

Gas and Heating Policy Summary



- **Our Objectives:**
 - Our key objective of this policy is to ensure our Cabinet, Senior Leadership Team, employees, partners and tenants are clear on our legal and regulatory gas/heating safety obligations. This policy provides the framework our staff and partners will operate within to meet these obligations.
 - As a landlord, we are responsible for the maintenance and repairs in our homes, communal blocks and other properties we own and manage, many of which will contain gas installations and appliances. The Gas Safety Regulations 1998 specifically deal with domestic properties and certain commercial premises to ensure they remain safe.
 - We are responsible for maintaining other types of heating systems to ensure that all heating appliances provided for tenants are safe. These include air source heat pumps/ oil/ solid fuel and electrical heating systems.
- **Policy dates:** The full version of this policy (version 1.0) was signed off and approved by the Director of Housing in January 2024 and will be reviewed every two years or sooner if there is a change in legislation or regulations.
- **The policy scope and limitations:** This policy applies to any housing assets which are owned or leased by Babergh and Mid Suffolk, which are rented out and managed as social housing. This includes:
 - Houses and flats and any communal areas within these
 - Operational and Commercial buildings that are managed or owned by Babergh and Mid Suffolk District Councils such as Depots and workplaces for staff.
- **Our obligations:** The Gas Safety Regulations impose duties on landlords to protect tenants in their homes. The main landlord duties are set out in Regulation 36 and require landlords to:
 - Ensure gas fittings and flues are maintained in a safe condition. Gas appliances should be serviced in accordance with the manufacturer's instructions. If these are not available it is recommended that they are serviced annually, unless advised otherwise by a Gas Safe registered engineer.
 - Ensure the annual safety check is carried out on each gas appliance and flue within 12 months of the previous safety check.
 - Have all installations, maintenance and safety checks carried out by a Gas Safe registered engineer and keep a record of each safety check for at least two years and a copy issued to the existing tenant or prior to a new resident moving in.
 - Display a copy of the latest safety check record in a common area of a building where the gas appliance serves a communal heading system to multiple homes.
 - Install a smoke alarm on every storey with living accommodation, install carbon monoxide alarms and repair or replace faulty alarms as soon as reasonably practicable.

- **Programme:**

- We will carry out a programme of annual gas safety checks to all domestic properties we own and manage; the check will be completed within 12 months from the date of the previous Landlord Gas Safe Record/certificate.
- We use the 'MOT' approach to gas safety checks which allows a gas safety check to take place within ten months and one day of the previous safety check and retain the original 12-month anniversary date of the previous Landlord Gas Safe Record.
- We will carry out safety checks on electrical heating every five years and an annual safety check to all solid fuel appliances, heat pumps and oil heating systems. We will also chimney sweep at least twice a year when burning wood or house coal.

- **Consequences if we fail to deliver on our policy:** In serious cases of non-compliance our Senior Leadership Team and Cabinet will consider if it necessary to disclose this issue to the Regulator of Social Housing under regulatory framework and other relevant organisations such as the Health and Safety Executive.