

CLYDESDALE HOUSING ASSOCIATION LIMITED

Policy:	Electrical Safety Policy
Date:	28 th April 2021
Lead Officer:	Technical Services Manager
Review Date:	28 th April 2024
Regulatory Standards:	Standard 1

The governing body leads and directs the RSL to achieve good outcomes for its tenants and other service users.

Guidance

- 1.1 The RSL's governance policies and arrangements set out the respective roles, responsibilities and accountabilities of governing body members and senior officers, and the governing body exercises overall responsibility and control of the strategic leadership of the RSL.
- 1.2 The governing body ensures the RSL complies with its constitution and its legal obligations. Its constitution adheres to these Standards and the constitutional requirements set out below.
- 1.3 All governing body members accept collective responsibility for their decisions.
- 1.4 All governing body members and senior officers understand their respective roles, and working relationships are constructive, professional and effective.
- 1.5 Each governing body member always acts in the best interests of the RSL and its tenants and service users and does not place any personal or other interest ahead of their primary duty to the RSL.

The Scottish Social Housing Charter relevant indicators:

4: Quality of housing

Social landlords manage their businesses so that:

- tenants' homes, as a minimum, meet the Scottish Housing Quality Standard (SHQS) when allocated; are always clean and tidy and in a good state of repair; and also meet the Energy Efficiency Standard for Social Housing (ESSH) by December 2020

5: Repairs & Maintenance

Social landlords manage their business so that:

- tenants' homes are well maintained, with repairs and improvements carried out when required, and tenants are given reasonable choices about when work is done

1. Purpose

- 1.1. The aim of this policy is to ensure the effective inspection, maintenance and management of all electrical installations, fixtures and appliances within premises controlled by CHA.
- 1.2. All electrical repair work and Electrical Installation Condition Reports (EICRs) will be sub-contracted to an external competent body.
- 1.3. The procedures detailed within this section are intended to facilitate the effective management of electrical safety, ensuring that all reasonable steps are taken to comply with the Consumer Protection Act 1987 including all subsequent amendments to the Act, and the Electrical Equipment (Safety) Regulations 2016 (IEE wiring regulations (Seventeenth edition) and incorporating and subsequent amendments before the next policy review date.

2. Definitions

- 2.1. "Competent Person" – person suitably trained and qualified by knowledge and practical experience, and provided with the necessary instructions, to enable the required task (s) to be carried out correctly.
- 2.2. "CHA" – refers to Clydesdale Housing Association Limited

3. References

- 3.1. British Standard BS7671:2008 IET wiring regulation.
- 3.2. The Consumer Protection Act 1987T
- 3.3. The Electrical Equipment (Safety) Regulations 2016
- 3.4. Fire Safety (Scotland Regulations) 2006 (and anticipating the New Fire and Smoke Alarm Standard due to come into force in Feb 2022)

4. Compliance with Regulatory Standards

- 4.1. In terms of the Scottish Social Housing Charter, the Scottish Housing Regulator has identified a number of key indicators relevant to housing maintenance by which it will measure landlord performance, including the following:
 - 4.2. meet the Scottish Housing Quality Standard (SHQS)
 - 4.3. meet the Energy Efficiency Standard for Social Housing (EESH) by 2020 and EESH 2 by 2034
 - 4.4. when they are allocated, are always clean, tidy and in a good state of repair.

- 4.5. that tenants' homes are well maintained, with repairs and improvements carried out when required, and tenants are given reasonable choices about when work is done.
- 4.6. tenants, owners and other customers receive services that provide continually improving value for the rent and other charges they pay.

5. Electrical checks

- 5.1. CHA will ensure that all electrical installations, fixtures, fittings, and any electrical equipment provided, is safe, in a reasonable state of repair and in proper working order at the start of the tenancy and throughout its duration.
- 5.2. CHA will ensure that service contractors carrying out EICRs are competent within the terms of the Regulations and are members of recognised professional bodies.
- 5.3. The EICR will be carried out within a 5-year period and at the start of a new tenancy.
- 5.4. CHA will ensure that there is a robust procedure in place which allows CHA to exercise its right to force entry to the property after three failed attempts at access. The procedure will mirror CHA's Gas Safety procedure and be updated periodically to ensure it is in line with current legislation.
- 5.5. CHA will retain a copy of the EICR for five 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.

6. Portable appliances

- 6.1. CHA will ensure that any appliances (e.g. fridges, washing machines etc.) provided as part of the tenancy agreement are safe.
- 6.2. An appropriate portable appliance testing (PAT) regime will be implemented for any appliances issued by the organisation.
- 6.3. All portable appliances issued by CHA will have the CE Mark, the British Standard kitemark or the 'BEAB Approved' mark.
- 6.4. CHA will issue tenants with a copy of the manufacturer's instructions for all appliances provided.
- 6.5. The Association is not responsible for any items left in a property by an outgoing tenant. The incoming tenant assumes all responsibility for these and will be advised of this when they sign the tenancy agreement.

7. Repairs and emergencies

- 7.1. CHA will use a competent service contractor to carry out repairs and emergency responses.
- 7.2. Should any faulty equipment be observed, that is the responsibility of the tenant, CHA will ask the tenant to take the item out of service until it is repaired or replaced.

8. Tenant responsibilities

- 8.1. Tenants will be advised to report any electrical faults immediately.
- 8.2. Tenants will be informed of any electrical items which are prohibited within CHA premises.

9. Smoke, Carbon Monoxide and Heat Alarms

- 9.1. CHA will ensure all properties meet the relevant current standards including hard wiring or interlinking the above alarms. These will be replaced on a 10-year cycle.
- 9.2. CHA will implement and comply with the new Fire and Smoke Alarm Standard, being introduced by the Scottish Government, by February 2022 and will ensure that all properties meet the new standard by this date. This includes for the provision of linked smoke alarm systems, Carbon Monoxide detectors and specialist equipment (e.g for deaf people or telecare community alarms) where required.

10. Funding

- 10.1 CHA will allocate sufficient resources from within its cyclical maintenance budget to enable electrical inspections in all identified properties.