

HOUSING SERVICES PORTFOLIO HOLDER DECISION – 16 OCTOBER 2019

GAS SAFETY, LEGIONELLA, LIFTS AND LIFTING EQUIPMENT AND PLAYGROUND AND PLAY EQUIPMENT POLICIES FOR HOUSING (LANDLORD SERVICES)

1. INTRODUCTION

- 1.1 The Council as 'Landlord' has legal obligations as an employer under common law, the Health and Safety at Work etc. Act 1974, associated legislation and codes of practice pertaining to its compliance and legislative servicing of the Council's Housing stock and communal areas.
- 1.2 This report deals with the compliance and legislative servicing of the Council's Housing stock and communal areas and recommends new Policies for Housing (Landlord Services) in respect of Gas safety, Legionella, Lifts and Lifting equipment and Playgrounds and Play Equipment. The new proposed Policies are attached in Appendices 1 - 4

2. BACKGROUND

- 2.1 The Council owns over 5,000 Council properties and is under legal duty to maintain, service and inspect the elements of these properties including their communal areas.
- 2.2 The Council is committed to providing an effective maintenance service to comply with its statutory responsibilities, including but not limited to the Landlord and Tenant Act 1985 (as amended) and the Housing Act 2004 and to ensure high levels of resident satisfaction and to protect the value of its housing stock.
- 2.3 A thorough review of servicing and compliance has been undertaken by Housing Management in devising the new Policies for Housing (Landlord Services).

3. THE NEW GAS SAFETY, LEGIONELLA, LIFTS AND LIFTING EQUIPMENT AND PLAYGROUND AND PLAY EQUIPMENT POLICIES FOR HOUSING (LANDLORD SERVICES)

- 3.1 The new Policies sufficiently address the 'Landlord' duties and responsibilities within Housing specific properties and is structured to ensure the Council complies with the requirements of the respective legislation.
- 3.2 The Policies salient points are as follows:

Gas Safety

- (a) Clearly identifying legislative and regulatory duties;
- (b) Clear definition of roles and responsibilities;
- (c) Arrangements and Procedures

Legionella

- (a) Clearly identifying legislative and regulatory duties;
- (b) Clear definition of roles and responsibilities;
- (c) Legionella Procedures;
- (d) Risk assessments for void properties;

Lifts and Lifting Equipment

- (a) Clearly identifying legislative and regulatory duties;
- (b) Clear definition of roles and responsibilities;
- (c) Lift Maintenance and Inspection Schedules;
- (d) Lift Entrapment Procedure;
- (e) Lift Procedures
- (f) Tenant Responsibilities
- (g) Process Mapping clearly identifying responsibilities

Playgrounds and Play Equipment

- (a) Clearly identifying legislative and regulatory duties;
- (b) Clear definition of roles and responsibilities;
- (c) Playground Inspection Methodology;
- (d) Process Mapping clearly identifying responsibilities;

4. CONCLUSIONS

- 4.1 The Gas safety, Legionella, Lifts and Lifting equipment and Playgrounds and Play Equipment Policies set out the Council's approach in maintaining its properties by being specific to Housing Landlord Services, to achieve statutory legislative requirements, and clearly define roles and responsibilities.
- 4.2 The draft policies were presented to the Housing Overview and Scrutiny Panel on 18 September 2019 and were supported for approval by the Portfolio Holder for Housing Services.
- 4.3 The new Gas safety, Legionella, Lifts and Lifting equipment and Playground and Play Equipment Policies for Housing Landlord Services are proposed to be implemented on 1 November 2019.

5. FINANCIAL IMPLICATIONS

- 5.1 An annual budget funded by the HRA is required to implement and support these policies and this will be agreed as part of the Council's annual budget setting process.

6. CRIME AND DISORDER IMPLICATIONS

- 6.1 There are none.

7. ENVIRONMENTAL IMPLICATIONS

- 7.1 There are none.

8. RECOMMENDATIONS

- 8.1 That the Portfolio Holder for Housing Services approve the following policies for Housing Landlord Services, to be implemented from 1 November 2019:
 - Gas Safety Policy (Appendix 1)
 - Legionella Policy (Appendix 2)
 - Lifts and Lifting Equipment (Appendix 3)
 - Playgrounds & Play Equipment Policy (Appendix 4)

9. PORTFOLIO HOLDER ENDORSEMENT

I have agreed to the recommendation of this report.

Sign: Cllr Jill Cleary

Date: 16 October 2019

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Background Papers:

Public documents.

Date on which notice given of this Decision – 16 October 2019

Last date for call in – 23 October 2019