Property Compliance Policy

Policy Owner	Executive Director of Homes & Property
Approval Level	Southway Wythenshawe Homes Board
Resident Input	Not Applicable
Policy Review Due	October 2029
EIA Date	Not applicable
Linked strategies/policies	Asset Management Strategy Gas and Heating Safety Policy Damp and Mould Policy Electrical Safety Policy Asbestos Management Policy Fire Safety Policy Building Safety Policy Domestic and Passenger Lift Policy Water Management Policy
Version	Version 1
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1. Background

1.1 Southway Wythenshawe Homes is committed to protecting the health and safety of customers and colleagues and meeting all asset compliance obligations.

1.2 This Board-approved policy sets out the compliance framework for managing the following services:

- Gas safety management
- Electrical safety management
- Fire safety management
- Building safety management
- Asbestos management
- Lifts and lifting equipment safety management
- Water hygiene safety management
- Damp and mould management

1.3 Service-specific policies and supporting documents underpin this framework. They explain how Southway Wythenshawe Homes meets relevant statutory and regulatory requirements in each compliance area.

2. Who this policy applies to

2.1 This compliance framework applies to all domestic, non-domestic and other stock where relevant.

2.2 The reporting database includes details of all assets and Southway Wythenshawe Homes owned appliances, installations and equipment.

2.3 Contractors, consultants and colleagues who support compliance activity must be competent and suitably qualified.

2.4 Contracts with third parties for inspections, testing, assessments or remedial work must require the work to be completed only by competent and sufficiently qualified people.

3. Risk Management

3.1 The Board will review the corporate risk register annually and agree the risk appetite for gas and heating safety. The intended risk appetite is Averse.

3.2 The Audit and Risk Committee will oversee the corporate risks associated with this policy, and the Health and Safety Committee will review detailed implementation and exceptions.

3.3 The specific risk associated with this policy is:

GP2 Failure to meet asset compliance in line with regulatory standards

3.4 We will use a risk-based approach across all compliance areas. As required, this will include initial risk assessments and servicing, inspection and testing programmes.

3.5 Where risks are identified, Southway Wythenshawe Homes will take appropriate follow-up action to eliminate, reduce or manage them on an ongoing basis.

4. Who is responsible

Officer or body	Responsibility
Board	Approve this policy and all other compliance policies and priorities. Oversee implementation and receive assurance on legal and regulatory compliance and risk through regular performance updates, including notification of regulatory or non-compliance issues.
Executive Board	Reviews performance reports to ensure compliance is achieved across each discipline, including notifications of non-compliance.
Health and Safety Committee	Review detailed delivery data, exceptions and corrective action, and report through to the Audit and Risk Committee.
Audit and Risk Committee	Oversee corporate compliance and risk.
Executive Director Homes and Property	Duty Holder and has strategic responsibility for managing and achieving compliance.

	Ensures the Responsible Individual or Operational Lead for each compliance area holds a current and relevant qualification
Director of Assets/ Director of Repairs and Maintenance	Provide oversight and assurance of compliance within their areas of responsibility, ensuring appropriate arrangements are in place to support effective delivery.
Head of Assets and Building Safety / Head of Repairs	Lead operational delivery, management and monitoring within their areas of responsibility.

4.1 The Responsible Individual oversees operational delivery in each compliance service area and ensures competent people are procured and appointed to complete assessments, inspections and works.

4.2 The Operational Lead will check the accreditations of all appointed competent people.

Compliance area	**Duty Holder**	**Responsible Individual**	**Operational Lead**
Gas safety management	Executive Director of Property and Homes	Director of Repairs & Maintenance	M&E Manager
Electrical safety management	Executive Director of Property and Homes	Director of Repairs & Maintenance	M&E Manager
Fire safety management	Executive Director of Property and Homes	Director of Assets	Building Safety Manager
Building safety management	Executive Director of Property and Homes	Director of Assets	Building Safety Manager
Asbestos management	Executive Director of Property and Homes	Director of Assets	Facilities Manager
Water hygiene safety management	Executive Director of Property and Homes	Director of Assets	Facilities Manager
Lift safety management	Executive Director of Property and Homes	Director of Assets	Facilities Manager
Damp and mould management	Executive Director of Property and Homes	Director of Repairs & Maintenance	Operations Manager (Maintenance and Building Adaptations)

5. Monitoring and Reporting

5.1 Southway Wythenshawe Homes will classify all assets as domestic, communal or other. These groupings will determine the legal and regulatory responsibilities in each compliance area.

5.2 Compliance inspection programmes will be based on the stock numbers recorded for each asset type.

5.3 Southway Wythenshawe Homes will report performance across all compliance areas using live data. This includes a corporate summary of key performance indicators and operational indicators to track inspection and servicing programmes and follow-up actions.

5.4 The Board and Executive Board will receive compliance performance reports at each meeting to provide strategic oversight and assurance across every compliance area.

5.5 Performance reports will show the position on the last day of the month. Colleagues with strategic and operational responsibility can access live daily data through the performance management system.

5.6 Operational Leads will identify non-compliance and report it to the Duty Holder and Responsible Individual so they can agree corrective action.

5.7 Southway Wythenshawe Homes will report non-compliance to the Board and Executive Board. The Chief Executive will notify the Regulator of Social Housing where relevant legislation requires this.

5.8 Where required, we will report to the Health and Safety Executive under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

5.9 All compliance policies will be reviewed and submitted for Board approval every three years.