

Draft guidance: fire statement

The purpose of this document is to provide guidance on the completion of a fire statement where there is a requirement to submit a fire statement with an application for planning permission.

Users of this guidance should be aware of and familiarise themselves with Article 9A of The Town and Country Planning (Development Management Procedure) (England) Order 2015 (see Annex B).

The fire safety matters contained in a fire statement are relevant only to the extent they are relevant to land use planning. The level of detail and focus of information should not contain the breadth and depth of information on fire safety which will be submitted at building control application stage. Requirements of the fire statement will not duplicate or require compliance with the building regulations or the Fire Safety Order¹, and local planning authorities will not be responsible for any building regulation matters or the enforcement of building control requirements. Rather fire statements will support the consideration of information on fire safety issues relevant to land use planning matters e.g. where fire safety issues relate to site layout and access. It is the intention that the information provided within fire statement is focussed and concise, specific and relevant to the development, and proportionate to the scale, type and complexity of the proposal.

As many fire safety matters relevant to land use planning impact on the external layout of a site including the spaces between buildings, fire statements are required to include information on the entire development as set out on the plan which identifies the land to which the application relates which must be submitted with the application (often referred to as “the red line boundary”).

There are two options for completing the fire safety form published by the Secretary of State:

- dynamic fire statement form (which can be completed electronically using drop down answer fields)
- static fire statement form (which can be printed and filled in by hand)

¹Regulatory Reform (fire safety) Order 2005

This guidance applies to both and is intended to assist those filling fire statement forms, providing multiple choice answers and background information. The guidance is arranged with reference to the headings and numbering contained within the fire statement form. A fire statement may be submitted on a different form provided the form is substantially to the same effect as the form(s) published by the Secretary of State.

Fire statement form

Application information

Section 1: Site address

As stated on the application for permission form.

Section 2: Description of proposed development including any change of use

As stated on the application for permission form.

Section 3: Name of person completing the fire statement and relevant qualifications and experience

[guide: no more than 200 words]

The person completing the fire statement as per section 15 of the fire statement form should provide their name, relevant qualifications and experience

It is recommended that fire statements are completed by a suitably qualified engineer with relevant experience in fire safety, such as a chartered engineer registered with the Engineering Council by the Institution of Fire Engineers, or suitably qualified and competent professional with the demonstrable experience to address the complexity of the design being proposed in terms of fire safety.

Section 4: State what, if any, consultation has been undertaken on issues relating to the fire safety of the development; and what account has been taken of this

(guide: no more than 200 words)

If any consultation has been undertaken on issues relating to the fire safety matters as they relate to land use planning should be provided as well as what account has been taken of this.

Section 5: Site layout plan with block numbering as per building schedule referred to in section 6.

A site layout plan is required.

The site layout plan can be either:

a) inserted into the form, or

b) incorporated in the form by reference to a separate site layout plan submitted with the application (by submitting the Yes option) and stating plan number/ title to be treated as the site layout plan for the purpose of meeting section 5 requirements.

The site layout plan should:

- i) be consistent with other plan drawings and information submitted with the application, and
- ii) show blocks by number as referred to in column a) in the Building Schedule in 6 of the Form.

Question: Site layout plan is:

Answer must be chosen from the following	Which means
Provided as a separate plan	the site layout plan has been incorporated in the form by reference to a separate site layout plan submitted with the application, and plan number/ title to be treated as the site layout plan for the purpose of meeting section 5 requirements is stated.
Inserted in the form	the site layout plan required has been inserted into the form

The principles, concepts and approach relating to fire safety that have been applied to the development

Section 6: Building schedule

This table requests information under three headings:

- site information
- building information
- resident safety information

Site information

a) block no. as per site layout plan above

The block numbering used in the site layout plan under section 5 must be used to allow cross referencing between the two.

Generally the information in this table should be displayed as no more than one block per line, and one use within that block per line. However, where blocks are not relevant

buildings² and are identical in terms of both design and proposed use- they could be combined. For example: where 6 identical (in terms of the information provided within columns b) to j) of the building schedule) blocks of 2 storey terraced houses are proposed they could be combined within this table on one line.

Where blocks are a relevant building² and are linked by a storey, podium, or bridge link and are identical (in terms of the information provided within columns b) to j) of the building schedule) they could also be combined in one line.

