



BURY COUNCIL – HOUSING SERVICES ELECTRICAL SAFETY POLICY

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1.0 POLICY STATEMENT

This policy explains how Bury Housing Services will manage risks associated with electrical installations, electrical equipment and associated systems within premises owned, managed, or controlled by the organisation. The policy provides a clear framework for the inspection, testing, maintenance, repair and management of fixed electrical installations, portable electrical equipment (where applicable), and other electrical systems, ensuring consistency of approach, effective governance, and a robust audit trail.

Bury Metropolitan Borough Council properties contain a wide range of electrical installations and systems. These include, but are not limited to, fixed wiring installations within domestic and communal areas, landlord supplied electrical equipment, emergency lighting systems, fire alarm systems, lightning protection systems, and other electrical infrastructure for which Bury MBC has a repairing or management responsibility.

Bury Metropolitan Borough Council recognises that electrical systems present significant risks, including electric shock, burns, arc flash, electrical fire, explosion, damage to property and serious injury or death where systems are not adequately maintained or managed. The Council is committed to ensuring electrical installations are safe at the commencement of occupation and maintained in a safe condition throughout their operational life.

This policy sets out Bury MBC's approach to meeting statutory and regulatory duties relating to electrical safety, including responsibilities arising under the Electricity at Work Regulations 1989, Landlord and Tenant Act 1985, The Electrical Safety Standards in the Private Rented Sector (England) (Amendment) (Extension to the Social Rented Sector) Regulations 2025, Housing Act 2004, Building Regulations, and other applicable legislation, standards and guidance. The policy establishes the arrangements for inspection, testing, certification, remedial works, and ongoing monitoring required to identify, manage, and mitigate risks associated with electrical systems.

Bury Metropolitan Borough Council will promote compliance and good practice in relation to electrical safety to safeguard tenants, leaseholders, employees, contractors, and others who may be affected by electrical installations or equipment within properties owned or managed by the Council.

For the purposes of this policy, electrical safety includes all activities associated with the design, installation, inspection, testing, maintenance, alteration, repair and operation of electrical installations and equipment, including fixed electrical installations, landlord supplied portable appliances, communal electrical systems, and other associated electrical infrastructure under Bury MBC's control.

2.0 OBJECTIVES

Through this policy, Bury Metropolitan Borough Council aims to establish clear arrangements, procedures and responsibilities to ensure compliance with applicable

legislation, standards and guidance relating to electrical safety, whilst protecting the health, safety and welfare of tenants, leaseholders, employees, contractors, visitors and others who may be affected by electrical installations or equipment within properties owned, managed or controlled by the Council.

The policy seeks to ensure that electrical safety risks are effectively identified, assessed, managed, and monitored through a robust framework of inspection, testing, maintenance, remedial works, assurance, and governance arrangements. It also aims to provide assurance to tenants and stakeholders that electrical safety is being managed effectively and in accordance with statutory duties and recognised good practice.

Bury Metropolitan Borough Council is committed to implementing electrical safety processes in an efficient and proportionate manner, ensuring the overall approach aligns with the Council's Health and Safety Policy, Risk Management Strategy, Procurement Policy, Financial Regulations and Standing Orders.

The policy further aims to establish clear accountability for electrical safety management, defining key duty holders and responsibilities to ensure supporting procedures remain effective, compliant, and fit for purpose.

Bury Metropolitan Borough Council will monitor performance against this policy and provide regular assurance reporting to senior management and governance structures regarding compliance, performance and identified risks.

To achieve these objectives, Bury Metropolitan Borough Council will:

- Ensure electrical installations and associated systems within properties owned or managed by the Council are maintained in a safe condition throughout their operational life.
- Implement inspection and testing programmes for fixed electrical installations, communal electrical systems, landlord supplied portable electrical equipment and other electrical infrastructure in accordance with legislation, British Standards, and organisational requirements.
- Ensure Electrical Installation Condition Reports (EICRs), Electrical Installation Certificates (EICs), Minor Electrical Installation Works Certificates (MEIWCs), and associated compliance documentation are obtained, reviewed, retained, and monitored.
- Identify, prioritise, and complete remedial works arising from inspection and testing within appropriate timescales based upon the level of risk presented, with all identified remedial works completed within a maximum period of 28 days, unless a shorter timescale is required to remove immediate or potential danger.
- Ensure electrical works are only undertaken by competent people with appropriate qualifications, skills, knowledge, training, and experience.

