

Lift Policy Summary



- **Our Objectives:**
 - Our key objective of this policy is to ensure that Cabinet, Senior Leadership Team, Employees, Partners and Tenants are clear on what our legal and regulatory obligations are and that our policy provides the framework on how we will meet these obligations.
 - As a landlord, we are responsible for the maintenance and repairs in our homes, communal blocks and other properties we own and manage. Some of these contain domestic, passenger, goods lifts and other lifting equipment which we are responsible for maintaining.
- **Policy dates:** The full version of this policy (version 1.0) was signed off and approved by the Director of Housing in January 2024 and will be reviewed every two years or sooner if there is a change in legislation or regulations.
- **The policy scope and limitations:** This policy applies to any housing assets which are owned or leased by Babergh and Mid Suffolk, which are rented out and managed as social housing. This includes:
 - Houses and flats and any communal areas within these
 - Operational and Commercial buildings that are managed or owned by Babergh and Mid Suffolk District Councils such as Depots and workplaces for staff.
- **Our obligations:**
 - Passenger lifts in workplaces fall within the scope of LOLER this requires us to:
 - Carry out a thorough examination before use for the first time.
 - After any substantial or significant changes or following any exceptional circumstances such as damage, failure of the lift, major changes in operating conditions or if the lift shas been out of use for an extended period.
 - At least every 6 months (if carrying people) or 12 months (if the lift is being used to carry loads).
- **Programme:**
 - All lifting equipment and domestic lifts will be subject to a thorough examination this will be:
 - At least every 6 months (if carrying people) or 12 months (if the lift is being used to carry loads).
 - Carry out a thorough examination before use for the first time.
 - If the lift has been out of use for 21 days.
 - In accordance with an examination programme prepared by a competent person (where applicable).
 - In accordance with our insurer's specification (if it is more frequent).
 - All lifting equipment will be subject to routine servicing and maintenance in line with manufacturers recommendations and/or any examination scheme. This will be:
 - Every 2 months for passenger lifts
 - Every 6 months and at the change of occupancy in the case of stairlifts.
- **Consequences if we fail to deliver on our policy:** In serious cases of non-compliance our Senior Leadership Team and Cabinet will consider if it necessary to disclose this issue to the Regulator of Social Housing under regulatory framework and other relevant organisations such as the Health and Safety Executive.