

# Block Management Compliance Checklist 2026

---

A practical compliance audit tool for RMC directors and freeholders

# Block Management Compliance Checklist 2026

---

## HOW TO USE THIS CHECKLIST

This checklist is designed to help RMC directors and freeholders assess the compliance status of their residential development. It covers the key statutory and regulatory requirements applicable to most residential blocks in England and Wales as at 2026.

This checklist is a practical aid and does not constitute legal advice. Requirements may vary depending on the specific characteristics of your building. Always take appropriate professional advice for your individual circumstances.

---

## FIRE SAFETY

- Current fire risk assessment in place (reviewed within 12 months)
- FRA action plan in place with completion dates and responsible persons
- All flat entrance doors are FD30S self-closing fire doors — inspected within 12 months (HRBs: quarterly)
- Communal fire doors checked monthly (higher-risk buildings)
- Fire safety instructions provided to all residents
- Emergency lighting tested and serviced (monthly flick test, annual full duration test)
- Fire detection system serviced by competent person within 12 months
- Fire extinguishers serviced annually
- Evacuation strategy documented and communicated to residents
- No breaches to fire compartmentation identified or all identified breaches remediated

## Electrical Safety

---

- Electrical Installation Condition Report (EICR) for common parts in date (max 5 years)
  - Any C1 or C2 observations from EICR remediated
  - PAT testing of communal electrical appliances completed within 12 months
  - Emergency lighting installation certificate available
- 

### ASBESTOS

- Asbestos management survey carried out for common parts
  - Asbestos register maintained and kept up to date
  - Asbestos management plan in place
  - All contractors made aware of asbestos register before commencing works
  - Re-inspection of known ACMs carried out within 12 months
- 

### WATER HYGIENE (LEGIONELLA)

- Legionella risk assessment carried out for communal water systems
- Written scheme of control in place
- Temperature monitoring records maintained
- Showerheads and thermostatic mixing valves cleaned and inspected within 12 months

# Service Charge Compliance

---

- Service charge demands accompanied by correct summary of rights and obligations
- Annual budget issued to leaseholders at start of service charge year
- Year-end service charge accounts prepared and issued within 6 months of year end
- Accounts certified by qualified accountant (buildings with more than 4 units)
- Service charge funds held in designated trust account(s) — Section 42 LTA 1987
- Reserve fund held in separate designated account
- Section 20 consultation process followed for all qualifying works
- Ground rent demands (where applicable) compliant with LFRA 2024 provisions

---

## **BUILDING SAFETY ACT 2022 (Higher-Risk Buildings Only)**

- Building registered with the Building Safety Regulator
- Principal Accountable Person identified and registered
- Safety Case Report prepared and maintained
- Golden Thread of information established and maintained
- Residents Engagement Strategy in place
- Building Assessment Certificate application submitted/received

---

## **INSURANCE**

- Buildings insurance current and adequate — reinstatement value reviewed within 3 years
- Directors and Officers insurance in place (RMC/RTM companies)
- Public liability insurance current
- Insurance commission arrangements compliant with LFRA 2024
- Insurance policy documentation available to leaseholders on request