- Maintain effective arrangements for monitoring contractor performance, quality assurance, technical auditing, and independent verification of electrical works.
- Ensure tenants, leaseholders and other building users are supported through effective communication and engagement relating to electrical safety responsibilities and access requirements.
- Minimise disruption and respond appropriately to reports of electrical defects, failures, or potentially dangerous situations, ensuring risks to persons and property are managed promptly.
- Maintain accurate asset data and compliance records to demonstrate statutory compliance and support effective risk management and decision making.
- Provide regular performance reporting and assurance to senior management and governance groups regarding electrical safety compliance, risks, and improvement actions.
- Commit, at all levels of the organisation, to reducing as far as is reasonably practicable the foreseeable risks associated with electrical systems and installations through robust electrical safety management arrangements.

3.0 RELEVANT LEGISLATION

In preparation of this Policy, Bury Metropolitan Borough Council has taken account of the following legislation and regulatory requirements relating to electrical safety, compliance and the management of electrical systems. This list is not intended to be exhaustive:

- Health and Safety at Work etc. Act 1974
- Landlord and Tenant Act 1985
- Housing Act 2004
- Defective Premises Act 1972
- Management of Health and Safety at Work Regulations 1999
- Workplace (Health, Safety and Welfare) Regulations 1992
- Electricity at Work Regulations 1989
- Electricity Safety, Quality and Continuity Regulations 2002
- Electrical Equipment (Safety) Regulations 2016
- Construction (Design and Management) Regulations 2015
- Building Regulations 2010, including Part P
- Provision and Use of Work Equipment Regulations 1998, where applicable
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013
- Regulatory Reform (Fire Safety) Order 2005

- The Electrical Safety Standards in the Private Rented Sector (England) (Amendment) (Extension to the Social Rented Sector) Regulations 2025
- IEE wiring Regulations BS7671 (as amended)

This is not an exhaustive list and Bury Metropolitan Borough Council will have regard to all relevant legislation, regulation and statutory requirements applicable to electrical safety.

4.0 ROLES AND RESPONSIBILITIES

The roles and responsibilities below establish accountability for the management of electrical safety across Bury Metropolitan Borough Council. All employees, contractors and relevant stakeholders have responsibilities for identifying, reporting, and managing risks associated with electrical installations and equipment.

For reference, the current Senior Leadership Structure is included to provide context regarding governance and reporting arrangements. Responsibilities detailed within this policy shall apply to the equivalent role or function where organisational structures change.

The Compliance Manager shall deputise for the Head of Housing Compliance where required.

Executive Director – Strategy & Transformation

The Executive Director shall:

- Hold overall executive accountability for ensuring effective governance arrangements exist for the management of electrical safety.
- Ensure suitable and sufficient resources are available to enable compliance with statutory and regulatory requirements.
- Ensure significant electrical safety risks and areas of non-compliance are escalated appropriately.
- Ensure electrical safety performance is subject to effective scrutiny through governance arrangements.
- Promote a positive safety culture and continuous improvement.

Director of Housing Operations

The Director of Housing Operations shall:

- Hold strategic responsibility for implementation of this policy.
- Ensure suitable arrangements are in place to achieve and maintain compliance with electrical safety requirements across the housing portfolio.
- Ensure electrical safety risks are monitored, managed, and reported.
- Review compliance performance and ensure appropriate corrective actions are implemented where required.
- Ensure adequate resources are available to support electrical compliance programmes.

