



HEREFORD & WORCESTER  
**HWFR**  
FIRE AND RESCUE SERVICE  
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**13 January 2026**

Our Ref: HWFRS/RPEEPS1

To the Owner/Managing Agent (Responsible Person)

**Implementation of The Fire Safety (Residential Evacuation Plans) (England) Regulations 2025**

Dear Sir/Madam,

I am writing to draw your attention to the new legal duties that come into force on **6th April 2026**, under the Fire Safety (Residential Evacuation Plans) (England) Regulations 2025. These regulations are a direct result of the recommendations from the Grenfell Tower Inquiry Phase 1 report and aim to significantly improve the fire safety and evacuation procedures for all residents, particularly those who may require assistance to evacuate during an emergency.

These Regulations apply to "Responsible Persons" (RPs) for specified residential buildings in England, including high-rise residential buildings at least 18 metres or seven storeys high, and multi-residential buildings over 11 metres with a simultaneous evacuation strategy.

As the Responsible Person for your building, you are legally required to comply with these new regulations, and failure to do so could result in enforcement action.

**The Regulations outline key duties for RPs:**

- Identify residents who may need assistance to evacuate due to physical, sensory, or cognitive impairment, with ongoing engagement and annual reminders.
- Offer and conduct a Person-Centred Fire Risk Assessment (PCFRA) for identified residents to assess their specific needs.
- Implement reasonable measures to mitigate identified risks, which may include equipment or adjustments, considering cost allocation.
- Develop an emergency evacuation statement with the resident's agreement, detailing actions in a fire, and provide them with a copy.

- Share minimal, prescribed information about residents' needs and evacuation statements with Hereford and Worcestershire Fire and Rescue Authority, with the resident's consent. This must include:
  - the resident's flat number
  - the resident's floor number
  - basic information regarding the degree of assistance that the resident may require to evacuate the building – examples of approaches are included in the RP Toolkit available on [Gov.uk](https://www.gov.uk)
  - whether the resident has an emergency evacuation statement
- Create and maintain a building-wide Emergency Evacuation Plan and share it with HWFRS by storing it within the secure premises information box
- Review all PCFRAs, evacuation statements, and the building plan at least annually or when circumstances change - please record the date changes were made to ensure accuracy/currency

### **Information Sharing with HWFRS**

HWFRS requests that the above residential PEEPS and building plan information be shared with the Service through use of a **secure on-site premises information box**.

As a reminder the secure information box must be:

- Positioned at a location in or on the building which is readily accessible to the fire and rescue authority.
- Capable of containing the documents required to be placed in it by the Fire Safety (England) Regulations.
- Secure from unauthorised access and vandalism.

We also would remind you that under the Fire Safety (England) Regulations 2022, if you are a responsible persons of a high-rise residential buildings at least 18 metres or seven storeys high you are required to share with HWFRS digital copies of information through our website <https://www.hwfire.org.uk/advice/business-fire-safety/building-safety/> with respect to:

- Design and materials in external walls.
- Floor plans and buildings plans.
- also notifying us of any fault to firefighting or evacuation lifts or other essential firefighting equipment where it cannot be rectified in a 24hr period.

Both hard copy plans held within the secure premises information box and digital plans shared with us should correspond and be up to date.

## Guidance and Support

Comprehensive guidance for Responsible Persons and PEEPs legislation can be found on the GOV.UK website at <https://www.gov.uk/government/publications/residential-personal-emergency-evacuation-plans-residential-peeps>

We encourage you to consult these resources and begin preparations for the 6 April 2026 implementation date.

We appreciate your cooperation in maintaining high fire safety standards for residents in Hereford and Worcestershire.

For any queries regarding your responsibilities or information submission, please contact our team at [Protection-TFS@hwfire.org.uk](mailto:Protection-TFS@hwfire.org.uk) or visit the HWFRS website for further advice.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'J. Jones', is positioned above a thin horizontal line.

Group Commander Deb Davies – Head of Protection

On behalf of Hereford and Worcestershire Fire and Rescue Authority.