Health & Safety Policy

Havenstone Homes Ltd · Version 1.0 · Effective October 2026

Approved by	The Directors, Havenstone Homes Ltd
Effective from	October 2026
Next review	October 2027, or sooner if the law or our services change
Contact	info@havenstonehomes.co.uk

1. Statement of intent

Havenstone Homes Ltd is committed to keeping residents, our team, contractors and visitors safe. We will meet our duties under the Health and Safety at Work etc. Act 1974 and the laws that apply to rented homes, and we will go beyond the minimum where it makes homes safer.

2. Responsibilities

- The directors have overall responsibility for health and safety and for this policy.
- A named director co-ordinates property safety: certificates, inspections, repairs and contractor checks.
- Contractors are responsible for working safely and must hold the right qualifications and insurance.
- Residents are asked to report hazards and repairs promptly and to allow access for safety checks.

3. Safety in every home

Area	What we do	Law or standard
Gas	Annual gas safety check by a Gas Safe registered engineer; copy of the certificate to residents within 28 days	Gas Safety (Installation and Use) Regulations 1998
Electrics	Electrical Installation Condition Report at least every 5 years by a qualified person; remedial work within 28 days or sooner if required	Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020
Smoke and CO alarms	Smoke alarm on every storey; CO alarm in rooms with a fixed combustion appliance; tested at the start of each tenancy	Smoke and Carbon Monoxide Alarm (England) Regulations 2015, as amended 2022
Fire	Fire risk assessment and fire safety measures – see our Fire Safety Policy	Regulatory Reform (Fire Safety) Order 2005
Hazards, damp and mould	Inspections against the Housing Health and Safety Rating System; damp and mould investigated and treated promptly	Housing Act 2004
Water	Legionella risk assessment for each home	HSE guidance (ACOP L8)

Area	What we do	Law or standard
Asbestos	Asbestos survey and management plan where a building may contain asbestos, before any works	Control of Asbestos Regulations 2012
Energy	Valid Energy Performance Certificate	Energy Performance of Buildings Regulations
HMOs	Licence held where required, and management standards met	Housing Act 2004; HMO Management Regulations 2006

4. Repairs

Type	Our aim
Emergency – risk to safety or security, such as no heating in winter, a serious leak or an electrical danger	Made safe within 24 hours
Routine repairs	Completed within 7 days on average

5. Inspections

We inspect each home regularly, at least every three months, and record what we find and the action taken. Residents are given notice of visits except in an emergency.

6. Contractors

We use competent, insured contractors with the right registrations (for example Gas Safe or NICEIC). They must work safely, protect residents during works, and follow our Safeguarding Policy.

7. Accidents and incidents

All accidents, near misses and dangerous occurrences are recorded and investigated. Those that are reportable under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) are reported to the HSE.

8. Review

This policy is reviewed every year, after any serious incident, and when the law changes.