Policy title	**Gas Safety Policy**
Summary	The overall aim of this policy, associated procedures and control documents is to ensure the safety of people living and working in properties, containing gas-fuelled heating appliances, owned or managed by Mosscare St Vincents [MSV].
Scope	This policy applies to all properties owned or managed by MSV.
Author & Job Role	Callum Jones – Director of Asset Strategy
Business Area	Homes – Asset Strategy
Document Status	Final V7.0
Document Reference	Homes – Asset Strategy/Gas Safety Policy
Dates: - **Draft** - **Approval/Ratified** - **Effective From** - **Review Due by**	 Final revision 15th February 2026 15th February 2026 15th February 2026 15th February 2027
EIA completed **Other IAs completed**	15th February 2026 N/A
Consultation	Senior Leadership Team Gas Safety Team Compliance Team External Specialist Consultant

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1. Introduction & Policy Purpose

The overall aim of this policy, associated procedures and control documents is to ensure the safety of people living and working in properties, containing gas-fuelled heating appliances, owned or managed by Mosscare St Vincents [MSV].

MSV aims to protect the occupiers of its properties, as well as other residents, visitors, staff, contractors and the general public, from the risks associated with gas so far as is reasonably practicable.

This document sets out key policy objectives, control measures and accountabilities for ensuring the safety of gas heating and hot water installations.

This purpose of this policy is to ensure MSV meets its obligations under:

- The Health and Safety at Work etc. Act 1974
- The Management of Health and Safety at Work Regulations 1999
- Gas Safety (Installation and Use) 1998 as amended
- The Gas Safety (Management) (Amendment) Regulations 2023
- The Gas Industry Unsafe Situations Procedure (IGEM/G/11)
- The Smoke and Carbon Monoxide Alarm (Amendment) Regulations 2022
- Building Safety Act 2022
- The Building Regulations
- Construction, Design and Management Regulations 2015
- RIDDOR - Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013
- Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR)

The application of this Policy ensures that MSV meets compliance with the outcomes of the Regulatory Framework for Social Housing in England introduced by Homes England as outlined below:

(Registered Providers must) meet all applicable statutory requirements that provide for the health and safety of the occupants in their homes.

2. Scope

This policy applies to all properties owned or managed by MSV containing gas-fuelled appliances and those that have an unconnected gas supply. MSV does not hold a duty of care to leaseholders or shared owners in respect of domestic gas installations unless agreed differently through a contract.

3. Definitions

The key MSV policy objectives are:

1. Carry out gas safety checks at all properties which have a gas supply to comply with regulation 36 of the Gas Safety (Installation and Use) Regulations 1998 as amended:
    - within 12 months of the previous check however we endeavour to complete a 10 month service cycle
    - upon installation of a new gas appliance
    - change of tenancy or mutual exchange

2. Establish and keep up to date, a record of all gas servicing including responsibility for servicing and servicing completion & due dates.

3. Ensure that where servicing, repairs and/or maintenance is required to gas appliances, pipe work and flues, this is completed to approved standards and current legislation. This also includes other building works may have an impact on gas installations giving due consideration to compliance with Regulation 8 of the Gas Safety (Installation and Use) Regulations 1998.

4. Visual only checks will be carried out on residents' own appliances, including safety devices, and outcomes recorded on the landlords gas safety record (LGSR) and issued to the resident. Where the problem is potentially dangerous, the appliance, pipework or fitting will be disconnected and the supply capped off.

5. Only use suitably competent and Gas Safe registered contractors and Operatives to carry out such work. Quality Control checks will be carried out by competent external contractors.

6. Ensure that detailed records are kept for two years and administered, and residents provided with gas safety certificates on completion of safety checks within 28 days.

7. Act appropriately and in accordance with regulatory and legal requirements in gaining access to the premises to undertake necessary gas safety checks.

8. Annually review the job profiles, skills, knowledge and experience of those staff involved in the delivery of this policy and, where necessary, provide training so that they are able to deliver this policy.

4. Roles and Responsibilities

The accountabilities for implementation of this policy are as set out below:

1. The Chief Executive retains overall accountability for the implementation of this policy.

2. The Executive Director - Homes is responsible for overall policy implementation and ensuring that adequate resources are made available to enable the objectives of the policy to be met.

3. The Director of Asset Strategy is responsible for delivery of the key policy objectives as set out herein including designing and implementing procedures, staff training, and communication to customers.

4. The Head of Repairs is accountable for achieving the targets associated with the key policy objectives.

5. The Gas Compliance Manager is responsible for operational delivery, including the management of contractors, of servicing and maintenance and annual gas safety checks.

6. The Head of Compliance & Building Safety is responsible for ensuring the effective delivery of the gas servicing programme by overseeing and managing all administrative and planning activities that support the delivery of the works.

7. The Customer and Communities staff shall support asset management and contactors teams in gaining access to carry out Gas Safety Checks.

8. The Group Senior Health & Safety Advisor is responsible for ensuring the policy is kept up to date with prevailing legislation and statutory obligations.

