



## **Dunbritton Housing Association Limited**

<b>Name of Policy</b>	<b>Electrical Safety Policy</b>
<b>Responsible Officer</b>	<b>Asset Manager</b>
<b>Date approved by Board</b>	<b>October 2022</b>
<b>Date of next Review</b>	<b>October 2025</b>
<b>Section</b>	<b>Asset Management</b>
<b>Reference</b>	<b>AM13</b>

**We can produce information, on request, in large print, Braille, tape and on disc. It is also available in other languages. If you need information in any of these formats, please contact us on 01389 761486**

## Contents.

Section		Page
1.	Introduction	3
2.	Legislation	3
3.	Objectives	3
4.	Equal opportunities	4
7.	General Data Protection Regulations / Freedom of Information	4
8.	Consultation and Information	4
9.	Compliance	4

## 1. Introduction

Dunbritton Housing Association has a duty of care to ensure that the electrical installations within tenants' homes are regularly tested to ensure that they are maintained to a safe standard for use by its residents.

The purpose of this policy is to set out how Dunbritton Housing Association will ensure that its domestic and non-domestic properties are tested and maintained in a safe condition. This will ensure compliance and provide information on future decisions regarding electrical installations that guides our planned maintenance programmes.

The policy applies to all of the Association's domestic and non-domestic properties. It is supported by a Procedure on Electrical Safety

## 2. Legislation

We will comply with all relevant legislation and associated regulations, including:

- The Health & Safety at Work Act 1974
- The Housing (Scotland) Act 1987, 2001 & 2010
- BS 7671:2018 Requirements for Electrical Installations, IEE Wiring Regulations 18th Edition
- The Electricity at Work Regulations 1989 [1]
- General Data Protection Regulations
- SHQS (Scottish Housing Quality Standard)
- Housing Scotland Act (Tolerable standards)

The Scottish Housing Regulators (SHR) Regulatory Framework sets out what Landlords must ensure that they meet all of their legal duties and responsibilities and that they adhere to relevant guidance and the requirement of other regulators. SHR requirements relating to Annual Assurance and legal obligations are relevant to this policy.

*'There is a requirement to notify the SHR of any tenant and resident matters which have been reported to, or are being investigated by the Health and Safety Executive, or reports from regulatory or statutory authorities, or insurance providers, relating to safety concerns.'* *'Notify us (SHR) of any tenant and resident matters which have been reported to, or are being investigated by the Health & Safety Executive or reports from regulatory or statutory authorities, or insurance providers, relating to safety concerns.'*

## 3. Objectives

This policy aims to ensure that the association effectively administers compliance with its landlord obligations and to ensure SHQS compliance, in respect of electrical inspections by completing an Electrical Installation Condition Report for each dwelling every 5 years and for Housing of multiple occupancies every 3 years.

The objective is to ensure that our properties are well maintained, and safe and where any remedial works are identified that these are remedied as soon as practicably possible.

#### **4. Equality and Diversity**

As a service provider and employer, we recognise the requirements of the Equality Act 2010, oppose any form of discrimination, and will treat all customers, internal and external, with dignity and respect. We recognise diversity and will ensure that all of our actions ensure accessibility and reduce barriers to employment and the services we provide.

#### **5. General Data Protection Regulations /Freedom of information act**

When implementing our **Electrical Safety Policy**, we will ensure compliance with the principles of these regulations and act, we will ensure record-keeping for the purposes of this policy related to the contract that is in place and undertaking EICR's. This will include contractors having access to tenants' personal details for the purpose of visiting properties. All data will be held in line with GDPR requirements. This Policy is written to be open and transparent in line with FOISA

#### **8. Consultation and Information**

Consultation and Information **will be provided** in line with our Tenant Participation Strategy. We will:

Consult tenants over any significant changes that we propose to make with regard to this Policy and other related Policies and procedures

A copy of our Tenant Participation Strategy can be made available to tenants upon request.

#### **9. Compliance**

Our Electrical Safety Policy is compliant with:

- **Current legislation and links with our Internal Management Plan and Risk Management Policy**
- **Asset Management Maintenance and Performance Standard policy**