

Sheffield City Council Gas Safety Policy

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1.0 Introduction

1.1 This Policy illustrates how Sheffield City Council will comply with the UK Government's Social Housing Regulatory Framework (2017) regarding gas compliance.

1.2 Sheffield City Council has specific duties under the Gas Safety (Installation and Use) Regulations 1998 as amended in 2018. This requires any gas appliance in a property that is owned by Sheffield City Council and subsequently let, must be inspected for Gas Safety within 12 months of its installation and within every subsequent 12-month period thereafter.

2.0 Aims and principles

2.1 Sheffield City Council aims to protect the occupiers of its properties, visitors, staff, contractors, and the public, from the risks associated with the usage of gas for domestic purposes. Sheffield City Council will conduct a programme of gas safety checks to all its domestic properties where a gas supply is installed and aims to hold a valid Gas Safety Certificate (CP12) for 100% of these properties.

In-addition we will:

- Repair and maintain gas pipework, flues and appliances in a safe condition
- Ensure an annual gas safety check on each appliance and flue
- Keep accurate records of each safety check
- Advise customers of their tenancy responsibilities

2.2 Sheffield City Council will operate an "MOT Style" programme. This means that the gas safety check can be completed up to 60 days before the current certificate expiry date whilst preserving the original expiry date.

2.3 Sheffield City Council will ensure that an operational smoke detection device is installed to each floor of the property as part of the gas servicing regime.

2.4 Sheffield City Council aims to undertake this gas safety obligation whilst respecting the welfare and wellbeing of its customers and with adherence to the Equalities Act 2010.

3.0 Legislation and guidance

3.1 Sheffield City Council will meet its obligations under the following legislation and guidance:

- Health and Safety at Work etc. Act, 1974
- Management of Health and Safety at Work Regulations 1999
- The Gas Safety (Installation and Use) Regulations 1998 (Amended 2018)
- UK Gov. Social Housing Regulatory Framework (2017)

4.0 Implementation and policy key responsibilities

4.1 The Director of Housing and Neighbourhood Services and The Director of Direct Services will jointly take overall accountability for the policy and procedures. This will include ensuring the following –

- responsibility for ensuring the policy is implemented, including the legal aspect of the failed access procedure.
- the policy is implemented in adherence with procedural measures as outlined in our procedure and process document.
- responsibility for conducting an adequate ‘fit for purpose’ maintenance and repairs service, including the completion of the annual gas safety inspection.
- responsibility for ensuring adequate resources are available to meet the policy aims and objectives.

5.0 Quality control and monitoring

5.1 To ensure that we have adequate quality control and monitoring in place we will hold accurate information and performance data, including but not limited to: -

- The number of non-compliant properties at any specific time
- Details of when all properties were last inspected, and their appliances serviced
- For properties that fail access, all historic data necessary to comply with the failed access procedure e.g., frequency of visits and appointments, failed entry attempts etc.

6.0 Legal Action

6.1 Sheffield City Council will pursue legal action to enter Council owned properties where necessary. This is set out in our tenancy conditions in 'You and Your Home' under condition 29 which states:

"You must allow our employees, agents or contractors to enter the property to inspect the property, carry out repairs or improvements, service appliances or carry out any of our duties."

6.2 The specific legal measures taken by the Council will vary depending on individual circumstances of each case, including but not limited to: -

- Warrant application
- Injunction application
- EPA application (Environmental Protection Act)
- Possession proceedings

7.0 Vulnerable customers

7.1 We will make every effort to identify vulnerable tenants and highlight how this may impact on their ability to manage their property and sustain a successful tenancy. We will treat vulnerable tenants sensitively, and adapt our working practices where appropriate, to ensure they do not face any additional barriers when accessing our service. We will record vulnerable tenants on our systems and use this information to ensure we tailor our service to their needs.

8.0 Review

8.1 This policy will be reviewed every 3 years. We will ensure the policy is available on the Council's website and in hard copies if customers request this.

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