Head of Housing Compliance

The Head of Housing Compliance shall:

- Hold operational responsibility for implementation of the Electrical Safety Policy.
- Ensure robust electrical safety management systems and procedures are developed, maintained, and reviewed.
- Ensure inspection, testing, certification, and remedial programmes are established and maintained.
- Ensure suitable arrangements are in place for monitoring contractor competence and performance.
- Ensure risks, incidents and areas of non-compliance are investigated and managed appropriately.
- Ensure electrical safety performance information is monitored and reported.
- Ensure policies remain current and reflect legislative and regulatory changes.
- Ensure effective communication with tenants and stakeholders regarding electrical safety matters.

Compliance Manager

The Compliance Manager shall:

- Support implementation and ongoing management of this policy.
- Maintain oversight of electrical inspection, testing, and remedial programmes.
- Monitor compliance against statutory requirements and organisational targets.
- Escalate overdue inspections, remedials, or compliance risks.
- Monitor contractor performance and quality assurance activities.
- Ensure compliance records, certification and associated documentation remain accurate and current.
- Deputise for the Head of Housing Compliance where required.

Repairs & Maintenance Team / Compliance Team

Electrical Manager (Repairs & Maintenance) and Electrical Specialist (compliance team) shall:

- Monitor electrical safety performance against agreed KPIs.
- Maintain compliance monitoring systems and records.
- Undertake audits and provide assurance regarding compliance performance. An independent third-party specialist will be appointed to regularly inspect, monitor, and report on the technical performance and quality of work, including certification, across all systems and equipment. The specialist will inspect a minimum of 10% of works across all workstreams and provide monthly reports detailing their findings.
- Review trends, incidents, and lessons learned.
- Prepare reports for senior management and governance groups.

Repairs & Maintenance Team

Electrical Manager & Electrical QS (Repairs & Maintenance) shall:

- Monitor electrical safety performance against agreed KPIs.
- Maintain compliance monitoring systems and records.
- Undertake audits and provide assurance regarding compliance performance (within the in-house team)
- Review trends, incidents, and lessons learned.
- Prepare reports for senior management and governance groups.
- The Electrical Manager and their team will undertake a minimum of 5% desktop checks to ensure that our electrical certification and works raised is to the standard required.
- Act as the Principal Duty Holder & Quality Supervisor or responsible person where applicable
- Ensure all electrical personnel are:
 - Competent
 - Qualified for the tasks they undertake
 - Approve training plans and CPD requirements
 - Monitor skills gaps and workforce capability
- Maintain company registrations (e.g. NICEIC, NAPIT)
- Ensure certifications, audits, and accreditations are upheld

Housing, Enforcement & Neighborhood Services

Housing Management Teams shall:

- Support access arrangements for inspection, testing and remedial works and leading on escalating to legal, as per No Access Policy.
- Escalate tenancy management issues where access is refused.
- Support vulnerable tenants and identify barriers to access.
- Assist with tenants' communication regarding electrical safety.

Contractors and Competent Persons

Contractors undertaking electrical works shall:

- Ensure all electrical works are undertaken by competent people possessing suitable qualifications, training, experience, and accreditation.
- Comply with all relevant legislation, standards, policies, and safe systems of work.
- Ensure inspection, testing, certification, and remedial works are completed within required timescales & are of an electronic certificate PDF format.
- Report unsafe situations, incidents and defects immediately, included but not limited to known or suspected energy theft.
- Participate in quality assurance and audit activities.

- Maintain competence and accreditation appropriate to duties undertaken.
- Ensure inspection, testing, certification, and remedial works are completed within required timescales & are of an electronic certificate PDF format documented within compliance assurance systems.

Planned/Reactive works investment, adaptations, Asset Management Team Teams & Contractors undertaking electrical work shall:

- Monitor electrical safety performance against agreed KPIs.
- Maintain compliance monitoring systems and records.
- Undertake audits and provide assurance regarding compliance performance (within the in-house team)
- Review trends, incidents, and lessons learned.
- Prepare reports for senior management and governance groups.
- The Electrical Manager and their team will undertake a minimum of 5% desktop checks to ensure that our electrical certification and works raised is to the standard required.
- Act as the Principal Duty Holder & Quality Supervisor or responsible person where applicable
- Ensure all electrical personnel are:
- Competent
- Qualified for the tasks they undertake
- Approve training plans and CPD requirements
- Ensure inspection, testing, certification, and remedial works are completed within required timescales & are of an electronic certificate PDF format documented within compliance assurance systems.

