

Gas Safety Policy

1. Introduction

- 1.1. This policy applies to all operations, Property Managers and contractors of ReSI Homes Limited (or the **Company**). This policy shall apply to all homes owned/managed by the Company. The aim of this policy is to ensure the safety of people in properties owned or managed by ReSI Homes, that have gas-fueled heating appliances, chimneys or flues.
- 1.2. ReSI Homes aims to protect the occupants of its properties, visitors, staff, contractors and the general public, from the risks of gas so far as is reasonably practicable, and will provide sufficient resources to ensure this.
- 1.3. ReSI Homes will ensure risks are identified, assessed, and controlled through an annual programme of gas safety checks and compliance audits.

2. Definitions

- 2.1. The definition of 'gas' includes: (a) methane, ethane, propane, butane, hydrogen and carbon monoxide; (b) a mixture of two or more of these gases; and (c) a combustible mixture of one or more of these gases and air (Gas Safety (Installation and Use) (Amendment) Regulations 2018).
- 2.2. Landlords' Gas Safety Records (LGSR) is the annual check required by the Gas Safety Regulations on all gas installations which are required to be retained for at least two years.

3. Responsibilities

- 3.1. The Board have the overall duty to ensure that the organisation has sufficient resourcing and processes in place to achieve and maintain statutory compliance to manage gas installations and the use of gas systems safely. This includes ensuring effective maintenance is being undertaken, ensuring performance tests are undertaken and taking any remedial action.

- 3.2. ReSI Homes may employ external contractors to carry out this work on its behalf, however, ReSI Homes will remain responsible for ensuring gas safety compliance is maintained for areas and properties that they are responsible for. All contractors must hold current Gas Safe registration, with scope of work appropriate to the type of appliance serviced or installed. ReSI Homes will verify and audit registration details .
- 3.3. ReSI Homes will ensure that there is a current and satisfactory Landlords' Gas Safety Records (LGSR) on gas installation in:
- all communal and shared areas for which ReSI Homes are responsible.
 - all leasehold properties at the point of first tranche sale, repossession or buy back instances.
- 3.4. The appointed responsible person is responsible for ensuring that the relevant systems are tested and maintained according to legal requirements in particular to Approved Code of Practice, Gas Safety (Installation and Use) Regulations 1998.
- 3.5. Contractors:
- Attend sites, carries out tests, advises and carries out any follow-on works.
 - Provide certification in line with regulations.

4. Competence and Training

- 4.1. Where there are employees involved in gas safety or employees who may require some knowledge or competence in relation to gas safety, we will ensure that appropriate landlord health and safety training is provided. The training will at least consist of a classroom-based session as part of their induction, as well as an annual online training.
- 4.2. Where employees are involved in managing gas safety as a significant part of their role, specific competency training will be provided.
- 4.3. ReSI Homes will use clear competency requirements when appointing relevant contractors, such as engineers undertaking LGSRs.

5. Approach and Processes

- 5.1. Where ReSI Homes has appointed a property manager to oversee the gas safety functions, ReSI Homes shall produce written processes and procedures as above and shall ensure that the managing agent adheres to those processes and procedures.
- 5.2. ReSI Homes will ensure that there are a written processes and procedures to ensure that the policy and goals of the organisation, with respect to gas safety, are met. These processes and procedures shall include as a minimum:
 - A process to ensure that all relevant premises in accordance with The Gas Safety (Installation and Use) Regulations 1998 containing a gas system are identified and listed, such list to be kept up to date. This includes premises where there is gas pipework, irrespective of whether the gas is connected, or there are appliances connected to the pipework.
 - A process to ensure that:
 - for any units where ReSI Homes has contractual liability with respect to gas systems, an annual gas safety check is undertaken which includes all gas appliances, except those which the Leaseholder is entitled to remove.

6. Monitoring and Reporting

- 6.1. The named person with responsibility for gas safety will undertake monitoring sufficient to determine the extent to which the processes and procedures are adequate and being appropriately applied. The arrangements for undertaking this monitoring are to be documented as part of the management system for gas safety.
- 6.2. The KPIs for gas safety are as follows: units requiring a LGSR (i.e. within annual limit) vs units with a LGSR (target 100%) i.e. generally communal areas.
- 6.3. The KPIs for gas safety will be reported to the Board quarterly.

7. Equality and Diversity

We are committed to make sure all services are accessible to all our residents. Our staff will be trained to communicate appropriately with you, and they have the relevant information and access to translation services to make sure they fully understand our you. . This policy will be applied in a way which makes sure we treat all customers with fairness and respect. We recognise our duty to advance equality of opportunity and prevent discrimination or victimisation on the grounds of age, sex, sexual orientation, disability, race, religion or belief, gender re-assignment, pregnancy and maternity, marriage and civil partnership and any other protected characteristics defined within the Equality Act 2010.. On request we will provide translations of all our documents, policies and procedures in various languages and formats including braille and large print. Our website also has accessibility tools allowing you to personalise each web page to make it easier to read and to download content as audio

8. Related Documents

8.1. Legislation and Guidance:

- Defective Premises Act 1972 (s.4)
- Landlord and Tenant Act 1985 (s.11)
- Gas Safety (Installation and Use) Regulations 1998
- Management of Health and Safety at Work Regulations 1999
- Control of Substances Hazardous to Health Regulations 2002 (COSHH)
- Safety in the Installation and Use of Gas Systems and Appliances 2002
- Building Regulations Approved Document Part J
- Building Regulations Approved Document Part L
- CIBSE Guide M
- Gas Industry Unsafe Situations Procedure

9. Policy Review

- 9.1. This policy will be reviewed as required or at least every two years to incorporate any changes in legislation or good practice.

25 November 2025