Blocks should not be combined in this way where they are relevant buildings² or where there are differences in the information required by columns b) to j) of the building schedule.

b) block height (m), number of storeys excluding basements, number of storeys including basements

Block information for each of these bullet points should be provided, with the provisions of the draft SI setting out how height should be measured for this purpose (see Annex B).

c) proposed use (one per line)

Additional information

Answer must be chosen from one of the following:

residential flats, maisonettes, studios	hotel	hospital
residential houses	shop	school
residential bedsits, cluster flats	restaurant, café, hot food take-away, drinking establishment	community use, childcare (not school)
supported accommodation	office, research and development	prison, detention centre
student accommodation	industrial, storage or distribution	car parking

²Where relevant buildings

- contain two or more dwellings or educational accommodation and
- meet the height condition (18m or more in height, or 7 or more storeys (whichever is reached first)).

“Dwellings” includes flats and “educational accommodation” means residential accommodation for the use of students at boarding school or in later stages of education (as defined in article 9A(8) Annex B).

It may be necessary to amend these definitions in future to align with the arrangements to be made under the Building Safety Bill to deliver gateways two and three, with a view to achieving consistency across all three gateways.

serviced apartments	care home	service area
other residential accommodation	health care	flexible use

Each use category from the options within the block should generally be listed on a separate table line, however where the use spans more than one floor level within the block this could be stated on one line where the floor levels are identical in terms of the other information provided within columns b) to j) of the building schedule.

d) location of use within block by floor level

Indicate on which floors the building use in column c) is located. Where the use spans more than one floor level within the block this could be stated on one line where the floor levels are identical in terms of the other information provided within columns b) to j) of the building schedule.

Wherever possible the proposed use entries should start at the lowest level and work up the building by entry down through the table.

Building information

e) standards relating to fire safety/ approach applied (including to external wall systems)

This information will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning. The entry in this field should be appropriate for and relevant to the proposed use(s) and the scale of the building information in column e).

The standard document utilised should be stated, with any departures from the standard document stated outlined in section 7.

Additional information

Answer must be chosen from the following	As set out in
approved document B vol 1	Approved Document B (fire safety) volume 1: Dwellings. 2019 edition incorporating 2020 amendments. The Building Regulations 2010. HM Government.
BS9991	BS 9991:2015. Fire safety in the design, management and use of residential buildings. Code of practice. British Standards Institution.
approved document B vol 2	Approved Document B (fire safety) volume 2: Buildings other than dwellings. 2019 edition incorporating 2020

	amendments. The Building Regulations 2010. HM Government.
BS9999	BS 9999:2017. Code of practice for fire safety in the design, management and use of Buildings. British Standards Institution.
fire engineered approach	a plan tailored specifically for the project in question
BB100	Design for fire safety in schools: Building Bulletin 100. Department for children, schools and families. 2014.
HTM0502	Health Technical Memorandum 05-02: Firecode. Guidance in support of functional provisions (Fire safety in the design of healthcare premises). Department of Health. 2015 edition.
BS7974	BS7974:2019. Application of fire safety engineering principles to the design of buildings. Code of practice. British Standards Institution.

f) Balconies

This information will provide background on the characteristics of any proposed balconies in terms of fire safety and will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning.

If there are no balconies to the block, 'no balconies' should be stated.

There is the opportunity to provide additional information or explanation (if required) in section 8. of the form.

Additional information

Answer must be chosen from the following	Meaning
no balconies	no balconies proposed
class A2-s3, d2 or better	balconies only contain materials achieving class A2-s3, d2 or better in accordance with BS EN 13501-1:2018 Fire classification of construction products and building elements. Part 1: Classification using data from reaction to test fires. British Standards Institution. (The classes of reaction to fire performance of A2, B, C, D and E are accompanied by additional classifications related to the production of smoke (s1, s2, s3), with s1 indicating the lowest production, and/or flaming droplets/particles (d0,

	<p>d1, d2), with d0 indicating the lowest production. NOTE: When a classification includes s3, d2 this means that there is no limit set for smoke production and/or flaming droplets/particles.)</p> <p>With the exception of all of the following:</p> <ul style="list-style-type: none"> - cavity trays when used between two leaves of masonry; - any part of a roof that part is connected to an external wall (excluding any part of a roof pitched at an angle of more than 70 degrees to the horizontal if that part of the roof adjoins a space within the building to which persons have access, but not access only for the purpose of carrying out repairs or maintenance, if the part is connected to an external wall) - door frames and doors; - electrical installations; - insulation and water proofing materials used below ground level; - intumescent and fire stopping materials; - membranes; - seals, gaskets, fixings, sealants and backer rods; - thermal break materials; or - window frames and glass.
Class B-s1, d0 or worse	balconies contain materials achieving class B-s1,d0 or worse in accordance with BS EN 13501-1: 2018 Fire classification of construction products and building elements. Part 1: Classification using data from reaction to fire tests. British Standards Institution.

g) External wall systems

This information will provide background on some of the characteristics of the proposed external wall systems in terms of fire safety and will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning. There is the opportunity to provide additional information or explanation (if required) in section 8. of the form.

