



# Gas Safety Policy

Last reviewed September 2019

# 1.0 Gas safety overview

This policy is managed and adhered to by the housing service. This policy will be reviewed regularly to ensure compliance with government legislation, guidance and good practice.

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## 1.1 Introduction

At Dacorum Borough Council (DBC) we prioritise the health and safety of all people who live, work in or visit our properties. Further to this, we have a legal requirement to ensure that all properties owned by DBC with gas installations and appliances comply with the Gas Safety (Installation and Use) Regulations 1998.

The repercussions of not following these regulations can be deadly, with potential consequences such as risk of fire, explosion and carbon monoxide poisoning. Therefore, the implementation of and adherence to this policy is of paramount importance.

## 1.2 Aim(s) of the policy:

The aims of this policy are to;

- Ensure the health and safety of people living in or visiting DBC properties;
- Ensure compliance with all relevant legislation; and
- Set out our approach to monitoring and carrying out gas servicing visits.

## 1.3 Links to Council's corporate aims:

This policy supports the council's corporate priorities which are set out in ['Delivering for Dacorum – Corporate Plan 2015-2020'](#).

## 1.4 Equality and diversity

The council is committed to promoting equality of opportunity in housing services and has procedures in place to ensure that all Applicants, Tenants and Leaseholders are treated fairly and without unlawful discrimination.

## 1.5 Policy Statement(s)

We will ensure that all contractors carrying out gas safety or appliance servicing works are qualified and competent (see 2.1).

We will carry out annual servicing checks to all properties with gas installations and appliances (see 2.2).

Tenants occupying our properties must allow access to their homes in order for us to carry out annual servicing checks as required (see 2.2).

If access cannot be gained to a property requiring a gas servicing appointment then enforcement action will be taken (see 2.2).

We will maintain effective and ongoing communication with our tenants to keep them informed and offer guidance around gas safety issues (see 2.3).

# 2.0 Gas safety policy detail



## 2.0 Gas Safety Policy Detail

### 2.1) Contractor Competence

At Dacorum Borough Council we use our corporate procurement process to ensure that contactors carrying out works on behalf of the council are appropriately qualified and competent.

To confirm the competency of the contractor, we will:

- Check the contractor's Gas Safe Registration;
- Ensure all engineers have an appropriate Accepted Certificate of Competence;
- Ensure only authorized engineers work on DBC appliances; and
- Hold copies of all authorized engineer's qualifications.

All gas servicing works in DBC properties are carried out by [SunRealm](#) and Orion, who work closely in partnership with both DBC and Osborne (our repairs and maintenance contractor) to ensure a seamless and effective service for tenants.

As a housing service and landlord, we also carry out regular quality checks and audits (in some cases making use of external consultants) to ensure servicing is carried out effectively, current legislation is adhered to and ongoing monitoring is in place.

### 2.2) Annual gas servicing

As a landlord, DBC are legally obliged to annually check any gas installations in properties we own or manage and to service any appliances which fall under our responsibility.

Under the Tenancy Agreement signed by all DBC tenants, tenants must allow reasonable access in order for gas installation and appliance servicing to take place.

If access cannot be gained to the property in order to carry out this servicing work within a reasonable

timeframe, enforcement action will be taken. This may result in the council seeking an injunction to gain entry. The tenant in question may be liable for any costs incurred as a result of court action taken (usually a minimum of £250).

Leaseholders are responsible for making sure their boiler and gas appliances are safe. We have a scheme with our partners SunRealm to offer discounted rates for boiler servicing and gas safety checks to council leaseholders. For more information please click [here](#).

### 2.3) Communication and training

Fostering a positive and proactive attitude among both staff and tenants towards gas safety issues is important in preventing potential future incidents.

We ensure that tenants have access to [information and guidance](#) around gas safety and what they should do if they suspect a gas leak. All relevant staff are encouraged to develop and promote safe working practices and attitudes towards gas safety.

## 3.0

### Links to other corporate documents

This policy links to and should be read in conjunction with the following policies, strategies and other documents:

- DBC Tenancy Agreement
- DBC Tenants Handbook
- Fire Safety Policy
- Recharge Policy
- Gas Safety Procedure

## 4.0

### Legislation

The legislation listed below will be taken into consideration when implementing this policy:

- Landlord & Tenant Act 1985
- Health & Safety at Work Act 1974
- Gas Safety (Installations and Use) Regulations 1998
- Management of Health & Safety at Work Regulations 1999
- Housing Act 1988
- Corporate Manslaughter and Corporate Homicide Act 2007