

*North View is a registered Scottish charity – charity registration number SC032963*

## **POLICY**

### **ELECTRICAL INSTALLATION SAFETY**

Passed:-	23/10/2024	Review Date:-	September 2027
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**All North View policies and publications can be made available on CD/data-to-voice, in Braille, large print and community languages.**

**For further details please contact us on 0141 634 0555 or email us on [enquiries@nvha.org.uk](mailto:enquiries@nvha.org.uk)**

#### **1.0 Introduction**

- 1.1 The aim of this policy is to ensure the effective inspection, maintenance, and management of all electrical installations within the Association's housing stock, and all other property owned by the Association.
- 1.2 All electrical repair work and Electrical Installation Condition Reports (EICRs) are carried out using compliant contractors to ensure all work is undertaken by competent persons.

#### **2.0 Legal Framework**

- 2.1 This policy is intended to ensure that North View Housing Association meets the requirements of:
  - BS 7671:2018 (inclusive of all current amendments): Requirements for Electrical Installations: I.E.T Wiring Regulations: 18<sup>th</sup> Edition;
  - The Consumer Protection Act 1987;
  - The Electrical Equipment (Safety) Regulations 1994;
  - The Scottish Housing Quality Standards;
  - The Health and Safety at Work etc. Act 1974.

#### **3.0 Management Responsibilities**

- 3.1 It is the overall responsibility of the Management Committee to ensure that the Association complies with all statutory duties placed on it by health and safety legislation.
- 3.2 The Association has a duty under the Health and Safety at Work Act 1974 to ensure, as far as reasonably practicable, the health and safety and welfare of its employees, contractors, tenants, and visitors to its premises and properties.

#### **NORTH VIEW HOUSING ASSOCIATION**

29A Stravanan Road, Castlemilk, GLASGOW G45 9LY

Tel: - 0141 634 0555 Fax:- 0141 631 3231

e-mail:- [enquiries@nvha.org.uk](mailto:enquiries@nvha.org.uk)

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#### **4.0 Electrical Checks**

- 4.1 The Association will ensure that all electrical installations, fixtures and fittings are safe, in a reasonable state of repair and in proper working order at the start of the tenancy and throughout its duration and carry out an EICR report.
- 4.2 The Association will ensure that service contractors carrying out EICRs are competent within the terms of the Regulations and are members of recognised professional bodies.
- 4.3 The EICR will be carried out every 5 years and at the start of a new tenancy. It should be noted that this fulfils the requirements of the Scottish Housing Quality Standard: Technical Guidance for Social Landlords: Tolerable Standards: Annex E (Must be Healthy, Safe and Secure): Element No. 45.
- 4.4 The Association will retain a copy of the EICR for six years. A copy of the most recent report will be issued to the tenant before a tenancy starts. If an inspection is carried out during a tenancy, a copy relating to that inspection will also be given to the tenant.
- 4.5 All EICRs will be held in electronic format, centrally stored and linked to the relevant property record.

#### **5.0 Access Arrangements**

- 5.1 The Association will contact tenants by telephone and letter to arrange access to carry out EICRs.
- 5.2 If access is refused, the Association will exercise its legal right under the 2001 Act to force access, following the steps outlined in the tenancy agreement and in our Electrical Safety Procedure document. These actions are supported by the necessity to ensure tenant safety and legal compliance.

#### **6.0 Training**

- 6.1 The Association will provide training on electrical awareness for relevant members of staff.

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#### **7.0 Authority**

- 7.1 The Management Committee will manage, monitor and appraise matters with regards to the control of electrical safety within the Association's properties.

#### **8.0 Reports**

- 8.1 The Management Committee shall receive reports on relevant aspects affecting the control of electrical safety in the Association's properties as appropriate.

#### **9.0 Review**

- 9.1 The policy will be reviewed at least every three years. It shall, however, be reviewed earlier in response to any legislative and/or regulatory changes.

***End***

#### ***reviews and amendments***

- |            |   |  |
|------------|---|--|
| 24/01/2024 | - | Policy introduced  |
| 23/10/2024 | - | Policy reviewed  |
|            |   | (Section 5.0 'Access Arrangements' added)  |
| 11/12/2024 | - | Reference to Maintenance Sub-Committee removed from sections 7.1 and 8.1 to reflect new governance arrangements from January 2025. |

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