Additional information

Answer must be chosen from the following	Meaning
Class A2-s3, d2 or better	<p>the external wall system only contains materials achieving class A2-s3, d2 or better in accordance with BS EN 13501-1:2018 Fire classification of construction products and building elements. Part 1: Classification using data from reaction to test fires. British Standards Institution.</p> <p>(The classes of reaction to fire performance of A2, B, C, D and E are accompanied by additional classifications related to the production of smoke (s1, s2, s3), with s1 indicating the lowest production, and/or flaming droplets/particles (d0, d1, d2), with d0 indicating the lowest production. NOTE: When a classification includes s3, d2 this means that there is no limit set for smoke production and/or flaming droplets/particles.)</p> <p>With the exception of all of the following:</p> <ul style="list-style-type: none"> - cavity trays when used between two leaves of masonry; - any part of a roof that part is connected to an external wall (excluding any part of a roof pitched at an angle of more than 70 degrees to the horizontal if that part of the roof adjoins a space within the building to which persons have access, but not access only for the purpose of carrying out repairs or maintenance, if the part is connected to an external wall) - door frames and doors; - electrical installations; - insulation and water proofing materials used below ground level; - intumescent and fire stopping materials - membranes; - seals, gaskets, fixings, sealants and backer rods; - thermal break materials; or - window frames and glass.
Class B-s1, d0 or worse	<p>the external wall system contains materials achieving class B-s1,d0 or worse in accordance with BS EN 13501-1: 2018 Fire classification of construction products and building</p>

	elements. Part 1: Classification using data from reaction to fire tests. British Standards Institution.
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Resident safety information

h) approach to evacuation

This information will provide background on the approach to evacuation that the proposals have been designed around and will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning, including the external site arrangements.

The approach to evacuation selected will be considered in light of:

- the use proposed (column c))
- the standards relating to fire safety/ approach applied (column e)), and
- accessible housing provided (column j))

There is the opportunity to provide additional information or explanation (if required) in section 8. of the form.

Additional information

Answer must be chosen from the following
simultaneous
phased
staged
stay put
progressive horizontal
delayed

i) automatic suppression

One item should be selected from the 'Chose an item' drop down. This information will provide background on automatic suppression systems proposed and will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning. If automatic suppression is not proposed the 'none' item should be selected.

There is the opportunity to provide additional information or explanation (if required) in section 8. of the form.

Additional information

Answer must be chosen from the following	Meaning
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yes- residential sprinklers, full	a system designed in accordance with BS EN 9251:2014 Fire sprinklers systems for domestic and residential occupancies. Code of practice. British Standards Institution. Sprinklers system is provided throughout the proposed use and level in question
yes- residential sprinklers, partial	a system designed in accordance with BS EN 9251:2014 Fire sprinklers systems for domestic and residential occupancies. Code of practice. British Standards Institution. Sprinklers system not provided throughout the proposed use and level in question
yes- commercial sprinklers, full	a system designed in accordance with BS EN 12845: 2015 + A1 2019.Fixed firefighting systems- Automatic sprinkler systems- Design, installation and maintenance. British Standards Institution. Sprinklers system is provided throughout the proposed use and level in question
yes- commercial sprinklers, partial	a system designed in accordance with BS EN 12845: 2015 + A1 2019.Fixed firefighting systems- Automatic sprinkler systems- Design, installation and maintenance. British Standards Institution. Sprinklers system not provided throughout the proposed use and level in question.
Yes- other	an alternative automatic suppression system is proposed, additional information should be provided in 8. Of the form.

j) accessible housing provided

This information will provide background information on potential characteristics of future residents, will be considered in light of the information provided in h) approach to evacuation, and will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning.

Additional information

Answer must be chosen from the following	Meaning
none	Residential use but no M4(2) or M4(3) housing proposed.

M4(2)	M4(2) Category 2: Accessible and adaptable dwellings, optional accessible housing standard as per Approved Document M volume 1 of the Building Regulations 2000. M4(2) is an optional accessible housing standard and will only be checked against at building regulations application stage when required by a local plan policy, and conditioned at planning consent stage.
M4(3)	M4(3) Category 3: Wheelchair user dwellings, optional accessible housing standard as per Approved Document M volume 1 of the Building Regulations 2000. M4(3) is an optional accessible housing standard and will only be checked against at building regulations application stage when required by a local plan policy, and conditioned at planning consent stage.
M4(2) + M4(3)	a combination of M4(2) accessible and adaptable dwellings, and M4(3) wheelchair user dwellings are proposed on the floor level in question. There is the opportunity to provide additional information or explanation (for example the breakdown or levels of each type of accessible housing) in section 8. of the form
N/A non resi	the use described is not a residential.

