Name of Policy: Gas Safety Policy
(Ref: PS31)

Purpose of Policy: To achieve compliance with the Scottish Housing Regulators Statutory Regulation Standards and to ensure that Manor Estates Housing Association meet all duties on Tenant and Residents Health and Safety compliance in relation to gas safety.

Policy Monitoring Details	
Department	Property Services
Author	Neil Munro
Status	Group
Date SMT/Board Approval	26th August 2026
Planned Review Date	September 2029
Regulatory Outcomes Being Achieved	Regulatory Outcomes 2. Communication 4. Quality of Housing 5. Repairs, Maintenance and Improvements 13. Value for Money 14/15. Rents and Service Charges
Association Values	• Committed. To our tenants and residents' safety • Agile. We will be an agile and robust organisation • People Focussed. To ensure positive outcomes for tenants and residents • Professional. When dealing with gas safety
Tenant Consultation Required	No
Equalities Impact Assessment	Initial

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1.0 Introduction

2.0 Aims and Objectives

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1.	**Introduction**	
	1.1	The effective management of gas safety is a fundamental responsibility of our organisation and central to our mission to provide excellent quality affordable homes and services that create safe, resilient and inclusive communities. We recognise the risks associated with gas appliances if they are not adequately inspected, maintained, repaired and renewed and this policy will ensure we minimise any risks to our tenants, residents, staff and our properties.
2.	**Aims and Objectives**	
	2.1	The aim of this policy is to ensure the effective inspection, maintenance, and management of all gas installations in our properties. This Policy will be supported by a detailed Procedure. We will seek to ensure that the management of gas safety fully complies with current legislation and statutory guidance, and we are committed to meeting the expectations of the Scottish Social Housing Charter as follows: *"Registered Social Landlords must meet all applicable statutory requirements that provide for the health and safety of the occupants in their homes and comply with the Healthy, Safe and Secure elements of the Scottish Housing Quality Standard".*
4.	**Policy**	
	4.1	We will ensure that we: • Comply with the Gas Safety (Inspection and Use) Regulations 1988, Edition 5, 2018 and subsequent updates; • Ensure that we appoint a competent and suitably qualified contractor to undertake all works; • Ensure that gas safety checks are carried out at the beginning and end of each void period or before a mutual exchange; • Undertake the annual gas safety check on each property within 12 months of the previous check; • Ensure that we hold the valid Landlord's Records for each property, for the current year and previous year; • Maintain a comprehensive asset list of all appliances that require to receive annual checks; • Develop a detailed programme with our contractor to ensure all our gas appliances are maintained within prescribed timescales; • Communicate clearly and transparently with all tenants; • Maintain full and auditable records; • Provide assurance to Senior Management Team and the Board.
5.	**Legislative Information**	
	5.1	The overall aim of this Gas Safety Policy is to ensure the effective inspection, maintenance, and management of electrical safety within the premises we own and manage.

		This Policy is informed by and complies with: • The Gas Safety (Inspection and Use) Regulations 1988, Edition 5, 2018 • The Health and Safety at Work etc. Act 1974 • The Management of Health and Safety at Work Regulations 1999 • The Housing (Scotland) Act 2001