



Rural Stirling

Housing Association



Quality property
management services

GROUP HEALTH & SAFETY INFORMATION TO TENANTS & TENANCY AGREEMENTS

Rural Stirling Housing Association, Stirling Road, Doune, FK16 6AA Registered as a Scottish Charity No. SC037849 Venachar Limited, Incorporated under the Companies Act (Company Number SC447415), Registered Office: Stirling Road, Doune, FK16 6AA	
Policy Name	Group Health & Safety Information to Tenants and Tenancy Agreements
Policy Category	Asset Management
Date Policy Reviewed	15 June 2023
Review Period	3 years
Next Review Due	June 2026
Equality Impact Assessment	Yes

1.0 Purpose/Introduction

- 1.1 The purpose of this policy is to ensure tenants are provided with suitable health, safety and welfare related information in order to minimise their risk to any unfortunate H&S related incidences.

2.0 Equality & Diversity Statement (Group Statement)

- 2.1 We will ensure that this policy is applied fairly and consistently. In implementing this policy, we will not directly or indirectly discriminate against any person or group of people because of their race, religion or belief, gender, disability, age, sexual orientation, or any other grounds. Our commitment to equality and fairness will apply irrespective of factors such as age, disability, gender reassignment, marital or civil partnership status, pregnancy or maternity, race, religion or belief, sex, sexual orientation, or other personal attributes.

This policy and any other Rural Stirling Group (RSG) publication is available in other formats e.g., other languages, Braille, large print, audio.

3.0 SHR Regulatory Standards

- 3.1 The SHR's regulatory framework sets out Regulatory Standards of Governance and Financial Management to be achieved by all Registered Social Landlords (RSLs). The Board accepts that it is responsible for ensuring that the Association complies with these standards. The standards of direct relevance to this policy are noted below:

Standard 1: The Governing Body leads and directs the RSL to achieve good outcomes for its tenants and other service users.

Standard 6: The governing body and senior officers have the skills and knowledge they need to be effective.

4.0 Relevant legislation

- 4.1 Housing (Scotland) Act 2010

5.0 Policy Aims

- 5.1 We have a number of legal obligations in relation to facilities related safety and these are defined through a number of the Association's Policies and Procedures. However, the safe operation and habitation of tenanted properties also heavily relies on the co-operation of tenants.

- 5.2 In particular, tenants should not wilfully participate in unsafe acts and should comply with certain legal obligations in relation to fire, electrical safety, general housekeeping, and their tenancy agreement.
- 5.3 Many of the individual topic-specific Policies and Procedures in use by Rural Stirling Housing Association suggest a requirement to inform tenants of their obligations in relation to that specific issue e.g. Water Systems and Legionella Policy. This information may be contained within tenancy agreements or by means of leaflets, flyers, information packs, newsletters, website etc.
- 5.4 We will ensure tenants are provided with a full range of information as part of their tenancy sign up packs agreement and we will endeavour to issue frequent reminders with articles in Rural Matters and on our website.
- 5.5 We will ensure this information is adequately communicated throughout all our tenancies. The process will be recorded to ensure records exist of all communications issued to tenants, thus, demonstrating the dissemination of information on risk control and best practice.
- 5.6 We will ensure our staff
- are aware of our policies and understand the contents and importance of sharing critical information to our tenants.
 - are trained in all matters of health and safety pertaining to our responsibility to our tenants and our housing portfolio.
 - are encouraged to take a proactive approach to asking for feedback from service users with a view to improving our communications with customers.
- 5.7 Tenants are required to complete an Alteration Request Form and have this signed off by the Technical Services Officer before undertaking any DIY or alterations. Care should be taken in our responses to ensure tenants are advised about the risks of disturbing asbestos or drilling through pipes and cables when undertaking their own works etc. Tenants should also be encouraged to report any incidents, near misses or accidents to the Association so that our policy can be reviewed and updated.
- 5.8 If tenants have queries relating to alterations they would like to make, they should be encouraged to direct these to the Property Services Team so that we can provide further assistance and signpost to current legislation and statutory bodies.

6.0 Related Documents

6.1 This policy links to other additional policy documents contained with the Landlords Health and Safety Manual.

7.0 Review

7.1 We will review and update this policy every 3 years. More regular reviews will be considered where, for example, there is a need to respond to new legislation/policy or regulatory guidance.