



**Policy:** Health and Safety (Homes)  
**Approved by:** Leadership Group

**Date**  
**Approved:** 3 January 2024

**Frequency of review:** Every 3 years (or subject to relevant change in legislation)

#### **POLICY STATEMENT:**

Broadland is committed to providing safe and healthy homes for our residents, visitors, employees, contractors and members of the general public.

We will ensure the risks associated with our homes have adequate controls in place that provide assurance to our tenants and stakeholders, whilst demonstrating we have implemented clear processes on how we achieve compliance against legislative and regulatory requirements.

Broadland will identify, manage, minimise and remove risks where appropriate in accordance with our policy and risk management procedures.

The identification and management of risks relating to our homes is an on-going process which changes to reflect both improvement and best practice in health and safety. All risks will be managed according to the Group's risk management framework.

This policy sets out the key risks relating to Broadland's homes.

Property related risks vary and are subject to legislation that focuses on the construction, maintenance, materials, fixed appliances and the general management of our homes to ensure the occupants are safe.

Regulatory measures to improve the safety for residents continue to evolve and Broadland will have the flexibility not only adapt to change, but to ensure our residents and stakeholders understand these changes and their impact.

Our commitment to this policy will assist with the identification and management of the key risks associated with our homes and how we achieve compliance.

***This policy has been developed to ensure Broadland complies with current legislation, regulatory expectations and good practice, and will be subject to***

*ongoing review.*

***Policies apply to all legal entities within Broadland unless stated otherwise.***

## **SCOPE:**

The key risks associated with our homes relate to the following areas:

- Damp and mould (Housing Health and Safety Rating System)
- Fire safety
- Gas safety
- Asbestos management
- Electrical safety
- Water safety (legionella)
- Lift safety

All risks related to the home having a legislative or regulatory requirement to achieve compliance will be continually updated and reported within the Compliance Risk Register on a monthly basis.

Each of the key risks will have either their own written policy or management agreement which will be accessible, maintained and amended in accordance with the review date, or significant event occurring that requires the policy to be amended.

Each of the policies will be communicated to all relevant staff to ensure this is embedded in the culture of Broadland.

## **KEY STAFF RESPONSIBILITIES:**

### **Board**

The Board is responsible for ensuring the continued development of health and safety policies.

### **Senior Management**

The Senior Management Team are responsible for ensuring that policies and procedures are followed by all concerned.

Fire Safety Management Plan - Head of Fire Safety  
Asbestos Management Plan – Assistant Asset Director  
Water Management Policy – Assistant Asset Director  
Gas Safety Policy - Assistant Asset Director  
Electrical Safety Policy – Assistant Asset Director  
Damp and Mould Policy – Assistant Asset Director  
Lift Safety – Assistant Facilities Director

**DEFINITIONS:**

None applicable to this policy.

**RELVANT KEY LEGISLATION AND RELATED DOCUMENTS: (not limited to)**

Legislation	Documents
<b>Decent Homes Standard</b> <ul style="list-style-type: none"><li>Housing Health and Safety Rating System 2006</li><li>Homes (Fitness for Human Habitation) Act 2018</li></ul> <b>Fire Safety</b> <ul style="list-style-type: none"><li>The Regulatory Reform (Fire Safety) Order 2005</li><li>The Fire Safety Act 2021</li><li>The Fire Safety (England) Regulations 2022</li><li>Building Safety Act 2022</li></ul> <b>Gas</b> <ul style="list-style-type: none"><li>Gas Safety (Installation and Use) Regulations 1998</li><li>Pipelines Safety Regulations 1996</li><li>Gas Safety (Management) Regulations 1996</li></ul> <b>Asbestos</b> <ul style="list-style-type: none"><li>Control of Asbestos Regulations 2012</li><li>Hazardous Waste (England &amp; Wales) Regulations 2005</li></ul> <b>Electricity</b> <ul style="list-style-type: none"><li>Electricity at Work Regulations 1989</li><li>IEE Wiring Regulations – 17th Edition BS7671:2008</li><li>Waste Electrical and Electronic Equipment (WEEE) Regulations</li><li>Maintaining portable electrical equipment HSG107</li></ul> <b>Legionella</b> <ul style="list-style-type: none"><li>Health &amp; Safety at Work etc. Act 1974</li><li>L8 Approved code of practice - the control of legionella bacteria</li></ul>	<ul style="list-style-type: none"><li>Group Risk Management Policy (2018)</li><li>Damp and Mould Policy and Procedures (Jul 2023)</li><li>Asbestos Management Plan (Dec 2021)</li><li>Water Management (Legionella) Policy (Feb 2023)</li><li>Fire Safety Management Policy and Procedures (2019)</li><li>Gas Safety Policy and Procedures (Feb 2020)</li><li>Electricity Safety Policy and Procedures (Jul 2023)</li><li>Lift Safety Policy and Procedures (new policy required)</li></ul>

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**EQUALITY IMPACT ASSESSMENT:**

As this policy would be implemented in a consistent manner in all cases, there would be no disadvantage to any particular group. Therefore, there is no need for a full EIA.

**DATA PROTECTION**

This policy (and associated procedures) does not involve the use of any personal data and so a Privacy Impact Assessment (PIA) has not been undertaken.

**IMPORTANT PRINCIPLES:**

Broadland will only share personal data in accordance with the requirements of the GDPR/ Data Protection Act 2018. We will abide by the laws and regulations in relation to the right to confidentiality, data sharing and disclosure rules in the Act and in relation to any Civil and/or Criminal disclosure legal requirements.

Broadland will inform individuals of the identity of other parties to whom we may disclose, or to whom we may be required to provide, personal data; the circumstances in which this may happen, and when any exceptions to this rule may apply.

Please refer to the Data Protection Policy. This will inform you of Broadland's approach to securing your data, the appropriate use of data, how long we store and retain your data, and your rights regarding your data.