

LIFT AND LIFTING EQUIPMENT SAFETY POLICY

Who does this policy apply to:	Board, Staff, Tenants, Contractors, and the General Public
Review Date (minimum every three years)	March 2028
Policy Author/Reviewer and Job Title	Sally Rowe, Head of Housing

POLICY

Purpose and Scope:

This policy sets out WFHA's responsibilities to comply with the law and regulatory guidance on the use and maintenance of lifts and lifting equipment in properties it owns and control. This includes passenger lifts, platform lifts, stairlifts and through-floor lifts.

WFHA recognizes that our lifts and lifting equipment is relied upon by people with mobility impairment to carry out necessary daily tasks. To that end we are committed to maintaining that equipment and forward planning any disruptive works to minimize inconvenience and hardship.

Details:

WFHA will ensure:

- Passenger lifts are inspected at required intervals by specialists appointed by our insurers to comply with the law
- That all lifting equipment within its properties are properly maintained and safe to use
- That anyone using our lifts and lifting equipment is able to summon help quickly and easily in the event of an equipment failure
- Actively communicate with tenants about lift safety measures including access to maintenance records
- Investigate and respond to any lift safety concerns raised by tenants, staff, or others in relation to properties it owns or manages
- That a lift replacement programme is maintained in the Business Plan.
- Adequate records are maintained

Responsibilities:

The Chief Executive is the Competent Person with overall responsibility for all aspects of health and safety within WFHA. The Chief Executive will responsibly delegate tasks in order to comply with their duties under the law.

The Head of Housing is the designated Competent Person to coordinate the health and safety programme and will seek external expert advice and guidance as required.

The Asset Services Manager is responsible for:

- The lift inspection, servicing, and replacement programme.
- Preparing and submitting compliance reports on lift safety management.
- Assisting the Executive Leadership Team in carrying out their responsibilities in relation to lift safety management.

All staff are responsible for raising concerns to managers about lift safety promptly and ensuring these concerns are responded to. These include concerns communicated to them by tenants or others.

Related Policies:

Responsive Repairs Policy

Health & Safety Statement

Procurement Policy

Aids & Adaptations Policy

Equality & Diversity Policy

Consumer Regulations – Safety & Quality Standard

Relevant Acts/Legislation/Regulation

Lifting Operations and lifting Equipment Regulations 1998 (LOLER)

Provision of Work Equipment Regulations 1998 (PUWER)

Health and Safety at Work Act 1974

Fire Safety Act 2021

Supporting Information:

<http://www.hse.gov.uk/work-equipment-machinery/loler.htm>

Document History:

Date of Last Review: April 2025

Date Approved by the Board:

Equality Impact Statement:

WFHA must ensure all individuals are treated fairly and in line with legislation relating to the nine protected characteristics identified in the Equality Act 2010 and with the Association's Equality policies and procedures. You must comply with the law and Association policies and procedures governing equality and diversity. The nine protected characteristics are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation.