



BRENTWOOD
BOROUGH COUNCIL

Housing Compliance Report

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Executive Summary

The purpose of this report is to provide senior management and members with a quarterly update of the compliance within the Housing Department for quarter three (October 2022 – December 2022).

This document breaks down each compliance area within then reports on the progress of their respective areas accordingly.

Positives

- EICR testing programme was due to be completed in 2024 but has been completed in 2022, cutting the time by 2 years.
- All commercial/communal LGSR testing is completed
- Asbestos re-inspection survey programme revised to ensure 100% access by spreading out the surveys across other months.
- No asbestos related immediately dangerous risk actions outstanding
- All fire risk assessments for 2022 completed

Neutral

- Domestic Gas LGSR 2022 programme is almost completed, only 8 left to gain access. Explanation in section below
- One communal EICR certificate to be amended to include an additional block at Railway Square. Explanation in section below.
- Fire risk assessment actions will be managed by the Keystone database KRM (Keystone Risk Management) which is having technical issues. A technical session with Civica is currently being scheduled to resolve the issues.

Negatives

- Asbestos Management Survey programme is taking longer than expected due to access issues. The programme started during Covid19 pandemic when tenants were very reluctant to allow access.
- Water Hygiene Survey programme has only 284 individual properties to survey and programme will be complete. This is taking longer than expected due to access issues. Again the programme started during the Covid19 pandemic when tenants were reluctant to allow access.

1. Gas Compliance

Commentary

Brentwood Council adheres to the Gas Safety (Installation and Use) Regulations 1998 (GSIUR) Approved Code of Practice and guidance which came into force on 6th April 2018.

The changes to GSIUR, which do not relax regulatory requirements or reduce safety standards, are to:

- introduce a degree of flexibility to the timing of landlords' annual gas safety checks. This change means that landlords can carry out the annual gas safety check in the two months before the due date and retain the existing expiry date. This avoids landlords waiting until the last minute and not gaining access or having to shorten the annual cycle check to comply with the law. There is no change to the legal requirement for an annual gas safety check or for maintenance to be carried out
- incorporate an existing exemption into law to carry out alternative checks in situations where there is no meter to directly measure the heat input and it is not possible to measure the operating pressure, and extend the scope slightly to include situations where the meter is not accessible, or the meter display is not working

Social Landlords also capture their statutory gas compliancy information through a national housing indicator/benchmark (Housemark) however, some organisations do not include non-access in their compliancy performance, whilst Brentwood Council does to show transparency. The data is captured and submitted monthly for the previous month.

Our responsibility as a Social Landlord is to ensure an annual gas safety record (LGSR) is completed in each property we own to fulfil our legal obligation. Properties the Council manages on behalf of an external agent are also our responsibility to ensure this annual safety check is completed. Council residents will receive a copy of the LGSR in the post 28 calendar days after it has been completed, subject to postal schedules.

Gas compliancy is split into two categories; domestic which covers individual flats/houses and commercial/communal which relates to a block of flats connected through a central heating system. When a resident moves out, before reletting a subsequent LGSR is completed as part of the change of tenancy.

DOMESTIC

A weekly gas domestic compliance spreadsheet is supplied by Axis which notes which addresses will be past the last annual service date and therefore are classified as overdue.

COMMERCIAL/COMMUNAL

The Council have a total stock of 6 commercial plantrooms which are located at

1. The Gables
2. Chichester House
3. Drake House
4. St Georges Court
5. Four Oaks
6. Victoria Court

Each plant room has a valid gas safety certificate. These records are held on our asset management system, Keystone.

Key Performance Indicators

| As at 31/12/2022 | No. on contract | No. Overdue | As % of contract | Contractual Compliance % |
|------------------|-----------------|-------------|------------------|--------------------------|
| Total | 2,098 | 8 | 99.62% | 100% |

Of the 8 outstanding cases that require the annual Landlord Gas Safety check:

- 5 cases were proceeding to Court. The hearing was scheduled for 11/01/23
- 1 case officers were liaising with the next of kin to arrange access to the property in the New Year
- 2 cases were referred to the Housing Officer for assistance.

Position statement as of 14 February 2023; we are 100% compliant. All properties that where there is a gas appliance, have a current landlord gas safety record.

2. Electrical Compliance

Commentary

In March 2019, Brentwood Borough Council were subject to a Health and Safety Executive (HSE) review into all compliance areas. As part of this review, the Council were found to be effectively managing the risk across all areas of compliance but had areas requiring improvement in relation to electrical safety.

Electrical Regulation

The electrical installation work is governed by industry standards and a legal framework.

Industry Standards are voluntary codes of rules written by the industry to which they apply and approved by a nationally recognised body. They are aimed at simplifying the terminology, processes and procedures used within that industry.

Standards (whether International, European, or British) do not form part of law, nor are they legally enforceable, except where they form part of a contract. In a contract, the relevant standards will normally be stated as the standard of work required to fulfil the contract.

However, some standards are given an elevated status when referred to either directly or indirectly in statutes. The most significant example of this for the electrical industry is British Standard 7671 which is referred to indirectly in the Electricity at Work (1989) Regulations (via the HS(R)25 document) and directly in the Approved Document for Part P of the Building Regulations. Being referred to directly or indirectly in legislation gives the standards a pseudo legal status.

Legal Framework

As well as industry standards, electrical contractors are subject to several statutory regulations covering health and safety, safe working practices and management of electrical supply and products. In addition to legislation, contractors are also bound by their duties and responsibilities under contract law. Key legal requirements for electrical work are outlined in:

- The Electricity at Work Regulations 1989 - these regulations have far reached implications for all employers. They impose a duty of care on employers to manage their electrical systems and products so as not to cause death or injury to others. The regulations cover the design, construction, operation, and maintenance of these systems.
- The Building Act 1984 & 2000: The Building Regulations - stem from the main Act of Parliament, the Building Act 1984. The Building Regulations exist to promote standards for most aspects of a building's construction, including its structure, fire safety, sound insulation, drainage, ventilation, and electrical safety.

Our responsibility as a Social Landlord is to ensure an Electrical Installation Condition Report (EICR) is completed every five years and retested on the anniversary year. When a resident moves out, before reletting a property, a subsequent EICR is completed as part of the change of tenancy.

Key Performance Indicators

| | Total Number Required | Total Number Completed | Outstanding |
|--------------------------|------------------------------|-------------------------------|--------------------|
| EICRs (Communal) | 124 | 123 | 1 |
| EICRs (Dwellings) | 2413 | 2274 | 139 |

Communal – At Railway Square there are 4 communal entrances but only 3 communal electrical intake cupboards. Axis have identified one block stores the Residual Circuit Device (RCD) switches for two blocks in Railway Square on this consumer unit. This is being amended to include both blocks on one Electrical Installation Condition Report (EICR) and we are waiting for this to be returned from the NICEIC.

Position statement as of 10 February 2023; there are no communal EICR's outstanding, and there are 78 EICR dwellings outstanding to be completed.

Following the visit from the HSE in 2019, the Council said it would deliver a completed EICR testing programme within 5 years. From the figures in the table above, taken directly from the asset management system, we have exceeded this timescale and almost completed the programme within 2 ½ years. This ensures the Council has accurate and up to date electrical testing records.

3. Asbestos Compliance

Commentary

As part of the partnering contract, Axis is responsible for the removal of all non-licensed asbestos.

The Council employs two contractors, in addition to the partnering contractor, to undertake asbestos surveys and asbestos removal in our social housing assets. The asbestos register holds all asbestos survey data in central location.

Asbestos Regulation

The importation, supply, and use of all forms of asbestos are banned. However, many buildings, and some plant and equipment, still contain asbestos-containing materials (ACMs).

Before you start any work in a building that might contain asbestos (e.g., built or refurbished before the year 2000), you need to do the following:

- Identify whether asbestos is present and determine its type and condition
- Carry out a risk assessment
- Decide if the work needs to be carried out by a licensed contractor
- If the work is not licensable, decide if the work needs to be notified
- Ensure those carrying out the work are suitably trained

The main asbestos legislation, The Control of Asbestos Regulations 2012, came into force on 6 April 2012, updating previous asbestos regulations to take account of the European Commission's view that the UK had not fully implemented the EU Directive on exposure to asbestos (Directive 2009/148/EC).

In practice the changes are limited. They mean that some types of non-licensed work with asbestos now have additional requirements, i.e., notification of work, medical surveillance and record keeping. All other requirements remain unchanged.

Asbestos regulations are enforced by HSE, Local Authorities (LAs) and the Office of Rail and Road (ORR). LAs are the principle enforcing authority in retailing, wholesale distribution, warehousing, hotel and catering premises, offices, and the

consumer/leisure industries). ORR is responsible for railway stations and depots and other rail premises.

The 4 main pieces of legislation that control work on asbestos are:

1. The Control of Asbestos Regulations 2006, combines;
2. The Control of Asbestos at Work Regulations 2002;
3. The Asbestos (Licensing) Regulations 1983;
4. The Asbestos (Prohibitions) Regulations 1992 (and all of their respective amendments) into one set of asbestos regulations

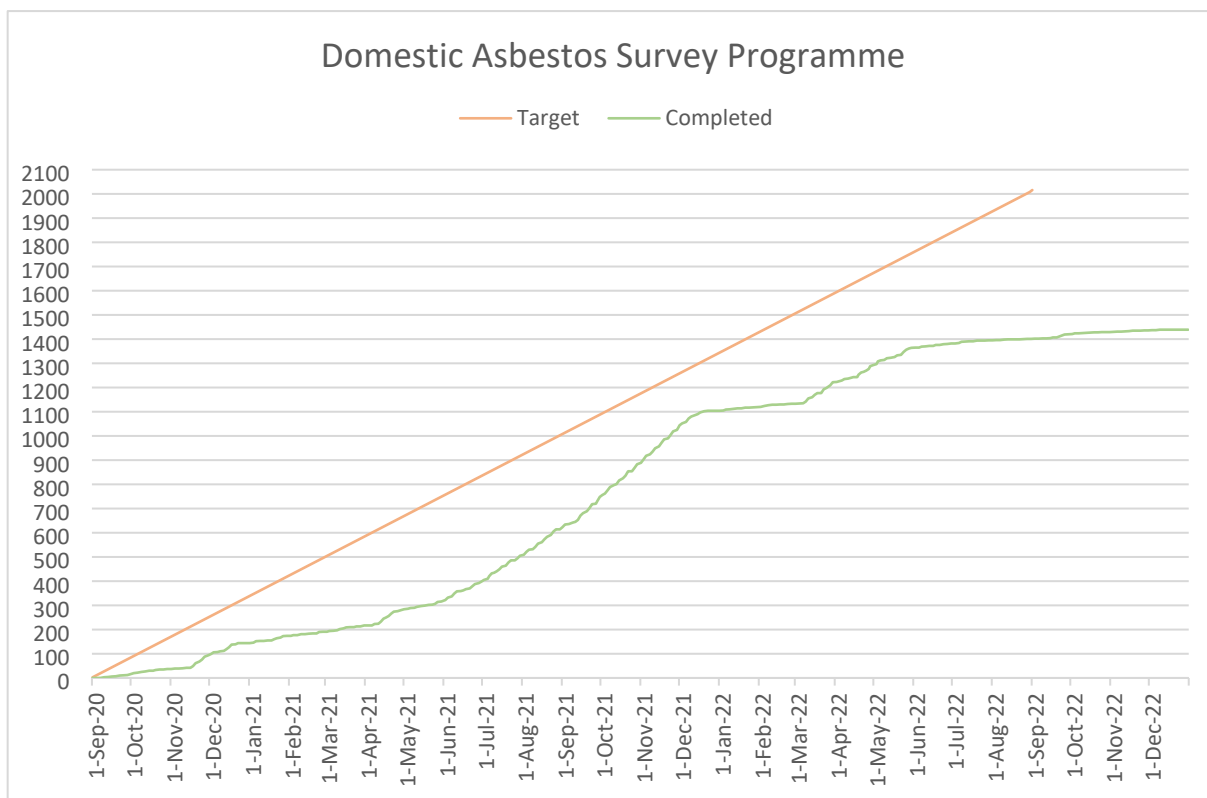
Our responsibility as a social landlord is to ensure all communal tenanted blocks of flats/maisonettes asbestos management survey are re-inspected annually. When a tenant moves out of a property, an asbestos management survey is completed, possibly added a refurbishment and demolition (R&D) element should the property require major work. All housing owned properties will require an asbestos management survey to be undertaken.

Key Performance Indicators

PLANNED ASBESTOS MANAGEMENT SURVEYS

Our asbestos surveying contractor, Thames Labs, were originally provided with 2064 addresses to undertake a management survey. The list has now reduced to 2016 which is due to properties being sold and decanted properties ready for refurbishment.

The Council asked Thames Labs to undertake the asbestos management surveys within one year, from the date of mobilisation (September 2020), to ensure the Council had a complete register of its asbestos risks.



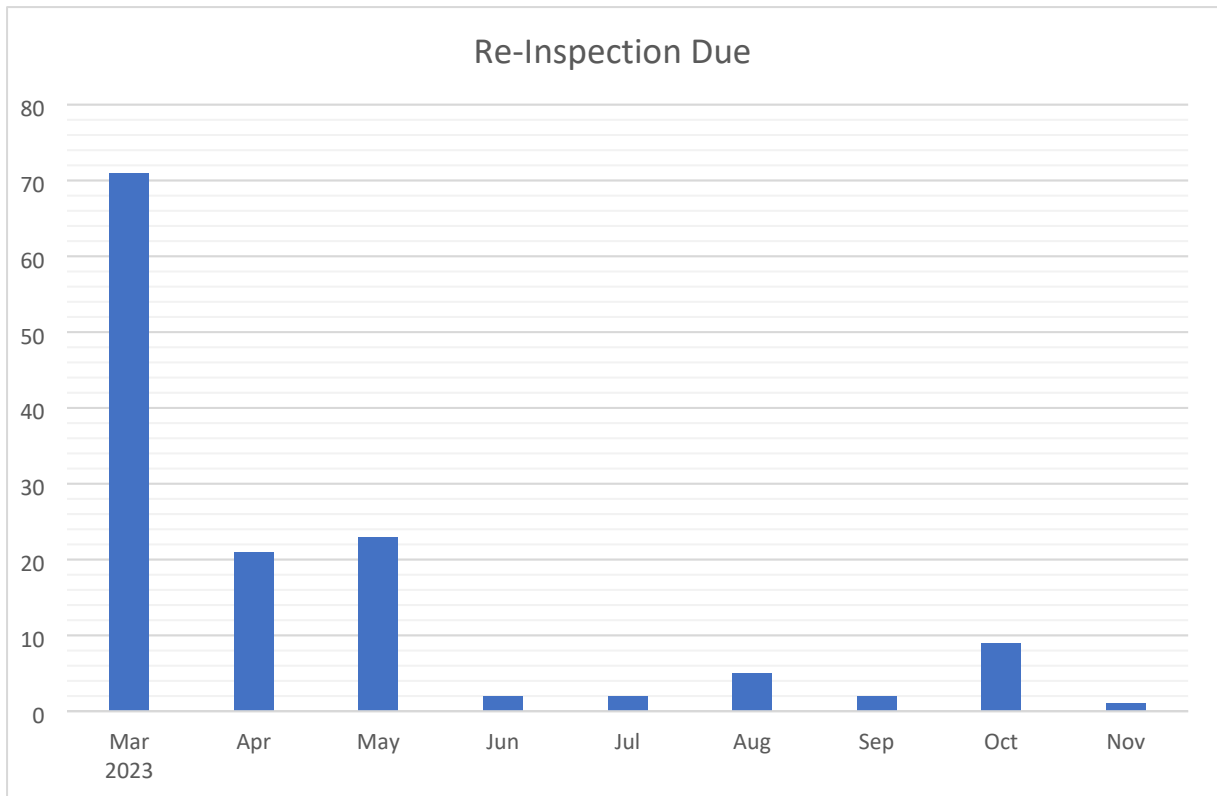
The chart above shows the position where we are currently with the inspection programme. Starting this programme during lock down proved very challenging and was met with a lot of resistance from tenants. The date was extended to August 2022 to allow additional time to gain access to tenants that did not allow access previously.

Unfortunately, Covid19 and the fear of contracting it has never gone away and there is still resistance from tenants to allow access. Despite surveying 1439 surveys which is 71% of the overall programme, access is still required to 577 properties or 29% to complete the entire programme. The compliance team are working closely with the Estates and Sheltered Housing teams to gain access to these properties.

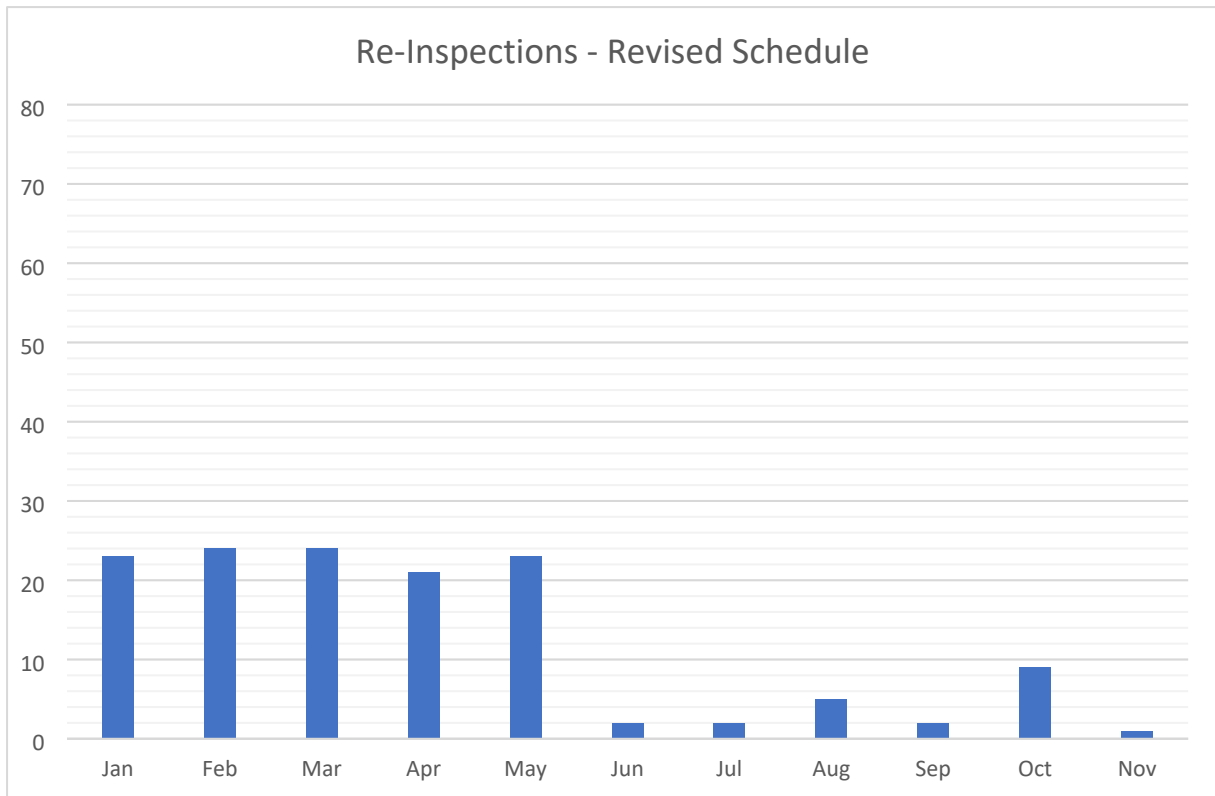
COMMUNAL RE-INSPECTION SURVEYS

The Council have a duty of care to ensure all communal areas are re-inspected annually to make certain all risks are captured as communal areas have most foot traffic.

All 136 blocks requiring a re-inspection survey have been completed.



