

# **LIGHTNING PROTECTION SYSTEMS POLICY**

## **Responsible Officer**

Director of Property and New Business

## **Aim of the Policy**

This policy aims to ensure Phoenix:

- Carries out the testing, inspection, repair, installation and enhancement of lightning protection systems to its buildings.
- Minimises the risk of harm and loss of life to residents, staff and contractors from possible lightning strikes to its blocks of flats.
- Complies with all the relevant statutory requirements relating to lightning protection systems.

## **Policy Statement**

- 1.1 The Health and Safety at Work etc Act 1974 places general duties on Phoenix. Duties include ensuring, so far as is reasonably practicable, the health, safety and welfare of its employees and others affected by its work activity.
- 1.2 A Lightning Protection System consists of lightning rods, metal conductors and ground electrodes which are designed to offer a path to the ground/Earth to take away any high currents from a lightning strike away from the structure of the building.
- 1.3 Lightning protection systems come under the British Standard BS 6651:1999 or BS EN 62305. This BS EN 62305 standard was originally published in September 2006 and came into effect from 1<sup>st</sup> September 2008. This new standard was brought in to supersede the previous standard, BS 6651:1999.
- 1.4 Phoenix will ensure as reasonably practical, that all its existing lightning protection installed on its blocks of flats are maintained to BS 6651:1999 or BS EN 62305 if newly installed or upgraded. This will involve testing its existing systems annually.
- 1.5 Phoenix will maintain records of all its testing, repairs and installations of lightning protection systems. This will include all certification and reports. Records will be kept for 6 years.
- 1.6 Phoenix will ensure only competent persons are used in the testing, repair, installation and enhancement of its lightning protection.

## **Section 2 – Policy**

- 2.1 Phoenix will manage its lightning protection systems to all relevant buildings where it is installed and carry out annual testing.

- 2.2 Existing lightning protection installed to BS6651:1999 will be tested, inspected and certified to this standard.
- 2.3 Newly installed lightning protection installed to BS EN 62305 will be tested, inspected and certified to this standard.
- 2.4 Any blocks of flats with existing lightning protection complying with BS 6651:1999 will be upgraded to BS EN 62305 when carrying out external major works.
- 2.5 Any blocks of flats without any lightning protection having external major works will have a risk assessment carried out to deem whether the block requires lightning protection. If deemed necessary Phoenix will ensure it is installed to comply with BS EN 62305.

## Section 3 - Competence

- 3.1 Phoenix will audit the work of its lightning protection contractors. This will be carried out by the contract administrator.
- 3.2 Phoenix will only use competent people and companies to carry out its lightning protection testing, repairs and installation.
- 3.3 Phoenix will only employ lightning protection system contractors for any type lightning protection works. All contractors will be subject to Phoenix approval procedures. As a minimum this will include them providing:
  - *Details of their professional, public and employer liability insurances.*
  - *Training records for all their employees.*
  - *Details of their Constructionline membership.*
  - *Details of any action taken against them by HSE/LA (prosecutions, improvement notices or prohibition notices) in the past five years.*

## Section 4 - Monitoring

- 4.1 Phoenix will monitor maintenance of its lightning protection systems through Key Performance Indicators reported to the H&S Committee, Executive Team and the Board, and will review this policy every 3 years or sooner whenever there are changes to legislation, good practice or other learning.

## Section 5 - Quality Control

- 5.1 Phoenix will sample check to ensure that all records relating to lightning protection have been kept up to date and are correct.
- 5.2 Phoenix will where practical carrying out checks to any repairs carried out to ensure work is completed and to a satisfactory standard.

## Section 6 - Legislation

Including:

- The Health and Safety at Work Act 1974
- The Management of Health & Safety at Work Regulations 1999
- Equality At 2010
- Data Protection Act 2018
- Coronavirus Act 2020
- BS 6651: 1999
- BS EN 62305

## Reference to other documents and associated policies and procedures

- Contractors, Suppliers and Service Providers Charter
- Equality and Diversity Charter
- Group Health and Safety Statement of Intent
- Group Data Protection Policy
- Phoenix Standards
- Responsive Repairs Policy

## Definitions

Term/acronym	Description
Resident	Includes tenants, freeholders and leaseholders.
Phoenix	Phoenix Community Housing.
BS	British Standard
BS EN	British Standard European Norm

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