



REIDVALE HOUSING ASSOCIATION

ELECTRICAL SAFETY POLICY

Policy Number	
Policy Approved	25/02/2026
Due for Review	Feb 2029
Author	Head of Asset Management

POLICY SUMMARY

Purpose:	<p>The purpose of this policy is to set out how Reidvale Housing Association (RHA) meets all legal and regulatory obligations and to ensure best practice is followed in relation to electrical safety.</p> <p>This policy sets out RHA’s position in relation to managing the process to ensure each property has a current Electrical Installation Condition Report (EICR), repairs and maintenance and outlines the Association’s broad aims in relation to our repairs and maintenance service. It sets out a range of general principles that will guide the activities and standards of service that we aim to implement.</p>
Legislation/Guidance:	<p>Reidvale Housing Association (RHA) has a legal responsibility to carry out a detailed inspection report that assesses the safety and condition of a property’s electrical installations. A valid EICR is required at no more than 5 yearly intervals.</p> <p>In terms of electrical safety responsibilities, this policy complies with the wide range of legal and guidance requirements which are listed as follows:</p> <ul style="list-style-type: none">• The Health and Safety at Work etc. Act 1974• Right to Repair Regulations (under the Housing (Scotland) Act 2001)• Building Standards (Scotland) Regulations 2014• Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013• Construction (Design and Management) Regulations 2015• Corporate Manslaughter Act 2007.• Scottish Government - Building Standards. Technical Handbook 2009 Domestic Environment <p>BS7671 – Wiring Regulations; 18th Edition</p> <p>Provision and Use of Work Equipment Regulations 1998 (PUWER)</p> <p>Electricity at Work Regulations 1989</p> <p>The Scottish Housing Quality Standard</p>

	<p>The Association is a company under the Co-operative and Community Benefit Societies Act 2014, and a company regulated by the Financial Conduct Authority (FCA).</p> <p>The Scottish Social Housing Charter.</p> <p>Requirements of the Scottish Housing Regulator.</p>
Regulatory Compliance	<p>Standard 1: The governing body leads and directs the RSL to achieve good outcomes for its tenants and other service users.</p> <p>Standard 2: The RSL is open about and accountable for what it does. It understands and takes account of the needs and priorities of its tenants, service users and stakeholders. And its primary focus is the sustainable achievement of these priorities.</p> <p>Standard 3: The RSL manages its resources to ensure its financial well-being, while maintaining rents at a level that tenants can afford to pay.</p> <p>Standard 4: The governing body bases its decisions on good quality information and advice and identifies and mitigates risks to the organisation's purpose.</p> <p>Standard 5: The RSL conducts its affairs with honesty and integrity.</p>
Linked policies	Equality and Diversity Policy, Maintenance Policy, Void Management Policy
Financial Impact	Medium
Risk Assessment	High
Equalities Impact Assessment	Equalities impact has been considered
Date Reviewed	February 2026
Date approved by Management Committee	25 February 2026

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1. INTRODUCTION

- 1.1 Reidvale Housing Association (RHA) has a legal responsibility to carry out a detailed inspection report that assesses the safety and condition of a property's electrical installations. A valid EICR is required at no more than 5 yearly intervals.
- 1.2 Homes owned by Reidvale Housing Association have an electricity supply and a fixed wiring installation, usually with a consumer unit and wires feeding electrical accessories such as lights and sockets. Fixed wiring installations, if not adequately maintained and inspected for safety, can pose significant risks to our tenants and others. Reidvale Housing Association acknowledges the importance of having a robust Policy and Procedure in place to manage electrical safety to ensure the health and safety of all its tenants, employees, and contractors and to comply with electrical safety legislation.
- 1.3 This policy covers the following areas: -
- RHA's Responsibilities
 - Quality control
 - RHA's approach to taking access when required

2. AIMS AND OBJECTIVES

- 2.1 The aims and objectives of the policy is to ensure an effective management system is in place so that the required level of safety is maintained for all electrical installations that RHA have responsibility for.
- 2.2 RHA will apply this policy in a manner, which ensures compliance with the legislation while supporting its overall objective of providing tenants with a high quality repairs service.

