

LONDON BOROUGH OF CAMDEN	WARDS: All
REPORT TITLE: Work Programme and Action Tracker	
REPORT OF: Director of Property Management	
FOR SUBMISSION TO: Housing & Fire Safety Advisory Panel	DATE: 23 rd April 2025
<p>SUMMARY OF REPORT: This report provides an update on the intended work programme for the Panel and an update on actions requested at previous meetings.</p> <p>Local Government Act 1972 – Access to information No documents that require listing were used in the preparation of this report.</p> <p>Contact Officer: Melissa Dillon, Resident Safety Engagement & Governance Lead. Tel: 0207 974 3100 melissa.dillon@camden.gov.uk</p>	
<p>RECOMMENDATIONS:</p> <p>The Panel is asked:</p> <ul style="list-style-type: none"> (i) To review the work programme for 2025/26 and consider if they would like add anything to the programme set out in Appendix A (ii) To agree to recommend to the Leader to update the name of the Panel to Housing Fire and Building Safety Panel as proposed in paragraph 1.3 (iii) To agree that a nominee from the TMO Liaison Group be coopted to serve on the panel as proposed in paragraph 1.4 (iv) To note the action tracker in Appendix B 	

Signed:



Director of Property Management

Date: 9th April 2025

1. INTRODUCTION

- 1.1 The current work plan for the Housing & Fire Safety Advisory Panel (HFSAP) is attached to this report as Appendix A. The Panel is invited to suggest future items or any amendments they would like to make to the programme. The Action Tracker attached as Appendix B provides updates on actions from the January 2025 meeting of the Panel.
- 1.2 At the HFSAP meeting in January it was agreed to defer consideration of recommending an update to the terms of reference for the Panel (apart from the creation of a deputy Resident Co-Chair position) pending the publication of the government's response to the recommendations of the Phase 2 Grenfell Inquiry report. The government has now published their response as detailed in a separate report on the agenda, although the additional regulations will not emerge immediately. However, there is sufficient detail available to enable a recommendation that the title of the Panel to be updated to reflect the continuing development of the post-Grenfell residential safety regime.
- 1.3 Panel members were asked for their suggestions for revising the HFSAP title, there were three suggestions:
- Housing Fire and Building Safety Panel
 - Residents Fire and Building Safety Panel
 - Residential Fire and Building Safety Panel

Those responding preferred Housing Fire and Building Safety Panel and hence it is proposed that the panel recommend to the Leader of the Council that the title of the Panel be changed to *Housing Fire and Building Safety Panel* to reflect the full scope of the Panel's work. Changes to the terms of reference (ToR) are for the Leader to approve and subject to the Panel's agreement the proposal for a change of name will be brought to the Leader for agreement in May.

- 1.3 Current resident membership does not include a TMO resident, Section 3.1.1 of the Terms of Reference for the panel seeks to ensure that there is a resident panel member from Council homes which are managed by a TMO (tenant management organisation). Given the Grenfell report commentary on the lack of oversight of the Kensington and Chelsea TMO it is proposed to co-opt a nominee from the Camden TMO Liaison Committee to serve on the Panel. The ToR provides for the co-option of a TMO resident as follows:

3.1.1 **Resident Membership**

Up to 12 resident (tenant and leaseholder) members selected for their expertise, with speaking and voting rights, to include where possible:

- *1 District Management Committee representative with speaking and voting rights*
- *1 Tenant Management Organisation representative with speaking and voting rights*

During recruitment the Council will be mindful of trying to achieve a Panel that includes residents living in:

- *a high rise block*
- *a TMO managed property*

- *a street property.*

A resident member may be co-opted to serve on the Housing & Fire Safety Advisory Panel to achieve this balance.

2.0 REPORTS TO FUTURE MEETINGS

2.1 The three remaining formal 2025/26 quarterly meetings of the Panel are programmed for:

- 10th July 2025
- 23rd October 2025
- 28th January 2026

2.3 Panel Members are invited to consider what they would like to add to the 2025/26 work programme for the rest of the year.

3.0 ACTION TRACKER

3.1 An update on actions arising from the January 2025 meeting of the Panel is attached as Appendix B.

4.0 COMMENTS OF THE BOROUGH SOLICITOR

4.1 The panel within its terms of reference can make recommendations to decision makers in the Council. This includes in respect of any changes to its terms of reference which are reviewed annually by the Leader. As the panel has no decision making powers any changes to its terms of reference are for the Leader to decide on. The next constitutional review of terms of reference will be in May

5.0 COMMENTS OF THE EXECUTIVE DIRECTOR OF CORPORATE SERVICES

5.1 The purpose of this report is to provides an update on the intended work programme for the Panel and an update on actions requested at previous meetings. There are currently no financial implications arising from this report.

6.0 ENVIRONMENTAL IMPLICATIONS

6.1 There are none.

ENDS

APPENDIX A: WORK PLAN

Work Programme

Summer 2025

Resident & TRA training Update

Terms of Reference Review following publication of Government Response to Grenfell Phase 2 Inquiry Recommendations

Compliance performance report (Standing item)

Autumn 2025

Annual Fire & Building Safety Charter report

Compliance performance report (Standing item)

PEEPs Programme (If government has published new Regulations in time)

Yet to be Programmed

Compartmentation work in commercial premises

ENDS

APPENDIX B: HOUSING AND FIRE SAFETY ADVISORY PANEL - ACTION TRACKER (January 2025)

Meeting	Item	Action	Action by	Status
29/1/25	Annual Report	Officers agreed to provide members with options regarding revising the name of the panel so that it better reflected the regulatory framework surrounding building and fire safety.	Melissa Dillon	<p>Panel members were asked for their suggestions for revisions to the names of the panel. There were three suggestions</p> <ul style="list-style-type: none"> • Housing Fire and Building Safety Panel • Residents Fire and Building Safety Panel • Residential Fire and Building Safety Panel <p>Those responding preferred Housing Fire and Building Safety Panel.</p>
29/1/25	Grenfell Inquiry Phase 2 Report	Officers would ensure that the Leaseholder Forum was made aware of the PEEPs programme	Melissa Dillon	Melissa Dillon wrote to the Chair of the Camden Leaseholders Forum on 3 rd February about Home Office plans for the introduction of requirements for residential PEEPS and to advise that if a leaseholder thinks that they might need help to evacuate their home in an emergency they should contact the Councils Fire Safety Adviser Team.
		The Council was putting in place the processes regarding the establishment of the Chalcots Phase 2 Inquiry and an update	Gavin Haynes	

		regarding the timetable would be provided to Panel Members.		
29/1/25	Performance on Compliance Q2	Officers would give consideration to the best way of ensuring that tenants and residents were kept informed of any delays regarding the door installation programme, along with providing appropriate reassurance regarding any safety issues arising from Fire Risk Actions.	Sinéad Burke	
		Officers would provide the no access number for Carbon Monoxide and smoke detector installation for Q1 and ensure that in future the report included each quarter's data so that they could be compared.	Sinéad Burke	
		The Water Tanks 6 monthly servicing regime was identified as being the red category as the programme overall had slipped. Officers would provide information regarding the worst overdue periods for Water Tanks servicing.	Sinéad Burke	