

ELECTRICAL SAFETY POLICY

APPROVED BY HHP BOARD:
February 2025
EFFECTIVE DATE:
February 2025



hebridean housing
partnership

TABLE OF CONTENTS

INTRODUCTION2

AIMS.....2

ELECTRICAL CHECKS2

PORTABLE APPLIANCES.....3

REPAIRS AND EMERGENCIES3

TENANT RESPONSIBILITIES.....3

MONITORING AND REVIEW OF POLICY4

REFERENCES.....4

INTERPRETATIONS & ABBREVIATIONS5

INTRODUCTION

- 1.1 Hebridean Housing Partnership is committed to maintaining the Health and Safety of employees, tenants and members of the public. We recognise the potential health risks associated with electrical safety in our homes.
- 1.2 We have a duty of care to ensure that electrical installations are safe and are maintained. This duty is discharged through periodic inspections and associated testing to check whether an electrical installation is in a satisfactory condition for continued service.
- 1.3. Periodic inspection and testing is necessary because all electrical installations deteriorate due to a number of factors such as damage, wear & tear, corrosion, excessive electrical loading, ageing and environmental influences.

AIMS

- 2.1 The aim of this Policy is to ensure the effective inspection, maintenance and management of all electrical installations, fixtures and appliances within premises we control.
- 2.2 All electrical repair work and Electrical Installation Condition Reports will be subcontracted to an external competent body.
- 2.3 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 and the Electrical Equipment (Safety) Regulations 1994.

ELECTRICAL CHECKS

- 3.1 We 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.
- 3.2 Visual inspections on the household electrical system will be carried out by a competent person e.g. Clerk of Works before a tenant moves in.
- 3.3 We will ensure that service contractors carrying out Electrical Installation Condition Reports (EICR) are registered through the National Inspection Council for Electrical Installation Contractors (NICEIC), the Electrical Contractors Association (ECA), National Association for Professional Inspectors (NAPIT) or other accredited body. Individual

engineers working on electrical installations must be trained, competent and hold a relevant industry recognised qualification.

- 3.4 All works must be carried out in accordance with the Requirements for Electrical Installation IET Wiring Regulations 18th Edition BS7671:2018 (including all amendments)
- 3.5 The EICR will be carried out every five years.
- 3.6 We will retain a copy of the Electrical Installation Condition Report for six years. A copy of the most recent report will be issued to the tenant before a tenancy starts. If an EICR is carried out during a tenancy, a copy relating to that inspection will also be given to the tenant.

PORTABLE APPLIANCES

- 4.1 We will take reasonable steps to ensure that all appliances (e.g. electric kettles, fridges, washing machines etc.) provided as part of the tenancy agreement are safe.
- 4.2 An appropriate portable appliance testing (PAT) regime is to be implemented for any appliances that we issued.
- 4.3 All portable appliances we issue will have the CE Mark, the British Standard Kitemark or the 'BEAB Approved' mark.
- 4.4 We will issue tenants with a copy of the manufacturer's instructions for all appliances provided.
- 4.5 Within commercial premises not managed by us, the responsibility for the above will fall upon the tenant.

REPAIRS AND EMERGENCIES

- 5.1 Should any faulty equipment be observed, we will ask the tenant to take the item out of service until it is repaired or replaced.
- 5.2 We will use a competent service contractor to carry out repairs and emergency responses.

TENANT RESPONSIBILITIES

- 6.1 Tenants will be issued with information leaflets on electrical safety.
- 6.2 Tenants will be advised to report any electrical faults immediately.

- 6.3 Tenants will be informed of any electrical items that are prohibited within our properties.

MONITORING AND REVIEW OF POLICY

- 7.1 We will review this policy every 3 years. More frequent reviews will be considered if, for example, there is a need to respond to new legislation/policy guidance.

REFERENCES

- 8.1 British Standard BS7671:2018. "Requirements for Electrical Installations. IET Wiring Regulations", is the national standard in the United Kingdom for electrical installation and the safety of electrical wiring in domestic, commercial, industrial, and other buildings. The IET co-publishes BS 7671 with the British Standards Institution (BSI) and is the authority on electrical installation.
- 8.2 The Consumer Protection Act 1987. The act gives the right to claim compensation against the producer of a defective product if it has caused damage, death or personal injury. The act also contains a strict liability test for defective products in UK Law making the producer of that product automatically liable for any damage caused.
- 8.3 The Electrical Equipment (Safety) Regulations 1994. Anyone who manufactures electrical equipment must comply with the Electrical Equipment (Safety) Regulations 1994. These implement into UK law the European Council Directive 2006/95/EEC - commonly referred to as the Low Voltage Directive (LVD). The aim of these regulations is to ensure that electrical equipment designed for use within certain voltage limits is safe to use.

INTERPRETATIONS & ABBREVIATIONS

The following interpretation and abbreviations are used in this policy:

WORD	INTERPRETATION
<i>we</i>	Hebridean Housing Partnership
<i>Competent person</i>	A 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.
<i>EICR</i>	Electrical Installation Condition Reports
<i>NICEIC</i>	National Inspection Council for Electrical Installation Contractors
<i>PAT</i>	Portal Appliance Testing
<i>CE Mark</i>	Conformite Europeene certifies that a product has met the health, safety and environmental requirements of the European Union, thereby ensuring consumer and workplace safety
<i>IET</i>	Institution of Engineering and Technology
<i>ECA</i>	Electrical Contractors Association
<i>NAPIT</i>	National Association for Professional Inspectors
<i>BEAB</i>	British Electrotechnical Approvals Board
<i>BSI</i>	British Standard Institution
<i>UK</i>	United Kingdom
<i>EEC</i>	European Economic Community
<i>LVD</i>	Low Voltage Directive

All references to the masculine gender in this policy shall read as equally applicable to the feminine gender



HHP is a registered society under the Co-operative and Community Benefit Societies Act 2014, Registered Number: 2644R(S). Registered Office: Creed Court, Gleann Seileach Business Park, Willowglen Road, STORNOWAY, Isle of Lewis HS1 2QP. It is a charity registered in Scotland, Charity Number: SC035767, registered as Registered Social Landlord with the Scottish Housing Regulator, Registration Number: 359 and registered as a Property Factor, Registration Number PF000183

Email: info@hebrideanhousing.co.uk

Web: www.hebrideanhousing.co.uk

Phone:0300 123 0773