3. LEGAL AND REGULATORY FRAMEWORK

- 3.1 Reidvale Housing Association Limited, a registered society under the Co-operative and Community Benefit Societies Act 2014, a registered social landlord and regulated by the Financial Conduct Authority (FCA).
- 3.2 We are regulated by the Scottish Housing Regulator (SHR). Their Regulatory Framework sets out seven Standards of Governance and Financial Management. Relevant to this Policy the particular elements under these Standards are:
- Standard 1: The governing body leads and directs the RSL to achieve good outcomes for its tenants and other service users.

- Standard 2: The RSL is open about and accountable for what it does. It understands and takes account of the needs and priorities of its tenants, service users and stakeholders. And its primary focus is the sustainable achievement of these priorities.
- Standard 3: The RSL manages its resources to ensure its financial well-being, while maintaining rents at a level that tenants can afford to pay.
- Standard 4: The governing body bases its decisions on good quality information and advice and identifies and mitigates risks to the organisation's purpose.
- Standard 5: The RSL conducts its affairs with honesty and integrity.

3.3 In terms of electrical safety responsibilities, this policy complies with the wide range of legal and guidance requirements which are listed in the Policy Summary

4. RESPONSIBILITIES

4.1 Our tenants are responsible for reporting any defects to the electrical system promptly and provide reasonable access for RHA's contractors.

4.2 RHA will:

- Carry out an Electrical Installation Condition Report (EICR) at no more than 5 yearly intervals
- Issue a copy of the Electrical Installation Condition Report (EICR) to each tenant immediately after the check has been completed and to any new tenant before they move in
- Carry out any appropriate repairs to the fixed wiring, sockets and light fittings as required
- Keep a record of all correspondence sent to the tenant including access arrangements and non access lists
- With reference to access issues, Reidvale Housing Association will contact our tenants at appropriate times to request access for the EICR to be carried out. If access is not given, we will follow the forced access process
- Carry out a 10% quality control assessment of all EICR and repair work by an external third party.

4.3 Void properties

An Electrical Installation Condition Report (EICR) will be undertaken when a property is returned to RHA, this will ensure any identified defects are attended to and appropriate compliance checks are made.

5. EDUCATION AND TRAINING

- 5.1 Reidvale Housing Association will ensure that all staff who are required to undertake work relating to the Electrical Safety process receive appropriate and regular training.
- 5.2 We will ensure that our tenants are provided with relevant information relating to electrical safety, highlighting the risks of not having the Electrical Installation Condition Report (EICR) carried out.

6. EQUALITY AND DIVERSITY

- 6.1 Reidvale Housing Association is an equal opportunities organisation. We are committed to providing an environment of respect, understanding, encouraging diversity and eliminating discrimination. No person or group of persons applying for housing and housing services will be treated less favourably than any other persons or groups of persons because of their age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.
- 6.2 In the application of this policy we will be mindful of the needs of individuals, particularly in the ways we engage to obtain access to people's homes. We will provide information we have available to make our contractor aware of individuals needs and to tailor their service accordingly (e.g. if a customer needs time to get to their door). We will seek support for customers where necessary (e.g. if communication is a barrier to access).
- 6.3 Reidvale Housing Association will review this policy for equal opportunities implications and take the necessary action to address any inequalities that may arise.

7. COMPLAINTS

- 7.1 Although we are committed to providing high levels of service, we accept that there may be occasions where a service user may not be satisfied with the service received from the Association. We value all complaints and use this information to help us improve our service. Any service user, complying with the procedure, but remaining dissatisfied with any aspect of the service they have received have the right to submit a complaint to the Association in accordance with the Complaints Handling Procedure.

8. GDPR

- 8.1 Reidvale Housing Association will treat personal data in line with our obligations under the current General Data Protection Regulation and our Privacy Policy. Information regarding how data will be used and the basis for processing data is provided in our Fair Processing Notice.

9. **POLICY REVISION**

- 9.1 The Association undertakes to carry out a comprehensive review of all aspects of this policy at least every three years. The review will take account of legislative changes, new policy guidance, best practice advice and the views of service users.