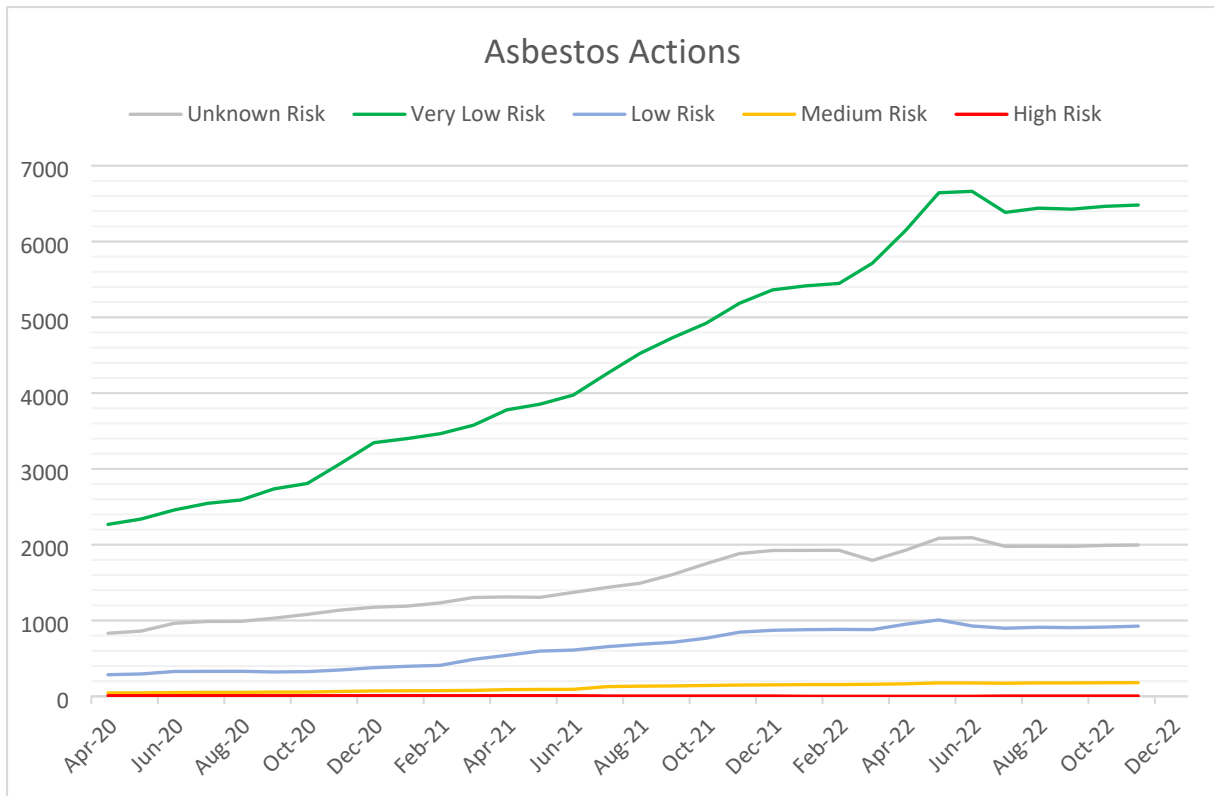
Most re-inspections fall within the month of March due to when the previous survey was undertaken. The compliance team have worked with our contractor to produce a revised programme spreading the surveys over the year which ensures a manageable programme.



The table above sets out the revised programme of re-inspection surveys for 2023. None of the surveys will fall outside of the target completion date.

ACTIONS FOLLOWING SURVEYS

The chart below provides the latest progress update for the actions required following an asbestos survey. These results include both management surveys and refurbishment & demolition(R&D) surveys.



Taking the above chart and breaking each one down further, the below chart shows where each action.

| Unknown Risk | 1996 |
|----------------------|-------------|
| Manage | |
| Inspection Required | 1996 |
| Remove | |
| No Recommendation | |
| Encapsulate / Repair | |
| Very Low Risk | 6481 |
| Manage | 5929 |
| Inspection Required | 19 |
| Remove | 235 |
| No Recommendation | 24 |
| Encapsulate / Repair | 274 |
| Low Risk | 926 |
| Manage | 669 |
| Inspection Required | 26 |
| Remove | 71 |
| No Recommendation | 1 |
| Encapsulate / Repair | 159 |

| Medium Risk | 180 |
|----------------------|-------------|
| Manage | 47 |
| Inspection Required | 4 |
| Remove | 54 |
| No Recommendation | |
| Encapsulate / Repair | 75 |
| High Risk | 0 |
| Manage | |
| Inspection Required | |
| Remove | |
| No Recommendation | |
| Encapsulate / Repair | |
| Grand Total | 9583 |

From the information set out above, there are no high-risk actions outstanding. A high-risk item is mainly amosite which can be found in thermal insulation. An example of this is unsealed lagging and sprayed on insulation. The medium risks are currently

being reviewed and cross referenced with capital planned projects to ensure these works are captured at the same time. The rest of the medium actions will then be actioned on a risk-based approach. A medium risk item is a mixture of chrysotile and crocidolite. An example of this is unsealed asbestos insulation board, asbestos cement, and vinyl floor tiles.