All Employees

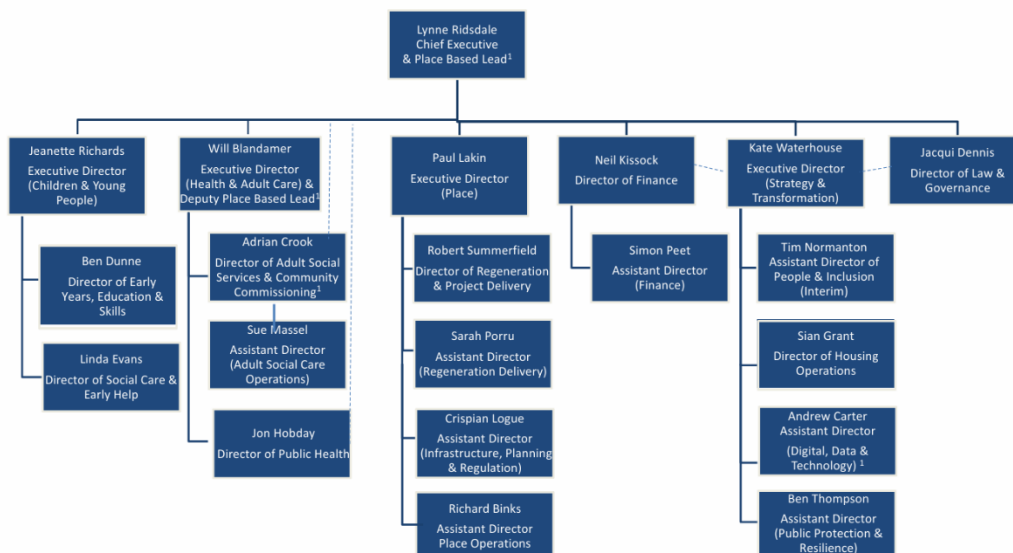
All employees shall:

- Familiarise themselves with this policy and associated procedures.
- Attend relevant training where required.
- Report on electrical safety concerns, incidents, or unsafe conditions immediately.
- Cooperate with arrangements intended to maintain electrical safety.
- Take reasonable care for their own health and safety and that of others who may be affected by their actions.

Bury Council Senior Leadership Structure

The structure chart below includes members of the Bury Council Executive Team (the Chief Executive and their direct reports) and the Council Senior Leadership Group. The data reflects the Council structure as of September 2025.

All posts can be contacted via the Council main switchboard on 0161 253 5000 and at Bury Town Hall, Knowsley Street, Bury BL9 0SW.



¹ These posts operate jointly across the Council and NHS Greater Manchester (Bury)

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5.0 TENANT RESPONSIBILITIES

Using the communication channels provided by Bury Metropolitan Borough Council, information and guidance will be made available to support tenants in understanding electrical safety and their responsibilities.

Tenants should report defects or concerns relating to landlord owned electrical installations, equipment or systems as soon as they become aware of them.

Tenants must allow access to Bury Metropolitan Borough Council employees and appointed contractors to undertake electrical inspection, testing, maintenance, remedial works and safety checks required to maintain statutory compliance and ensure electrical installations remain safe.

Where electrical inspection or testing is undertaken, tenants may be required to permit temporary isolation of the electrical supply and should take reasonable steps to prepare for this where necessary.

Tenants must not knowingly use electrical installations or equipment that they suspect to be unsafe and should report concerns immediately.

Tenants must not undertake unauthorised alterations to electrical installations within the property and must seek permission prior to carrying out electrical modifications or improvements.

Where approved electrical works are undertaken by or on behalf of tenants, appropriate certification must be provided to Bury Metropolitan Borough Council following completion.