9. All staff are responsible for following the requirements of the plan.

Monitoring, Review & Evaluation

MSV will monitor implementation of this policy using a set of performance measures and governance as below:

Measure	Target	Reporting Interval	Reviewed by
% gas appliances inspected within 365 days of previous Landlord's Gas Safety Report	100%	Monthly	Gas Compliance Manager – Weekly Head of Compliance & Building Safety - Monthly Director of Asset Strategy – Monthly Executive Directors – Monthly Board – Quarterly or as required

Policy implementation will be reviewed:

1. Monthly by the Executive Team to review performance for each compliance area.
2. Quarterly by the Head of Compliance & Building Safety reported to The Director of Asset Strategy
3. By the MSV external audit team, as required, and a report provided to the Customer & Communities Committee/Strategic Health & Safety Steering Group.

The operational oversight of this policy will sit at the Strategic Health & Safety Steering Group.

6. Related Documents

6.1. MSV Gas Safety Procedure (GSP)
6.2. Appendices 1-19

7. Version History

Version	Date	Description/Summary	Status	Author
V1.0	06/06/2018	New policy launch – date of first approval.	Approved	Philip Glover
V2.0	15/02/2019	Annual review with minor revisions.	Approved	Callum Jones
V3.0	15/022021	Annual review with minor revisions.	Approved	Callum Jones
V4.0	15/02/2022	Annual review with minor revisions.	Approved	Callum Jones
V5.0	15/02/2023	Annual review with minor revisions.	Approved	Callum Jones
V6.0	15/02/2024	Annual review with minor revisions.	Approved	Callum Jones
V7.0	15/02/2025	Annual review with minor revisions.	Approved	Callum Jones
V8.0	15/06/2026	New template with minor revisions.	Draft	Callum Jones

8. Delivering the Policy/Procedure

MSVs Gas Safety Procedure (GSP) details the processes in which the management of and day to day implementation of gas safety will be met. This document explains how MSV meet the requirements of this policy.

Its purpose is to clearly set out the management arrangements that have been put in place, identify the responsibilities of teams, individual staff members and contractor's personnel and clarify the core processes designed to ensure effective implementation.

This document must be followed by all employees, customers and stakeholders of MSV to understand the obligations placed upon them to maintain a safe environment within all properties owned or managed by MSV.

This plan demonstrates assurance that appropriate and proportionate controls are in place to identify, manage and mitigate risks associated with gas safety including maintaining an up-to-date record of the written scheme of control.

9. Appendices

None.

10. Impact Assessments

Equality Impact Assessment (EIA)

Name of Policy	MSV Gas Safety Policy	
Date of Assessment	15th February 2026	
Name & Role of Assessors	Callum Jones – Director of Asset Strategy	
What are the desired outcomes of the policy?	The overall aim of this policy, associated procedures and control documents is to ensure the safety of people living and working in properties, containing gas-fuelled heating appliances, owned or managed by Mosscare St Vincents.	
Who are the main stakeholders in relation to the function?	Occupiers of our properties, as well as other residents, visitors, staff, contractors and the general public, from the risks associated with asbestos so far as is reasonably practicable.	
Who will be consulted and what types of consultation will be carried out?	People & Talent, Compliance, Customer Services, Health & Safety, Property Care, Development & Voids.	
Summarise any evidence considered	2026 Policy Review	
Could the function have a differential impact on:		**What evidence exists to support your analysis?**
	Yes / No	
Race Consider language and cultural factors	Yes	Where it becomes apparent that customers require communication in a language other than English, such communication will be translated beforehand, or conversations held through Language Line.

Gender reassignment Consider people proposing to or have undergone a process of having their sex reassigned.	No	
Disability Consider physical, visual, aural impairment, mental, learning difficulties	Yes	Where it becomes apparent through the vulnerability markers that customers have learning difficulties or other impairments such as hearing or visual, MSV will accommodate their individual needs throughout the process.
Age Consider Elderly or young people	No	
Sexuality Either know or perceived	No	
Gender	No	
Religion or belief Consider religious or cultural observance including non-belief, practices of worship	Yes	Where it becomes apparent that customers hold specific beliefs, cultural considerations will apply both while carrying out home visits, and also during religious celebrations when arranging appointments.
Other protected or vulnerable characteristics: • marriage or civil partnerships • pregnancy or maternity?	No	

If the answer is NO to all questions and no differential treatment has been found there is no requirement for a full Equality Impact Assessment. Please go back regularly and review the cycle. If the answer is YES to any of the questions please complete the rest of the form.

In what areas could the differential identified be considered to have an adverse impact in this function and what solutions will be introduced to overcome these adverse impacts?	Where it becomes apparent that customers require communication in a language other than English, such communication will be translated beforehand, or conversations held through Language Line. MSV will accommodate customers individual needs throughout the process when identified as having learning difficulties or other impairments such as hearing or visual, through vulnerability markers. For customers who hold specific religious beliefs, cultural considerations will apply both while carrying out home visits, and also during religious celebrations when arranging appointments.
In what areas could the differential identified be considered a positive impact in this function and what strategies will be introduced to safeguard and spread these positive impacts?	These functions will improve the customer experience to ensure the process is followed, understood and cause minimal adverse impact to the customer. This will be achieved through specific consideration of their individual needs.
Which Action Plans have these solutions/strategies been transferred into?	Gas safety policy, procedure and associated appendices.
Who will be responsible for monitoring these Action Plans?	Electrical Safety Manager & Compliance Manager

Ratified by: SLT/Executive Team **Date: 15 February 2026**