



TAI CANOLBARTH CYMRU
MID-WALES HOUSING

Yn barod **amdani** Equal to the challenge

Mid-Wales Housing Association - Policy

Title: GAS, OIL & SOLID FUEL SAFETY

Policy Statement:

In recognition of its legal and moral responsibilities in respect of the safety of tenants, the Association will ensure it complies, as a minimum, with the requirements of The Gas Safety (Installation and Use) Regulations 1998 to ensure that appliances and flues are checked for safety at intervals of not more than 12 months. It will also comply with the requirements recommended by OFTEC (Oil Fired Technical Association) and HETAS (Heating Equipment Testing and Approval Services) for Oil and Solid Fuel appliances.

Through its defined procedures, the Association will take all reasonable steps to prevent contravention of its responsibilities, particularly in relation to the actions taken when it is unable to gain access to a particular property.

In order to comply with the legislation the association will therefore:

- Ensure all gas, oil and solid fuel appliances and fittings owned by the Association and flues connected to appliances are maintained in a safe condition.
- Arrange for the servicing of appliances and installations owned by the Association in accordance with current regulations, the manufacturer's instructions or annually unless we are advised otherwise by a Gas Safe, OFTEC or HETAS - registered installers.
- Ensure an annual safety check is carried out on each appliance/flue.
- Ensure that during every void and before keys are issued to a new tenancy that the above safety inspections are undertaken.
- Keep a record of each safety check for at least two years.
- Issue a copy of the latest safety check record to the tenants within 28 days of the check being completed.
- Ensure all safety checks and works to gas appliances/flues are undertaken by a qualified Gas Safe registered gas installer (OFTEC for oil and HETAS for solid fuel).

Key Performance Areas:

- Gas, Oil & Solid Fuel servicing procedures and performance is included in the Association's programme of internal audits.
- The Association's Scrutiny Committee will monitor performance in respect of the numbers of outstanding and overdue appliance safety checks (CP12s, CD11s & HETAS).

Statutory Compliance / Recommendations	<ul style="list-style-type: none"> • Gas Safety (Installation and Use) Regulations 1998. • OFTEC. • HETAS. • Health and Safety at Work etc. Act 1974. • Management of Health and Safety at Work Regulations 1999. 	
Strategic Risk Factors	Risk Area 8.5 Failure to meet requirements for servicing leading to loss of life.	
Purpose:	To ensure the Association complies with its minimum statutory obligations in respect of tenant safety.	
Departments / Sections Affected:	Asset Management, Housing Services.	
Lead Officer:	Director of Operational Services	
Reference No:		
Date of Issue:	November 2011	
Review Date:	November 2014	
Approved By:	Board on January 2012	
Equality Impact Audit	<i>How does/will this policy ensure needs are met fairly particularly with regard to race, gender, disability etc?</i>	It sets out the policy framework for the Association to ensure it treats all sectors of society equally.
	<i>Is it felt that this Policy might affect different groups adversely. If so what is the justification for this, and is it legally permissible?</i>	No groups or individuals are expected to be affected adversely.
	<i>Have any representative groups in the locality been asked for their opinion and if so what was the outcome?</i>	No.
Tenant Engagement	<i>How does/will this policy ensure the needs of tenants are met?</i>	It will help to ensure that all tenants receive the same level of service irrespective of whether they have any "protected characteristics"
	<i>How is it felt this Policy will impact on the rights and obligations of tenants?</i>	
	<i>Have tenants been consulted and were the outcomes of that consultation taken into account when considering the introduction of this Policy?</i>	TaRF 3 rd June 2011.