Section 7: Explain any specific technical complexities

Explain any **specific technical complexities** in terms of fire safety (for example green walls) and/or **departures from information in the building schedule above**

[guide: no more than 500 words]

The opportunity to provide additional explanation of specific technical complexities of the site or proposals in terms of fire safety.

Any departures from standards made in column e. of the building schedule (section 6.) should be justified in this part of the form as should any departures from any details provided in section 6.

There is a guide of no more than 500 words for this answer. As much detail as possible should be provided as this information will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning.

Section 8: Issues which might affect the fire safety of the development

Explain how any **specific issues which might affect the fire safety of the development** have been addressed.

[guide: no more than 500 words]

Additional explanation can be provided on specific issues, and earlier entries on the following subjects in section 6. Building schedule if required:

- f) balconies
- g) external wall systems
- h) approach to evacuation
- i) automatic suppression- where an alternative automatic suppression system is proposed, and 'other' option is suggested
- j) accessible housing provided- for example the breakdown or levels of each type of accessible housing where M4(2) and M4(3) dwellings are proposed on the same floor level

This information will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning.

Section 9: Local development document policies relating to fire safety

Explain how any **policies relating to fire safety** in relevant **local development documents** have been taken into account.

[guide: no more than 500 words]

Where there are no policies relating to fire safety in relevant local development documents, this section should be left blank.

Emergency road vehicle access and water supplies

Section 10: Explanation of fire service site plan

Explanation of fire service site plan(s) provided in section 14. fire service site plan, including what guidance or standards document have informed the proposed arrangements for fire service access and facilities?

[guide: no more than 200 words]

It must be stated what guidance or standards documents have informed the proposals for fire service access and facilities, including:

- emergency road vehicle routes/ tracking
- siting of appliances for firefighting purposes
- main fire personnel access points to buildings
- any dry risers and wet risers
- locations of any evacuation assembly points

- any cores and lift features (any firefighting lifts or evacuation lifts)
- locations of water hydrants the proposals rely on and associated distances

If explanation or detail is to be provided on the above items, in addition to the information on the fire service site plan (section 14.) it should be provided here. This explanation will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning.

Section 11: Emergency road vehicle access

Can emergency road vehicles access the site entrances indicated on the site plan?

[guide: no more than 200 words]

A short explanation of the approach that emergency road vehicles would take to access the proposed site entrance/ access points should be provided. This information will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning.

Is the emergency vehicle tracking route to the siting points for appliances clear and unobstructed?

Siting points being those illustrated on the fire service site plan(s), and potential obstructions could include: pinch points, landscape features, podium access or other traffic.

Additional information

Answer must be chosen from the following
yes
no

Section 12: Siting of fire appliances

[guide: no more than 200 words]

Where possible the appliances accommodated should be detailed. This information could make reference to the information provided within section 6. Building schedule, and the guidance documents as stated in section 10, and will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning.

Section 13: Suitability of water supply for the scale of development proposed

[guide: no more than 200 words]

An explanation should be provided of the water supply for firefighting purposes, taking into account the scale of development proposed, this information will demonstrate the incorporation of thinking on fire safety into the proposals as they relate to land use planning.

Additional information

Nature of water supply

Answer must be chosen from the following
open water- limited
open water- unlimited
hydrant- public
hydrant- private
tank supply

Section 14: Fire service site plan

The fire service site plan can be either:

- a) inserted into the form, or
- b) incorporated in the form by reference to a separate site layout plan submitted with the application (by submitting the Yes option) and stating plan number/ title to be treated as the fire service site plan for the purpose of meeting section 14 requirements.

The fire service site plan should:

- i) be consistent with other plan drawings and information submitted with the application, and
- ii) show blocks by number as referred to in column a) in the Building Schedule in 6 of the Form.

Question: Fire service site plan is:

Answer must be chosen from the following	Which means
Provided as a separate plan	the fire service site plan has been incorporated in the form by reference to a separate site layout plan submitted with the application, and plan number/ title to be treated as the site layout plan for the purpose of meeting section 5 requirements is stated.
Inserted in the form	the fire service site plan required has been inserted into the form

The fire service site plan should illustrate the following in relation to section 5. the site layout with block numbering as the building schedule referred to in section 6:

- emergency road vehicle routes/ tracking
- siting of appliances for firefighting purposes
- main fire personnel access points to buildings

- any dry risers and wet risers
- locations of any evacuation assembly points
- any cores and lift features (any firefighting lifts or evacuation lifts)
- locations of water hydrants the proposals rely on and associated distances

Fire statement completed by

Section 15: Signature

The signature of the individual identified in section 3.

Section 16: Date

The date of insertion of the signature in section 15.