A low-risk item can be a range of either amosite, crocidolite, or chrysotile as it depends on what the item is made from. An example of this is ropes and woven textiles, thermal insulation, and undamaged asbestos insulation board.

A very low risk item can be a range of either amosite, crocidolite, or chrysotile as it depends on what the item is made from. An example of this is composite materials containing asbestos, decorative finishes and vinyl floor tiles which require to be managed and monitored for deterioration.

There are no set legislative criteria to undertake a re-inspection in a dwelling. This will only be undertaken once the actions have been completed which provides a wholistic approach and safe way of ensuring no action has been missed.

4. Water Hygiene

Commentary

In June 2019, a Water Hygiene Standard was approved for use by the Corporate Leadership Board with the intention of amending and reviewing the standard into a full policy which would be taken to a future appropriate committee following completion of the HSE review.

In September 2019 to continue improving the service area, Housing through our repairs and maintenance contractor Axis Europe, began working with HSL, approved Water Hygiene specialists.

Encompassing the boiler replacement programme, properties with stored water are converted to main supply by fitting a combination boiler. This reduces the risk of stagnant stored water.

Water Hygiene Regulation

Duties under the Health and Safety at Work etc Act 1974 (HASWA) extend to risks from legionella bacteria, which may arise from work activities. The Management of Health and Safety at Work Regulations 1999 (MHSWR) provide a broad framework for controlling health and safety at work. More specifically, the Control of Substances Hazardous to Health Regulations 2002 (COSHH) provide a framework of actions designed to assess, prevent, or control the risk from bacteria like Legionella and take suitable precautions.

The Approved Code of Practice (ACOP) 'Legionnaires' Disease - The control of legionella bacteria in water systems (L8)' gives advice on how to comply with the relevant legislation and it is the intention of this policy to comply in full of that document and its associated guidance document HSG 274 parts 2.

Key Performance Indicators

RISK ASSESSMENTS

There is no set legislative guidance to undertake water hygiene risk assessments to individual dwelling. However, it is best practice to undertake individual dwelling risk assessments, as well as blocks. This is the approach Brentwood Council has adopted.

Our partnering contractor, Axis, was provided with an address list of 100 blocks of our social housing assets, and prioritised sheltered schemes first due to residents in these schemes being the most vulnerable. Once the sheltered housing schemes were completed, they moved on to general needs blocks, then 1095 individual dwellings that have a hot or cold or both stored water tank.

Progress to date

100 block risk assessments have been completed.

811 individual dwelling risk assessments have been completed.

284 individual dwelling risk assessments have not been completed due to non-access.

As with other areas of compliance, the team are working closely with the Housing Estates team to gain access to these properties.

ACTIONS FOLLOWING SURVEYS

The tables below show the number of actions following the completed risk assessment.

Note: the term PCAF means Priority Corrective Action Form. This form is issued if an anomaly is identified after monthly samples are taken.

| Level of Action | Rolling Number of Actions | Number of Completed Actions | Number of Actions to completed (not overdue) |
|-----------------|---------------------------|-----------------------------|--|
| PCAF | 87 | 77 | 10 |
| High | 3018 | 2671 | 347 |
| Medium | 4353 | 2494 | 1859 |
| Low | 1567 | 726 | 841 |

An example of the level of actions are:

PCAF – following a monthly sample, the action can be to replace a cold-water storage tank because the tank is corroded, or the tank requires a clean and disinfection because there is sludge/sediment in the bottom of the tank.

High – small used outlets are not working and require replacement i.e. outside tap, the hot water has failed to reach 50°C which is usually a result of hot water immersions being turned down or, non-WRAS (water regulations advisory scheme which is a certification mark that demonstrates the item complies with the high standards set out by water regulations) approved flexible hoses has been fitted which either require being replace with a WRAS approved flexi hose or changed to copper pipping.

Medium – cold water storage tank outlet pipework not coded or labelled, there is inadequate lighting within the tank room area, shower head and/or hose can be immersed in water, or no backflow protection is present.

Low – a filling loop left attached to both lengths of pipework which requires removal to prevent any backflow issues.

The table below shows the timescale of when these actions are due to be completed.

| Level of Action | Number of Actions | Timescale to complete |
|-----------------|-------------------|---|
| PCAF | 10 | 2 months (Would usually be 1 month but these have section 20 consultation dates) |
| High | 347 | 3 months |
| Medium | 1859 | 6 months |
| Low | 841 | 12 months |

5. Fire Safety

Commentary

This section shows the Council's progress in relation to fire risk assessments and actions over the last 3 years.

All fire risk assessments have been completed and are up to date. The programme is due to restart in January 2023.

Fire Safety Regulation

The Regulatory Reform (Fire Safety) Order 2005 (FSO) is the main piece of legislation governing fire safety in buildings in England and Wales. The FSO applies to all workplaces and the common parts of buildings containing two or more domestic premises. It places legal duties on anyone in control of these premises (the Responsible Person - usually the owner or landlord) to undertake a fire risk assessment and put in place and maintain general fire precautions.

The Fire Safety Act 2021 clarified that the external walls, flat entrance doors and structure of buildings are all covered by the FSO and must be accounted for in fire risk assessments.

