

Radon Management Policy

January 2022

| Version | Author | Approved by | Date | Review date | Comments/amendments |
|----------------|------------------|--------------------|-------------|--------------------|----------------------------|
| 1.0 | Samantha Tullock | | | May 2024 | |
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1. Policy Statement

believe housing is committed to providing a safe environment for its employees, customers, visitors, and contractors. Part of this responsibility is to manage the risks associated with Radon gas in line with the government and regulatory requirements. believe housing will work closely with our customers in relation to testing, mitigation and advise and act upon any concerns raised by customers.

2. Policy Aims

Radon is a natural, colourless and odourless gas. It is formed by the radioactive decay of small amounts of uranium that naturally occur in all rocks and soils.

If left unmanaged this radioactive gas can build-up inside properties causing a potential risk to health by damaging lung tissue, and over a long period may cause lung cancer. The higher the level and the longer the period of exposure, the greater the risk will be.

Radon levels vary due to the area geology and day to day building use. The aim of this policy is to provide a Radon testing and mitigation programme to identify and reduce the risk in line with prescribed target levels.

We understand our obligations and will ensure that the risk from Radon is managed in accordance with current legislations and guidance. This includes but is not limited to:

- Housing Act 2004
- Ionising radiation regulations 2017
- Housing health and safety rating system.
- Health & Safety at Work Act 1974
- Management of Health & Safety at Work Regulations 1999
- The Building Regulations (Approved Document C) 2000
- Construction (Design and Management) Regulations 2015
- Control of Substances Hazardous to Health Regulations 2002

3. Scope

This policy will apply to all properties owned and managed by believe housing

This policy will influence the development of future builds to mitigate the potential effect of radon in new build properties

4. Roles and responsibilities

As a landlord and employer believe housing have a responsibility to our customers under Duty of Care and the Housing Act to provide a safe home and for staff under the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999.

| Roles | Responsibilities |
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| Board | The Board is responsible for ensuring this policy is implemented through the Chief Executive and the Executive Management Team |
| Chief Executive | Ensure that the management of radon is appropriately resourced and funded for compliance under the Housing Act 2004 and Ionising radiation regulations 2017 |
| Executive Directors | Report radon control performance and updates to Board |
| | Ensure radon control risks are managed in accordance with this policy |
| The Director of Assets and Compliance | Promote awareness of this radon policy and its associated procedure, across the company |
| | Regularly report radon control performance and updates to the Chief Executive, Executive Directors, other Directors, and other members of the Leadership team. |
| The Director of Property Repairs | Ensure that in house teams and contractors working on radon remediation systems are appropriately trained to do so at an appropriate standard. |
| The Director of Neighbourhoods and Customer Experience | Ensure customers are aware of radon related obligations in their tenancy agreement and are provided with guidance on radon testing and controls at the start of their tenancy |
| | To assist the Compliance Officers regarding liaison with customers for access to properties |
| The Director of Development | Ensure all new build properties commissioned by the organisation or purchased are compliant with the relevant radon control legislation and guidance |
| Strategic Assets Business Leader | Promote awareness of the radon policy and associated procedure across the company. |
| | Regularly reporting radon performance and updates to Directors |
| | Ensure radon risks are assessed and control measures identified and implemented |
| | Provide clear radon control information for all teams across the company. |

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| | Undertake cyclical inspection and maintenance programme for the remediation installations i.e. pumps, fans etc |
| | Ensure that those undertaking radon testing and remediation are appropriately trained to do so at the correct standard |
| The Compliance Manager | Develop, maintain, and regularly review the radon procedure |
| | Overseeing the management of the radon, ensuring that believe remains compliant with relevant legislation and guidance |
| | Ensure that radon best practice is followed |
| | Develop radon testing strategy |
| | Ensure required radon testing and assessments are completed by a competent person |
| | Ensuring that radon monitoring programme tasks are completed within set timescales |
| | Ensure that risk assessments are reviewed |
| | Ensuring that actions generated from radon risk assessments and monitoring programmes are closed off in a timely and efficient manner. |
| | Regularly liaising with managers and other employees of believe housing to ensure radon risk assessment or monitoring actions are brought to their attention. |
| | Overseeing performance management of radon contractors. |
| | Ensure that relevant radon data is recorded and monitored. |
| | Liaising with the Health & Safety Manager, who has overall responsibility for Health & Safety across the organisation. |
| The Compliance Officer | Manage appointed contractors performing radon testing |
| | Arrange for radon sampling to be undertaken where required |
| | Analyse the results of risk assessments and testing programme outputs and ensure non compliances are acted on appropriately and in a timely manner. |
| | Where required, ensure appropriate radon documentation is provided to each property. |
| | Monitor to ensure that remediation measures, where implemented, are achieving the required outcomes, identifying any failings and implementing remedial actions where necessary |
| | Promote radon awareness with our customers |
| | Liaise with responsible managers and other employees of believe housing regarding radon testing and remediation |
| | Provide support and ongoing advice regarding radon control across the organisation |

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| The Health and Safety Manager | Provide competent health and safety advice as stipulated in regulation 7 of the Management of Health and Safety at Work Regulations 1999 |
| | Liaise with the Compliance Team to ensure this policy and associated procedure is audited effectively by the Health and Safety Team. |
| | Investigate accidents and incidents involving radon with a view to highlighting opportunities for improvement. |
| Managers | Make teams aware of the radon management policies and procedure. |
| | Where appropriate include radon management procedures within inductions. |
| | Ensure that all works conducted on radon mitigation measures are in line with the relevant regulations for those items |
| | Immediately report any radon related issues to both the Compliance and Health and Safety Teams |
| Employees | Complete any radon related training allocated |
| | Report any radon related issues, or incidences to their line manager immediately |
| | Whistleblowing for any radon issues |
| | Where responsible for works on radon mitigation measures (either directly or via a contractor), ensure that all works are conducted in line with the relevant regulations for those items |
| Customers | To follow the guidance supplied around radon safety in their home |
| | To report any faults/defects in the radon mitigation measures which are installed to their home |
| | To advise believe housing in change of circumstances that may affect the radon measurement within their home in accordance with the tenancy agreement. |

5. Communication with Customers

believe housing will:

- at least annually promote radon awareness with our customers
- advise customers of the results of radon testing undertaken within their homes
- keep customers updated on any radon mitigation works taking place
- act upon any radon safety concerns reported by our customers.
- liaise with our customers regularly to discuss radon safety precautions and other compliance matters.

6. Monitoring and review

The Compliance Team will report key radon related figures to the audit committee on a quarterly basis and continually monitor and audit compliance procedures.

The policy will be reviewed every two years unless there is:

- a significant radon incident.
- important change in circumstances or legislation, which would warrant a review being carried out at an earliest date.
- any issues raised regarding the policy by an independent organisation undertaking audit or review.

7. Links to other policies and procedures

This policy should be read and reviewed in conjunction with:

- The Radon procedure
- Health and safety policy
- Repairs and Maintenance Policy
- Future Homes Strategy
- Assured (shorthold) Tenancy Agreement