

GAS SERVICING POLICY

1.0 Introduction

1.1 Imani as a Landlord have a legal duty to ensure gas safety by carrying out annual safety checks on all gas appliances in the association's property portfolio both owned and managed.

1.2 Imani needs to have in place an effective system to ensure that risks for failing to carry out annual safety checks are minimised.

2.0 Legal Framework

2.1 The Housing Corporation regulates and monitors Registered Social Landlords practices to ensure that the governing rules and regulations are adhered to at all times. The 1994 Right to Repair Regulations as extended to Housing Associations in circular HCCircular R3-3/94

2.2 Gas Safety (Installation and Use) Regulations 1998 enforced from 31 October 1998 requires that Landlords have a duty to ensure that gas appliances and flues provided for tenants are maintained in a safe condition at all times and checked for safety each year by a CORGI registered installer, and a copy of the check record provided to the tenant.

2.3 This policy also gives due regards to; 2.3.1 Landlord and Tenant Act 1985 2.3.2 Health and Safety Executive (HSE)

3.0 Policy Statement

3.1 It is Imani's Policy to meet all of our statutory obligations to ensure gas safety inspections are carried out.

3.2. Imani aims to provide a high quality gas appliances maintenance service with annual gas safety checks to all association properties with gas installations.

4.0 Implication

4.1 Gas fittings (appliances, pipe work) and flues serving gas fitting will be maintained in a safe condition

4.2 All installations, maintenance and safety checks will be carried out by a CORGI registered installer

4.3 An annual safety checks will be carried out on each appliance/flue by a CORGI registered installer

4.4 A record of each safety check will be kept for at least 3 years

4.5 A tenant's copy of the current safety certificate must be issued to tenant within 28 days of the check being completed or to a new tenant before they move in.

5.0 Responsibility

5.1 It is the responsibility of the Co op Development Worker to ensure that this policy is implemented.

5.2 It is the responsibility of the Imani Staff Team to carry out the administrative duties as stated in the procedure supporting this Policy

5.3 It is the responsibility of the Coop Development Worker to ensure that the Management Team provides adequate support to gain access into properties as required by tenancy agreement.

6.0 Consultation

6.1 This policy will be reviewed in consultation with residents at least every two years.

7.0 Review and Board Approval

7.1 This policy will be reviewed at least every two years taking account of any changes to legislation that may occur.

Person Responsible for the review of this policy:	Co op Development Worker
Date of this review:	November 2009
Date of Board approval:	January 2010
Date the next review is due:	November 2012