Additionally, The Fire Safety (England) Regulations 2022 came into force on the 23rd January 2023.

These regulations will make it a requirement in law for responsible persons of high-rise blocks of flats to provide information to Fire and Rescue Services to assist them to plan and, if needed, provide an effective operational response.

Also, the regulations will require responsible persons in multi-occupied residential buildings which are high-rise buildings as well as those above 11 metres in height, to provide additional safety measures.

In all multi-occupied residential buildings, the regulations require responsible persons to provide residents with fire safety instructions and information on the importance of fire doors. The regulations apply to existing buildings, and requirements for new buildings may be different.

In high-rise residential buildings, responsible persons will be required to:

- **Building Plans:** provide their local Fire and Rescue Service with up-to-date electronic building floor plans and to place a hard copy of these plans, alongside a single page building plan which identifies key firefighting equipment, in a secure information box on site.
- **External Wall Systems:** provide to their local Fire and Rescue Service information about the design and materials of a high-rise building's external wall system and to inform the Fire and Rescue Service of any material changes to these walls. Also, they will be required to provide information in relation to the

level of risk that the design and materials of the external wall structure gives rise to and any mitigating steps taken.

- **Lifts and other Key Fire-Fighting Equipment:** undertake monthly checks on the operation of lifts intended for use by firefighters, and evacuation lifts in their building and check the functionality of other key pieces of firefighting equipment. They will also be required to report any defective lifts or equipment to their local Fire and Rescue Service as soon as possible after detection if the fault cannot be fixed within 24 hours, and to record the outcome of checks and make them available to residents.
- **Information Boxes:** install and maintain a secure information box in their building. This box must contain the name and contact details of the Responsible Person and hard copies of the building floor plans.
- **Wayfinding Signage:** to install signage visible in low light or smoky conditions that identifies flat and floor numbers in the stairwells of relevant buildings.

In residential buildings with storeys over 11 metres in height, responsible persons will be required to:

- **Fire Doors:** undertake annual checks of flat entrance doors and quarterly checks of all fire doors in the common parts.

In all multi-occupied residential buildings with two or more sets of domestic premises responsible persons will be required to:

- **Fire Safety Instructions:** provide relevant fire safety instructions to their residents, which will include instructions on how to report a fire and any other instruction which sets out what a resident must do once a fire has occurred, based on the evacuation strategy for the building.
- **Fire Door Information:** provide residents with information relating to the importance of fire doors in fire safety.

Key Performance Indicators

Sheltered Housing risk assessments are carried out annually due to their high-risk nature.

Overall total no. of actions – 95

Overall total no. closed actions – 49

Number of actions from 2020 risk assessment: 9 actions

Number of actions from 2021 risk assessment: 37 actions

Number of actions from 2022 risk assessment: 49 actions

The term used by the Fire & Rescue Service is **High Rise** which takes in to account the Council's high-rise blocks which are over 18 metres. These assets are Gibraltar

House, Drake House, Masefield Court and Mayflower House. Risk assessments for these 4 blocks are undertaken every year.

Overall total no. of actions – 43
 Over total no. closed actions - 15

Number of actions from 2020 risk assessment: 0 actions
 Number of actions from 2021 risk assessment: 0 actions
 Number of actions from 2022 risk assessment: 43 actions

General needs assets are classed as the rest of the Council's communal blocks within the housing stock that requires a risk assessment with enclosed stairwells. The risk assessments are undertaken every two years because the risk is lower.

Overall total no. of actions – 165
 Over total no. closed actions - 37

Number of actions from 2020 risk assessment: 35 actions
 Number of actions from 2021 risk assessment: 115 actions
 Number of actions from 2022 risk assessment: 15 actions

This table shows the open actions split into 3 categories.

| Open Actions - Priority | | | | | |
|-------------------------|-----------|-----------|------------|----------|------------|
| Buildings | | High | Medium | Low | Total Open |
| Sheltered | 15 | 14 | 33 | 0 | 47 |
| High Rise | 4 | 15 | 13 | 0 | 28 |
| General Needs | 78 | 1 | 127 | 0 | 128 |
| Total | 97 | 30 | 173 | 0 | 203 |

All actions are within current target timeframes and are included in current planned projects.

6. Lifts and Lifting Equipment

Commentary

Throughout the Council's housing stock, we have a variety of lifts and lifting equipment which is in tenanted blocks of flats and individual tenanted dwellings on the tenant's needs which have been assessed from an occupational therapist. Through our partnering contract, Axis have responsibility of undertaking the servicing, maintenance, and repairs to the stock.

Lift Regulation

The main legal requirements regarding Lifting Operations and Lifting Equipment are defined under Health and Safety law, and principally are the Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) and Provision and Use of Work Equipment Regulations 1998 (PUWER).

Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)

Lifting Operations and Lifting Equipment Regulations 1998 – legislation places duties on people and companies who own, operate, or have control over work equipment.

Brentwood Council's Housing department will endeavour to ensure any Council owned property (where the Council has a legal responsibility) where a lift or lifting equipment has been installed must be serviced and maintained as part of our contractual arrangements with our partnering repairs & maintenance contractor. In addition, there will be a bi-annual inspection from the Council's insurance company on the lift and lifting equipment.

