



Property Safety Policy

Regulation & Legislation	This policy links to a range of legislation and regulations. These are presented at Appendix 1
Approved by	Executive Team June 2021
Supporting documents	<p>This policy relates to Orbit's overarching Strategy for 2020-25 and our Customer Promise. It also links to the following procedures: Asbestos Management; Electrical Safety Management; Fire Management; Lifting Equipment Safety Management; Play Equipment Management; Security Equipment Management; Strength Systems Management; Temperature Control Management; Water Safety Management.</p> <p>It is supported by the following: Health & Safety policy and Health & Safety strategy. This policy supports our Customer Promise.</p> <p>Protocols (Asbestos & Electrical Technical Protocols) ie guidance for our contractors, detail what is expected of them when working for Orbit.</p>
Scope	This policy sets out the legal framework within which Orbit works to maintain customer safety in our buildings and leisure and play environments. It covers the duty to minimise the risk of harm to residents, employees, contractors and 3 rd parties under Orbit's duty of care. It applies to domestic dwellings and all communal areas of residential buildings as well as to playgrounds and leisure equipment provided/ managed by Orbit.
Reference to "Orbit" means Orbit Group which consists of Orbit Group Limited, Orbit Housing Association Limited, Orbit Homes (2020) Limited, Orbit Treasury Limited and Orbit Capital Limited.	

1. Introduction

- 1.1 Orbit aims to demonstrate adherence to a safety-first culture, maintaining high standards of health and safety for residents who live in our homes or who use playgrounds and leisure equipment provided by Orbit, as well as employees and contractors who work for us. We strive constantly to achieve 100% compliance with all regulatory and statutory requirements and to maintain our ROSPA and BS9997 health and safety accreditations.
- 1.2 This policy sets out the legal framework within which Orbit manages its responsibilities for customer safety in our buildings and leisure and play environments.

1.3 Appendix 1 details the legislation which informs this policy¹

2. Policy Statement

- 2.1 Orbit is fully committed to protecting the safety of all its residents, employees, contractors and 3rd parties in our buildings and leisure and play environments. We will take all reasonably practicable steps to minimise risk and ensure compliance with the law.
- 2.2 Detailed procedures (Management Plans) are in place for each function (ie Asbestos Management; Electrical Safety Management; Fire Management; Lifting Equipment Safety Management; Play Equipment Management; Security Equipment Management; Strength Systems Management; Temperature Control Management; Water Safety Management), and they provide extensive guidance for each specialist area.
- 2.3 There is a raft of government legislation moving through parliament 2020-2021. Orbit has this under continuous review and will ensure we continue to provide a full and appropriate response, including how we engage with customers on safety concerns. This policy will be amended accordingly as changes occur.

3. Roles and Responsibilities

- 3.1 Overall accountability for Health & Safety lies with the Chief Executive and the below table describes the responsibility of each Executive Team member in regard to supporting the policy aims.

Role	Responsibility
Group Director of Customer and Communities	To own and ensure delivery of the Property Safety Policies and Procedures relating to the management of Orbit's properties.
Group Director of Orbit Homes	To ensure the delivery of Orbit's Property Safety Policy and Procedure outcomes regarding new build homes.
Group Finance Director	To ensure the appropriate finances are available to achieve Orbit's Property Safety Policy and Procedure outcomes.
Group People & Strategy Director	To provide a training framework to support staff across Orbit to deliver the Property Safety Policy and Procedure objectives.
Executive Director - Orbit Corporate Services	To provide second and third line of defence assurance to the business that the Property Safety Policy and Procedure objectives are being met.

Each Management Plan, as listed in paragraph 2.2, provides detail on the roles and responsibilities for the delivery of each customer safety function.

¹ The Law of Tort also applies re breach of statutory duty, nuisance and negligence

4. Performance Controls and Business Risk

- 4.1 Compliance with this policy is monitored by the Property Safety Team.
- 4.2 Performance in the delivery of the service is assessed by the Head of Property Safety through a monthly review of Key Performance Indicators (KPIs). These KPIs are provided to senior leadership to ensure strong governance and oversight.
- 4.3 Orbit has designed a number of Protocols which set out in detail what is required of contractors working for Orbit to meet the high standards Orbit sets for performance in each area. These have been shared with the relevant contractors, who are required to work to the Protocols.
- 4.3 This Policy will be made available to all Internal stakeholders of Orbit who will be required to sign that they have read and understand this Policy.
- 4.4 Orbit will carry out a fundamental review of this policy every three years or sooner, subject to legal, regulatory changes, or if internal changes require it.

