building's proposed use and occupation
- Records of installation, commission and acceptance certificates of fire detection and warning installation
- Records of installation, commission and acceptance certificates of fire suppression or sprinkler installation
- Records of installation, commission and acceptance certificates of emergency and escape lighting installation
- Details of all passive and active fire safety measures including servicing, maintenance and testing schedules of fire safety installations
- Software ownership as required for fire safety control equipment
- Any provision incorporated into the building design to facilitate the evacuation of disabled persons