



Gardeen Housing Association Ltd
Building a Better Future

GARDEEN HOUSING ASSOCIATION

LIFT SAFETY POLICY

Implementation	2024/25
Next Review	2027/28

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1.0 Purpose

- 1.1 The aim of this Policy is to ensure the effective management of all stairlifts, or hoists present in Gardeen Housing Association properties.
- 1.2 The procedures detailed within this section have been written to ensure all reasonable steps have been taken to comply with the Lifts Regulations 1997, the Lifting Operations and Lifting Equipment Regulations (LOLER) 1998 and all other relevant legislation.

2. Management Responsibilities

- 2.1 It is the overall responsibility of the Management Committee to ensure that the Association complies with all statutory duties placed on it by Health & Safety Legislation. It is the responsibility of the Depute Director/Housing Manager to oversee this day-to-day.

The Management Committee shall receive ongoing quarterly reports on relevant aspects of lift safety (stairlifts only) within the Association's properties. The Management Committee shall be informed of any unsafe situations that arise as soon as practicably possible.

3.0 Definition of Lift

- 3.1 The Lifts Regulations 1997 define a 'lift' as: "a lifting appliance serving specific levels, having a car moving along rigid guides or a fixed course and inclined at an angle of more than 15 degrees to the horizontal, intended for the transport of:
 - People;
 - People and goods;
 - Goods alone, if a person may enter without difficulty and fitted with controls inside the car or within reach of a person inside."

4.0 Lifts

- 4.1 There are no passenger lifts in any Gardeen properties or communal closes.
- 4.2 There are no hoists in any Gardeen properties.
- 4.3 Stairlifts will only be considered where they are requested following an assessment by Glasgow City Council Health and Social Care Partnership GCC HSCP).

5.0 Routine Maintenance

- 5.1 GCC HSCP will carry out routine maintenance on all stairlifts. This is to ensure the equipment continues to operate as intended, and risks associated with wear or deterioration are avoided. A record of this visit and any works carried out will be held and recorded by Glasgow City Council.

- 5.2 Should any stairlift be reported to Gardeen as faulty, it will be immediately reported to GCC HSCP who will be requested to attend and arrange for any necessary corrective actions to be taken.

6.0 Data

- 6.1 Gardeen will retain a schedule of information on stairlifts, and update as required.

7.0 Data Protection

- 7.1 The Association will treat tenant data in line with our obligations under General Data Protection Regulation (GDPR) and our own policy. Details about how tenant data will be used and the basis for processing tenant data is provided in the Association's Fair Processing Notice.

8.0 Review

- 8.1 The Management Committee will review its methodology for managing lift safety every three years or sooner if required by statutory or regulatory requirements.