



RADON GAS POLICY

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Policy Owner: [Assets, Revenue]

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1.0 SCOPE / PURPOSE

- 1.1 Radon is a colourless, odourless, radioactive gas that occurs in rocks and soils, some building materials and water. **Adra (Tai) Cyf** aims to proactively manage the potential risk to health arising from radon gas, or the decay products of radon, in buildings owned or managed by Adra and its subsidiaries. This policy sets out the steps Adra will take to identify, assess and control risks related to radon gas.
- 1.2 This policy applies to all buildings owned or managed by Adra, including domestic dwellings, commercial buildings and any building used as a workplace. Building specific lease or management agreements may define legal responsibility. Where clear responsibility cannot be defined the default position for any building is that Adra will actively manage that risk until a time when clearly defined legal responsibility can be evidenced.
- 1.3 Whilst every Adra building is potentially within the scope of this policy, a desktop review of published radon mapping data along with a risk assessment of building construction and occupancy will determine if a hazard exists, and if there is a need to measure radon levels.

2.0 POLICY DETAIL

- 2.1 This purpose of this policy is to ensure Adra meets its obligations under the following legislation and regulations (as amended):
 - The Health and Safety at Work etc. Act 1974;
 - The Management of Health and Safety at Work Regulations 1999;
 - The Housing Act 2004 which introduced the Housing Health and Safety Rating System (HHSRS) and the Housing Health and Safety Rating System Regulations 2005;
 - The Renting Homes Wales Act 2016;
 - The Ionising Radiation Regulations 2017;
 - The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR);
 - Control of Substances Hazardous to Health (COSHH) Regulations 2002
 - Construction, Design and Management Regulations 2015
- 2.2 Adra will also refer to the following specific guidance and advice on how to comply with the above legislation and regulations:
 - HSE Approved Code of Practice (ACOP) L121 Working with Ionising Radiation

3.0 PROCEDURES

Adra will follow a structured approach to radon risk management, including:

3.1 Risk Identification and Assessment

- Conduct a desktop review of radon mapping data to identify high-risk properties.
- Appoint a competent person or contractor to conduct radon testing.
- Undertake periodic radon monitoring in high-risk areas, ensuring compliance with PHE guidelines.

3.2 Radon Testing & Monitoring

- Testing will be carried out using radon monitors placed in Contract Holders' homes for a 3-month period.
- Monitors will be placed in the bedroom and living room of each property.
- Contract Holders' will be provided with instructions on handling the monitors to prevent contamination.
- Data from radon testing will be recorded and stored securely.

3.3 Results & Mitigation

- If radon levels exceed 200 Bq/m³ (the UK action level), remedial measures will be undertaken to bring the levels down to below the UK target level.
- Remedial works may include installing radon sumps, ventilation improvements, or sealing entry points.
- Post-remedial testing will be conducted to ensure the effectiveness of mitigation measures.

3.4 Contract Holders' Communication

- Contract Holders' will be informed in advance about radon surveys and their importance.
- Results will be shared with Contract Holders', and guidance on minimizing exposure will be provided.
- Contract Holders' will be advised on the necessity of access for remedial works and follow-up testing.

3.5 Record-Keeping & Compliance

- A database of tested properties, radon levels, and remedial actions will be maintained.
- Compliance with regulations will be reviewed annually.
- Reports on radon testing and mitigation will be shared with relevant authorities as required.