Responsibilities relating to electrical safety within leasehold and shared ownership properties shall apply in accordance with lease agreements, repairing obligations and statutory duties.

Bury Metropolitan Borough Council is not responsible for the safety, maintenance or repair of tenant owned electrical appliances or equipment. tenants remain responsible for ensuring their own electrical equipment is maintained in a safe condition.

Any unauthorised or unsafe electrical installations identified may require disconnection, removal or remedial works to remove risk and may result in costs being recharged to the tenant where appropriate, in accordance with Bury council recharge procedures.

6.0 TENANT ENGAGEMENT

Bury MBC will establish a tenant engagement strategy and communication programme to support tenants in their understanding of electrical safety and associated responsibilities.

This will assist Bury MBC in maximising access to undertake electrical inspection, testing and remedial works, encourage and support tenants to report concerns relating to electrical safety, and support engagement with vulnerable and hard to reach tenants.

Bury MBC will share information clearly and transparently and ensure electrical safety information is available to tenants through regular publications and information published on the Bury MBC website.

7.0 QUALIFYING CONTRACTORS AND OPERATIVE RESPONSIBILITIES

The duties placed on Bury Metropolitan Borough Council by relevant electrical safety legislation require Bury MBC to ensure that employees and contractors undertaking electrical work are competent for the categories of work they are expected to perform.

Only suitably competent and appropriately qualified electrical operatives and contractors will undertake electrical works on behalf of Bury MBC. Contractors shall hold appropriate accreditation with a recognised certification or assessment body.

Bury MBC will ensure that internal operatives and external contractors hold appropriate qualifications, training, experience, and accreditation relevant to the work undertaken. Evidence of competence, qualifications and certification will be obtained during procurement and reviewed regularly thereafter. Bury MBC will ensure that internal operatives and external contractors hold appropriate qualifications, training, experience, and accreditation relevant to the work undertaken. Evidence of competence, qualifications and certification will be obtained during procurement and reviewed regularly thereafter. All electrical work shall be carried out dead, and live

working is only permitted where it fully complies with Regulation 14 of the Electricity at Work Regulations 1989 and is properly justified, risk assessed and controlled.

All electrical work shall be carried out safely with equipment isolated, locked off, and proven dead using safe isolation procedures; live working is only permitted where it fully complies with Regulation 14 of the Electricity at Work Regulations 1989 and is properly justified, risk assessed, and controlled.

Copies of contractor accreditation, insurance certificates, qualifications, ECS cards (where applicable), training records and competency evidence will be maintained and reviewed periodically to ensure records remain current.

Bury MBC will only approve competent contractors to undertake electrical inspection, testing, maintenance, remedial works, and installation activities. Contractors shall be procured in accordance with Bury MBC Procurement Policy and relevant governance arrangements.

Bury MBC recognises that competence is maintained through ongoing training, experience and Continuing Professional Development (CPD). Employees and contractors undertaking electrical work on behalf of Bury MBC shall be expected to maintain competence through appropriate CPD and remain current with changes to legislation, standards, guidance and industry best practice relevant to their work activities.

Contractors undertaking work on behalf of Bury MBC shall:

- Comply with all relevant legislation, standards, policies, procedures and safe systems of work applicable to electrical safety.
- Ensure inspection, testing and certification are undertaken in accordance with current requirements and completed by competent persons.
- Provide relevant documentation, including but not limited to Electrical Installation Certificates (EIC), Electrical Installation Condition Reports (EICR), Minor Electrical Installation Works Certificates (MEIWC) and other applicable documentation within agreed timescales.
- Immediately notify Bury MBC where unsafe electrical installations, defects or dangerous situations are identified.
- Participate in quality assurance, audit and contractor performance monitoring activities where required.
- Ensure test equipment used for inspection and testing is suitable, maintained and calibrated where applicable.
- Comply with Bury MBC procedures relating to access arrangements, tenant engagement and safeguarding requirements.
- Maintain accurate records of inspections, testing, certification and remedial actions undertaken.

