

Report to: Management Committee – 14 March 2019

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Subject: **Landlord Safety Manual**

1. Introduction

1.1 Health and Safety is fundamentally important to the Association in all its activity. Health and Safety is an agenda item continuously monitored through the Governance and Finance Sub-Committee.

1.2 As a means to ensure compliance with Health and Safety the Management Committee approved the Employers in Voluntary Housing 'Health and Safety Control Manual' as our policy document for this.

1.3 The Association, in all its activity considers the health and safety of residents and our policies and procedures reflect this. An example of this is that when we commission contractors we require them to submit method statements and risk assessments before we would consider engaging them to undertake work on our behalf.

1.4 Resident safety is of fundamental importance to the Association and is also high on the Scottish Housing Regulator's Agenda. As an organisation we are always looking to ensure we can maintain standards and improve if we can.

2. Landlord Safety Manual

2.1 The Association's Compliance Manager recently met with a representative from Employers in Voluntary Housing (EVH) and discussed their Landlord Safety Manual to see if this is something that the Association can benefit from. Currently 53 RSLs subscribe to it.

2.2 The benefit of the manual is that it can be used, like the Health and Safety Control Manual, to formalise processes and procedures, act as a reference

document for staff and provide health and safety updates which ensure we are always abreast of any changes to Health and Safety regulations. It can be our 'good practice guide' and help to ensure consistency of approach to issues.

2.3 The Annual cost of subscription is £675. The subscription runs from September to September. If we joined now they can offer us a rate of £250 to take us up to the next annual subscription date.

2.4 If we subscribe to the manual it will also be beneficial when reporting on our assurance statement to the Scottish Housing Regulator.

3. Recommendation

3.1 It is recommended that Management Committee approve subscription to the EVH Landlord Safety Manual.