4.0 RESPONSIBILITIES AND ARRANGEMENTS

Role	Responsibility
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Chief Executive	<p>The Chief Executive deemed to be the “Responsible Person’. He is ultimately responsible for the implementation of this Policy at all levels of the organisation and the provision of adequate human and financial resources to meet the requirements of WHQS 2023 and other relevant legislation and guidance.</p>
The Board	<p>Board is responsible for monitoring compliance with the Policy. In order to achieve this, the Board (or its nominated sub-committee(s)) will approve this Policy following review, and analyse performance reports to ensure that issues of significant risk are actioned appropriately.</p> <p>Board will be aware of specific legislation and guidance relevant to Adra premises, to enable them to understand the data that is presented to them and challenge any areas of the Management of Radon Gas in which they believe the organisation is not performing to the required standard.</p>
Head of Property Services (Revenue)	<p>Ensure overall policy implementation and compliance with legal obligations.</p> <p>Allocate appropriate resources for radon management.</p> <p>Review policy effectiveness annually.</p> <p>Ensure that sufficient funding is allocated to radon testing and mitigation programs.</p> <p>Oversee communication strategies to keep Contract Holders informed about radon risks and actions taken.</p>
Compliance Manager	<p>Oversee testing, mitigation, and compliance.</p> <p>Approve and monitor the Radon Gas Management Plan.</p> <p>Ensure all staff involved in radon management have adequate training.</p> <p>Maintain clear records of radon test results and remedial actions taken.</p> <p>Provide updates and reports to senior management on the effectiveness of radon control measures.</p>
Compliance Co-ordinator & Compliance Officer	<p>Implement radon risk management procedures.</p> <p>Engage with qualified contractors for testing and remedial works.</p> <p>Maintain accurate records of radon levels and remedial actions.</p> <p>Inform Contract Holders’ and staff of radon safety procedures.</p> <p>Conduct regular reviews and updates of radon mitigation strategies based on new findings and best practices.</p> <p>Ensure contractors are competent and meet Adra’s compliance standards.</p>
HSE Manager	<p>Monitor and enforce compliance with radon safety procedures.</p> <p>Liaise with the Health & Safety Executive (HSE) and other regulatory bodies on radon safety issues.</p>

	<p>Ensure adherence to the latest health and safety legislation regarding radon exposure.</p> <p>Conduct internal audits to assess the effectiveness of radon control measures.</p>
Contract Holder	<p>Allow access for radon testing and remedial works.</p> <p>Follow guidance provided on radon exposure mitigation.</p> <p>Report any issues with radon mitigation systems (e.g., damaged ventilation systems).</p> <p>Cooperate with Adra staff and contractors to facilitate effective radon risk management.</p>

5.0 DEFINITIONS

5.1 What is Radon?

Radon (more properly known as radon-222) comes from Uranium which occurs naturally in many rocks and soils. Radon is a naturally occurring radioactive gas that can seep out of the ground and build up in houses, indoor workplaces and other enclosed buildings.

5.2 Where is it found?

Radon is found everywhere in varying levels throughout the country. Radon collects in underground spaces such as basements, caves and mines. High concentrations can also be found in the ground floor of buildings because they are usually at slightly lower pressure than the surrounding atmosphere; this allows Radon from the sub-soil underneath to enter through cracks and gaps in the floor and building structure.

5.3 The risk

Radon contributes by far the largest component of background radiation dose received by the UK population. The largest of these is found in domestic dwellings (due to the longer time spent there) but significant exposures are possible in workplaces. See PHE Understanding Radiation.

6.0 ASSOCIATED DOCUMENTS

6.1 This policy is to be read in conjunction with:

- Adra Radon Gas Management Plan
- Adra Building Safety Framework
- Testing & Remediation Reports
- Contract Holders' Communication Strategy on Radon Testing
- Repairs and Maintenance Policy (RMpol06)
- Radon Gas FAQs – (HSI07)

7.0 RECORD OF REVISIONS TO THIS PROCESS

Issue	Date	Comments	Written By	Approved for content
1	June 2025	New Policy	IR	

8.0 EQUALITY AND DIVERSITY

8.1 Adra is committed to Equality, Diversity & Inclusion. We strive to be fair in our dealings with all people, communities and organisations, taking into account the diverse nature of their culture and background and actively promoting inclusion. This policy aligns with Adra's Equality, Diversity and Inclusion Policy and has been subject to an Equality Impact Assessment.

9.0 GENERAL DATA PROTECTION REGULATIONS (GDPR)

9.1 All personal data collected as part of radon testing and mitigation will be handled in accordance with the General Data Protection Regulation (GDPR) 2018.

10.0 REVIEW OF DECISION

10.1 Adra recognises the right to request a review of any decision relating to this policy. Any such review will be dealt with following our CCp04 - Review of Decision process.

10.2 Adra will ensure that any decisions relevant to this policy are reasonable and comply with relevant policy and legislation.

11.0 COMPLAINTS

11.1 Adra recognises your right to bring forward a complaint in relation to the exercise of this policy. Any such complaint will be dealt with under the CCpol01 – Complaints and Concerns Policy.

11.2 Adra will ensure that any decisions relevant to this policy are reasonable and comply with relevant policy and legislation.