

Electrical Safety Policy

1. Aim

- 1.1 Onward Homes is regulated by the Regulator of Social Housing. Onward has statutory and regulatory responsibility for meeting its landlord obligations surrounding electrical safety.
- 1.2 This policy aims to ensure we meet our obligations as a landlord and provides assurance that electrical safety is effectively managed, ensuring we provide a safe environment for our customers, colleagues and third parties to live and/or work.

The main objectives of this policy are to:

- State our approach to electrical inspection and testing that ensures such inspection, testing, recording and rectification of defects to the electrical circuits, are maintained in a safe condition, so as to prevent risk of injury or death to any person.
- Ensure that all properties hold a current Electrical Installation Condition Report (EICR) and all electrical installations are tested and certified prior to letting.
- Ensure that all electrical works in homes and common areas are correctly designated, tested and certified by a competent person.
- Provide clear lines of responsibilities for the management of electrical safety.
- Provide a commitment to customers who are affected by electrical safety to communicate and raise awareness regarding the key issues.

2. Scope

- 2.1 This policy relates to offices; general needs accommodation; sheltered and supported housing; other rented properties owned by Onward; any communal areas including leaseholders/shared ownership, other rented accommodation managed by Onward on behalf of a third party; remote plant and garages unless other parties are explicitly specified as statutorily responsible in the lease, management agreement or other agreement.
- 2.2 Where properties are managed on behalf of third party owners, statutory responsibility will be detailed in the terms of the management agreement.
- 2.3 This policy is applicable to inspection, testing, recording and rectification of defects and issuing of reports, so as to prevent risk of injury or death to any person.

2.4 All premises with an electrical supply will be included in the inspection programme which will include inspection of condition, repair and maintenance to ensure installations and equipment are in a safe condition. The inspection will be completed by a competent person and records will be retained.

2.4.1 Typical installations and systems covered include:

- All electrical installations including domestic and communal landlord installation
- Portable electrical appliances (where appropriate)
- Lightning conductors
- Fixed fire and/or carbon monoxide alarms
- Solar Panels
- Door entry systems
- Electric heating systems.

3. Compliance with Regulatory Standards and Legal Obligations

3.1 The application of this policy ensures compliance with the Home Standard under the regulatory framework for social housing in England 2015 which requires all housing providers to 'meet all applicable statutory requirements that provide for the health and safety of the occupants in their homes'.

3.2 Onward will discharge the landlord's duty specifically detailed in [BS7671:2008 Institution of Engineering & Technology \(IET\) Wiring Regulations](#) including all amendments current at the date of the electrical works (currently 18th Edition), and [Part P Building Regulations](#).

3.3 It is essential we ensure customers, residents, employees and visitors remain safe in our premises (both individual homes and offices). Failure to properly discharge our legal responsibilities may result in:

- Prosecution by the Health and Safety Executive under Health and Safety at Work Act 1974
- Prosecution under Corporate Manslaughter and Corporate Homicide Act 2007
- Serious detriment judgement
- Reputational damage
- Loss of confidence by stakeholders in the organisation.

3.4 This policy operates within the context of regulatory legal frameworks as follows:

- [BS EN/IEC 62305 Lightning Protection Standard](#)
- [Construction Design and Management \(CDM\) Regulations 2015](#)
- [Control of Substances Hazardous to Health \(COSHH\) Regulations 2002](#)
- [Electricity at Work Regulations \(EAWR\) 1989](#)
- [Electrical Equipment \(Safety\) Regulations 1994](#)
- [IET Wiring Regulations BS7671:2008 inclusive](#)

- [Health and Safety at Work Act 1974](#)
- [Homes and Communities Agency Regulatory Standard \(The Home Standard\)](#)
- [Housing Act 2004](#)
- [Landlord and Tenant Act 1985](#)
- [Management of Health and Safety at Work Regulations 1999](#)
- [Management of Houses in Multiple Occupation \(England\) Regulations 2006](#)
- [Occupiers Liability Act 1984](#)
- [Provision and Use of Work Equipment Regulations 1998](#)
- [Reporting of Injuries, Diseases and Dangerous Occurrences Regulations \(RIDDOR\) 1995](#)
- [Workplace \(Health Safety & Welfare\) Regulations 1992 as amended](#)

4. Policy Detail

- 4.1 This policy must be read in conjunction with the Electrical Safety Management Plan which details the processes to be undertaken in delivery of the policy objectives.
- 4.2 A 5-yearly programme of EICR electrical installation testing will be carried out in domestic premises, common areas, sheltered and supported housing schemes and Houses in Multiple Occupation. Where properties are managed on behalf of external owners, responsibility is set out in the terms of the management agreement.
- 4.3 All premises included within an electrical upgrade programme will be upgraded in accordance with the current version of BS7671 (IET Wiring Regulations) and Part P of the Building Regulations, resulting in the issue of:
- A 'Satisfactory' Electrical Installation Condition Report (EICR)
 - An appropriate electrical test certificate ([NICEIC](#)/[ECA](#))
- 4.4 Where customer appliances are found to be immediately dangerous, the item will be disconnected or isolated by appointed electrical contractors.
- 4.5 We will work to proactively to detect electricity theft and work closely with electricity suppliers, local Police Authorities and work within the agreed Interoperability Protocol with the [Revenue Protection Agency \(UKRPA\)](#), subject to compliance with data protection legislation.

5. Responsibility and monitoring

- 5.1 The Onward Board will have overall governance responsibility for ensuring the gas safety policy is fully implemented with the regulatory standards, legislation and codes of practices.

- 5.2 The Onward Chief Executive will act as Duty Holder for the management of electrical safety and will ensure that compliance is achieved and maintained. He/she shall appoint the Delivery Gas and Electric Compliance Officer (s) to act as the 'responsible person(s) for electrical safety management.
- 5.3 The Executive Director Property – The performance of the Responsible Person duties is delegated to the Executive Director Property who is responsible for ensuring that sufficient competent resources are in place to ensure their capability to comply with this policy.
- 5.4 The Head of Landlord Compliance and Assurance will produce a monthly Landlord Health and Safety Risk Assurance Report for Board detailing electrical performance against statutory requirements.
- 5.5 The Property Strategy team's Gas and Electrical Compliance Manager will ensure that a minimum of 10% audit checks are undertaken in relation to the number of electrical safety inspections carried out.
- 5.6 The Delivery Gas and Electrical Compliance Officer (s) will be responsible for monitoring the electrical process through its various stages as detailed in the Management Plan and providing updates on performance against target.
- 5.7 Electric safety is a high risk area and this policy will be reviewed on an annual basis or where there is a change to current legislation. An external strategic review will be undertaken every 2 years which will include all operating procedures.

Linked documents:	Electrical Safety Management Plan
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