Bury MBC will maintain arrangements to monitor contractor performance, review compliance documentation, and undertake quality assurance activities to provide assurance that electrical works are completed safely, competently and in accordance with statutory requirements.

Regular reports relating to inspection, testing, certification, remedial works, no access cases, and compliance performance will be reviewed by Bury MBC to support monitoring and assurance activities.

The Contractor will attend monthly meetings with Bury MBC.

8.0 REPORTING OF INJURIES, DISEASES AND DANGEROUS OCCURRENCES REGULATIONS (RIDDOR)

There is a requirement under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) for certain work-related injuries, dangerous occurrences and incidents involving electricity to be reported to the Health and Safety Executive (HSE).

Examples of reportable electrical incidents may include, but are not limited to:

- Electric shock resulting in reportable injury or death.
- Electrical incidents causing fire or explosion.
- Contact with overhead electrical lines.
- Damage to underground electrical cables resulting in a dangerous occurrence.
- Other electrical incidents meeting reporting thresholds under RIDDOR.

Any reportable electrical incident identified by employees or contractors undertaking work on behalf of Bury MBC shall be reported immediately through Bury MBC reporting procedures and escalated to the appropriate manager or responsible person.

Bury MBC will ensure reportable incidents are investigated, recorded, and reported to the HSE within statutory timescales where required. Lessons learnt from incidents will be reviewed and appropriate corrective actions implemented to reduce the likelihood of recurrence.

Where attendance is required following a serious electrical incident subject to investigation, no remedial works shall be undertaken other than actions necessary to remove immediate danger or make safe until appropriate instruction has been received.

9.0 ACCESS

When planning visits to occupied premises or where Access is not provided, the Bury MBC No Access Policy and procedures shall be utilised.

10.0 VOID AND NEW PROPERTIES

Bury MBC employees and contractors will ensure that, in the case of a tenant vacating an existing property, electrical installations and any landlord supplied electrical equipment are safe before the property is re-let or other trades are permitted to undertake works.

Bury MBC will ensure that an Electrical Installation Condition Report (EICR), and other appropriate inspection and testing where required, is undertaken in accordance with organisational requirements following a change of occupancy, including void

properties, transfers, and mutual exchanges, to confirm the electrical installation is safe for continued use.

In the case of newly constructed, acquired or substantially refurbished properties, Bury MBC will ensure electrical installations are inspected, tested and certified as safe before occupation or commencement of works by other trades. Any defects identified within the defect liability period will be reported and addressed in accordance with contractual arrangements.

Bury MBC will ensure that all new properties are provided with appropriate electrical certification, including but not limited to Electrical Installation Certificates (EIC), Part P building notification and associated documentation, where applicable.

Information obtained through electrical inspections, testing and certification will be used to inform future investment, maintenance, and asset management programmes.

11.0 MUTUAL EXCHANGE

Bury MBC employees and contractors will ensure that, in the case of a mutual exchange, electrical installations and any landlord supplied electrical equipment are safe before the exchange is permitted to proceed.

Bury MBC will ensure that an Electrical Installation Condition Report (EICR), and other appropriate inspection and testing where required, is undertaken prior to the mutual exchange to confirm the electrical installation is safe for occupation and continued use.

Consideration will be given to any tenant owned electrical equipment or unauthorised alterations remaining within the property. Any unsafe, defective, or unauthorised installations identified may require removal, disconnection or remedial action prior to the exchange taking place.

Mutual exchanges constitute a change of occupancy and therefore appropriate electrical inspection, testing and documentation requirements shall apply. A copy of any relevant electrical documentation will be made available to incoming tenants where required.

12.0 QUALITY CONTROL

Bury MBC conduct a systematic approach to quality control that is both efficient and effective, and the results clearly demonstrated and documented.

Bury MBC monitor and record the quality and safety of electrical work that is carried out by all electrical operatives working within Bury MBC owned and managed properties.

To demonstrate the Landlord's commitment to safety and quality Bury MBC will undertake and require our contractors to participate in a 'Risk' based quality assurance procedure:

Contractors' quality control – in line with their contract evaluation submission, with evidence supplied monthly at progress meetings.