5. Essential information

- 5.1 All Orbit policies and procedures are developed in line with our approach to the following, Data Protection statement, Equality Diversity and Inclusion approach, Complaints Policy and our regulatory and legal obligations to ensure we deliver services in a lawful manner and treat people equally and fairly. Details of these are found on the declaration document for Strategy Policy and Procedure summary and have been an integral part of the formulation of this document. Orbits privacy policy can be accessed on our website. www.orbit.org.uk/privacy-policy/.

EA	An Equality Analysis was completed on 4 February 2021 and is available to view.
DPIA	A Data Protection Impact Assessment was approved on 11 February and is available to view.
Consultation	Internal: Health, Safety & Insurance - Jayne Lombardi; Audit and Risk - Kevin Bruerton; Independent Living - Tony Clark; Property Services - David Boden; Strategic Asset Management - Ted Pearce; Customer Services - Louise Palese; Regional Managing Directors Andrew McDermott, Andrew Doyle; Clive Astall Land & New Business Director; Heating & Electrical - Robert Page; Strategic Fire Safety - Kelly Lee; Robert Field, Head of Commercial; Colin Welsh, Head of Facilities External: Trowers Solicitors
Applies to	All staff

Appendix 1: Related legislation and regulatory instruments (Please note that the below is not intended to be exhaustive)

- ACOP L8 – *Legionnaires disease: The control of legionella bacteria in water systems*. HSE
- ACOP L143 – *Managing and Working with Asbestos* (HSE)
- ACOP L153 – *Managing Health & Safety in Construction* (HSE)
- ACOP L56 – *Safety in the Installation and Use of Gas Systems and Appliances* (HSE)
- BS 1176-7 – Playground Equipment standard
- BS14974 – Skate Park Safety Requirements and test methods
- BS 7671:2018 Requirements for Electrical Installations
- BS EN 1177:2018 – Impact Attenuating Playground Surfacing
- BS EN 15312 – Free Access to Multiple Sports Equipment
- BS EN 16630 – Permanently Installed Outdoor Fitness Equipment
- BS EN 16899 – Sports and recreational equipment
- The Construction (Design and Management) Regulations 2015
- The Control of Asbestos Regulations 2012
- The Control of Substances Hazardous to Health Regulations 2002
- The Electricity at Work Regulations 1989
- Electricity at Work Regulations, Guidance HSR25
- Equality Act 2010
- Fire Safety (Employees Capabilities) (England) Regulations 2010
- Gas Safety (Installation & Use) Regulations 1998
- HSG274 Legionnaire's Disease Technical Guidance
- The Health and Safety at Work Act 1974
- The Housing Act 2004
- IET *Guidance Note 3* on inspection & testing
- The Landlord & Tenant Act 1985
- Lifting Equipment Regulations 1998 Approved Code of Practice (L113)
- Lifting Operations & Lifting Equipment Regulations (LOLER) 1998
- Machinery Directive 2006/42/EC
- Maintaining portable electrical equipment in low risk environments – HSE Guidance
- The Management of Health and Safety at Work Regulations 1999
- Managing for Health & Safety HSG65

- Provision & Use of Work Equipment Regulations (PUWER) 1998
- The Regulatory Reform (Fire Safety) Order 2005
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)
- Work at Height Regulations 2005
- Workplace (Health, Safety & Welfare) Regulations 1992

- RSH Consumer Standards – Homes: 1.1; 1.2; 2.2.1

Document control

Status	Date Issued	Version	Revision
Approved	09/06/2021	V1	0

Uncontrolled if Printed

Title	Property Safety Policy		ID441
Doc Type	Policy	Review Cycle	3 Yearly
Circulation	All Departments	Classification	Public

Doc Level 2

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Directorate Property Management

Approved by	Executive Team	Date	08 June 2021
Last review			
		Next Review (or sooner if changed)	June 2024

Revision History

Version Number	Date	Comments / Reason for revision
Final V1.0	09/06/2021	Final document published
Final V2.0	27/02/2022	Document title changed at the request of Tony Clark and agreement of Neil Yeomans to the Property Safety Policy