Provision and Use of Work Equipment Regulations 1998 (PUWER)

Provision and Use of Work Equipment Regulations 1998 – legislation places duties on people and companies who own, operate, or have control over work equipment. PUWER also places responsibilities on businesses and organisations whose employees use work equipment whether owned by them or not.

Key Performance Indicators

This is split into two areas;

1. Lifting equipment - which relate to stair lifts, hoists, scissor lifts or through lifts which are mainly in residents' homes
2. Lifts – which relate to passenger lifts in residential blocks of flats

The table below is an extract from the asset management system at the end of December 2022

| Area of Compliance | Total number of stock | Complete | Outstanding | % Complete |
|--------------------|-----------------------|----------|-------------|------------|
| Lifting Equipment | 38 | 31 | 7 | 81.58% |
| Lifts | 12 | 12 | 0 | 100.00% |

The 7 outstanding individual dwellings are due to non-access were referred to the Housing Officer for assistance.

7. Tunstall

Commentary

Tunstall provide a warden control service to 25 sites and communal fire alarm and communal boiler CO alarm in the plantroom (to Chichester House, the Gables, St Georges Court, and Victoria Court, Juniper Court is all electric) maintenance service to 5 of our sheltered blocks to Chichester House, the Gables, St Georges Court, Victoria Court, and Juniper Court.

Each of the 25 sites were installed at different dates:

1 in 2000

19 in 2013

5 in 2014

Key Performance Indicators

| Area of compliance | Contractor | Total number of stock | Complete | Outstanding | % Complete |
|------------------------------------|-----------------|-----------------------|----------|-------------|----------------|
| Communal Fire Alarm Systems | Tunstall | 5 | 5 | 0 | 100.00% |

8. Emergency lighting

Commentary

Through our partnering arrangements, Axis provide a maintenance and repair service to the 116 Council owned housing blocks in the borough.

Emergency Lighting Regulation

Emergency lighting is part of a building's fire safety provision and is a requirement of The Regulatory Reform Order of 2005 to have emergency lighting, where applicable, fitted.

The British Standard code of compliance for emergency lighting is:

Part 1: 1990 code of practice for residential buildings

- a. Adequate artificial lighting should be provided in all common escape routes and should be of a sufficient standard to enable persons to see to escape.
- b. In addition to the system of artificial lighting, escape lighting should be provided within:
 1. windowless accommodation normally accessible to the occupants,
 2. windowless common stairs,
 3. internal common corridors exceeding 30m in length,
 4. common stairs in buildings higher than 18m,
 5. all common escape routes in sheltered housing,
 6. common escape routes across a flat roof.
- c. Escape lighting systems should conform to the appropriate recommendations of BS 5266: Part 1.
- d. The lighting circuits of common escape routes not provided with escape lighting should be protected circuits.

Emergency lighting options

There are two types of emergency lighting systems: Maintained and Non maintained. In maintained systems, individual luminaires each incorporate a battery that is charged from the mains lighting supply. For example, when the mains power is fully restored following an interruption, the luminaires emergency lighting battery is fully recharged from the mains power supply. In a non-maintained system individual luminaires incorporate a power back up supply independent of the mains supply.

The above lighting categories are categorised as follows:

The prefix "M/" for maintained and "NM/" for non-maintained systems followed by the number of hours duration.

For example: M/1 is a Maintained 1-hour duration system
NM/3 is a Non maintained 3-hour duration system.

Defined escape routes BS 5266: Part 1: 1988

Current UK regulations require the provision of a horizontal illuminance at floor level on the centre line of a defined escape route not less than 0.2 lux. In addition, for escape routes of up to 2m wide, 50% of the route width should be lit to a minimum of 0.1 lux. Wider escape routes can be treated as a number of 2m wide bands.

Completion certificate

On completion of the work of installation of an emergency lighting system, or part thereof, a completion certificate should be supplied by the installer to the

occupier/owner of the premises. The Building Control Department should insist upon a copy of this certificate which should be retained with the Building Regulations application.

To ensure the emergency lights will operate for their duration in emergency conditions, the British Standard recommends that you have a **3-hour emergency lighting test once a year**, during which the main light circuit should be switched off and emergency lights left on for a 3 hour period to find out of any batteries need replacing.

Key Performance Indicators

Below is a table showing the compliance data at the end of December 2022.

| Area of compliance | Contractor | Total number of stock | Complete | Outstanding | % Complete |
|---------------------------|-------------------|------------------------------|-----------------|--------------------|-------------------|
| Emergency Lighting | Axis | 116 | 112 | 4 | 96.55% |

Position statement as of 10 February 2023; the 4 outstanding blocks emergency lighting annual test have been completed and now at %100 complete.

9. Closing Comments

Commentary

Overall compliancy has improved considerably since January 2019, and significant progress has been achieved to ensure tenants and leaseholders can be confident that they are safe in their home and immediate environment.

New policies have been implemented covering areas of compliance which existed in basic formats previously. These are live documents which are updated upon a legislative change, when staff members change or following review.