Verification of contractual arrangements and administrative checks on electronic documentation via a desktop and system utilisation.

Provide a level of quality assurance to determine safety compliance and value for money. Across electrical installations, repairs, inspection and testing and maintenance work. The levels to be determined by the risks they pose with activation triggers.

13.0 TRAINING

Bury MBC will provide appropriate electrical safety training to relevant employees to ensure they understand their responsibilities and maintain awareness of risks associated with electrical installations and equipment.

Bury MBC will maintain arrangements to ensure employees undertaking, managing, or overseeing electrical work possess the appropriate qualifications, training, knowledge, and experience relevant to their role.

Bury MBC expects contractors undertaking work on its behalf to ensure operatives are suitably trained, competent and maintain qualifications, accreditation, and Continuing Professional Development (CPD) appropriate to the work undertaken.

Bury MBC will maintain a competency framework and/or training records, where applicable, to support monitoring of qualifications, training requirements, and expiry dates, ensuring competence is maintained and refreshed, as necessary.

Periodic reviews of training requirements will be undertaken to ensure employees and contractors remain current with changes to legislation, standards, guidance, and industry best practice relevant to electrical safety.

14.0 DATA PROTECTION AND RECORD KEEPING

Bury Metropolitan Borough Council will maintain accurate records against each property owned or managed, identifying electrical assets, inspection and testing requirements, certification, remedial actions and compliance status.

Bury Metropolitan Borough Council will operate robust processes to manage changes to stock, including acquisitions, disposals and changes in tenancy, to ensure properties are not omitted from electrical safety inspection and testing programmes and that compliance records remain current and accurate.

Bury Metropolitan Borough Council will maintain accurate records, where applicable, including but not limited to:

- Electrical Installation Condition Reports (EICRs)
- Electrical Installation Certificates (EICs)
- Minor Electrical Installation Works Certificates (MEIWCs)
- Records of remedial works arising from inspection and testing

- In-Service Inspection and Testing (ISIT) records for landlord supplied electrical equipment and appliances, where applicable
- Emergency lighting inspection and testing records, where applicable
- Fire alarm inspection and testing records, where applicable
- Lightning protection inspection and testing records, where applicable
- Electrical asset registers and inspection schedules
- Contractor certification and competence records
- Electrical safety incidents, investigations and corrective actions
- Records relating to access attempts, no access procedures and enforcement action, where applicable

Bury Metropolitan Borough Council will store electrical safety records within the designated compliance document management system The Compliance Workbook (TCW) & NICEIC portal and maintain appropriate arrangements to ensure the security, integrity and accessibility of compliance data.

Electrical safety records shall be retained in accordance with legislative requirements, organisational retention policies and recognised good practice. Where no retention period applies, records should be retained for the operational life of the installation, where reasonably practicable.

Bury Metropolitan Borough Council will ensure appropriate processes are in place to provide electrical safety documentation to tenants, regulators or other stakeholders where required, in a timely, transparent, and accessible manner, in accordance with all relevant legislation, regulatory requirements, and best practice standards.

15.0 REVIEW

This Electrical Safety Policy will be reviewed regularly to ensure it remains current, effective and reflects changes in legislation, regulation, standards, guidance, and organisational arrangements.

The policy will be reviewed annually, or sooner where there are significant changes to legislation, regulatory requirements, organisational structure, following incidents, or where lessons learnt indicate a review is necessary.

Compliance with this policy and associated procedures will be monitored through performance reporting, internal and external audit activities, quality assurance processes, and governance arrangements.

The effectiveness of electrical safety management arrangements, including training, competence and compliance performance, will be subject to ongoing review to support continual improvement.

Any significant changes to this policy will be subject to appropriate consultation and approval prior to implementation.

APPROVAL AND REVIEW

Document owner	Head of Housing Compliance
Leadership Team Meeting – Director of Housing	Date approved 24/6/26
Review frequency	Annually