Electrical Safety Policy

Housing Department
Brentwood Borough Council

Version Control

Version	Date of change	Author	Changes	Approval
1	July 2021	Ark Consultancy	First policy	Environment, Enforcement & Housing Committee on 5 July 2021
2	August 2023	Johanna Batchelor-Lamey and David Wellings	Updated legislation to 18th Edition Electrical Regulations	

Contents

1. Introduction

The purpose of this policy is to set out specific guidance to ensure the safety of fixed electrical installations and portable appliances (where applicable) in properties we own and manage. Installations in dwellings owned and managed are to be installed, maintained, and serviced to required standards and inspected at appropriate intervals to minimise the risk of electrocution, fire, damage to property, injury and or death.

We will ensure that a specific Electrical contract is in place, in accordance with legislative requirements and best practice, which provides adequate provision for suitably qualified and accredited electrical contractors to manage all aspects of the delivery of electrical testing, repairs, upgrades and the provision of new installations.

2. Aims and objectives

This policy aims to ensure that the Council meet its obligations as a landlord and seeks to provide assurance that electrical safety is adequately managed, ensuring the safety of our tenants, leaseholders, Council employees, contractors, and the general public.

The main objectives of this policy are to:

- Ensure legal compliance and promote good practice
- Outline a comprehensive electrical inspection and monitoring system.
- Ensure adequate records and quality monitoring systems are implemented.
- Ensure a prompt, efficient and cost-effective electrical repair and servicing
- Ensure remedial works are carried out within appropriate timescales so that homes remain safe and electrical installations are maintained to a high standard.
- Set out a clear approach for the maintenance and upgrading of electrical equipment and installations.

3. Scope

This policy covers electrical installation, equipment, and maintenance. This will be covered under the two headings of

- Electrical Installations and Equipment
- Portable Electrical Appliances including Inspection and Testing

4. Responsibilities

The following roles have responsibilities:

4.1 Brentwood Borough Council – Duty Holder
4.2 Chief Executive – Statutory Duty Holder
4.3 Director of Housing – Senior Duty Holder
4.4 Corporate Manager - Technical Services
4.5 Contracts Manager
4.6 Compliance Manager
4.7 Technical Surveyors
4.8 Competent Repairs and Maintenance Contractor Responsibilities
4.8 Tenant Responsibilities
4.10 Leaseholder Responsibilities

4.1 Brentwood Borough Council is a Duty Holder

Is accountable in law for the implementation of all aspects of Health and Safety legislation in the UK. The Duty Holder has chosen to appoint a Deputy Duty Holder to act on their behalf to oversee the management of Electrical Safety within the Housing Directorate for Brentwood Borough Council.

4.2 The Chief Executive Officer is the Statutory Duty Holder

As the senior person responsible, has overall accountabilities for all aspects of the management of health and safety in Brentwood Borough Council.
All staff within departments must comply with this Policy and the associated arrangements, instructions, and guidance.

4.3 The Director of Housing is the Senior Duty Holder

Has a responsibility to support this policy by ensuring the allocation of resources including an adequate budget, implementation of this policy, suitable procurement, suitable and sufficient equipment, personnel, time, and training. All staff within departments must comply with this Policy and the associated arrangements, instructions, and guidance.

4.4 The Corporate Manager - Technical Services role

Is responsible for the strategic overview of systems and policies to ensure statutory compliance with this policy.

4.5 The Contract Manager role

Is responsible for the operational delivery of and compliance with this policy, staff awareness, and communication to staff and contractors. They will take the lead on contract management for the main service areas, installation and repairs and maintenance. Ensuring adequate processes and procedures are in place to manage the risks arising from electrical works; ensuring sufficient information, instruction and training is carried out; monitoring the performance of contractors. Regularly review and monitor the qualifications of all contractors'

employees delivering works to ensure that only appropriately trained and skilled employees are engaged on these works.

4.6 The Compliance Manager role

Has day-to-day responsibility for monitoring the effectiveness of policy compliance and reviewing and updating the policy following significant changes. Ensuring the periodic electrical testing, emergency lighting testing and associated remedial works are undertaken.

4.7 The Technical Officer role

Take reasonable care for their own health and safety and that of other persons who may be adversely affected by electrical works, including members of the public, tenants, visitors, and contractors. Co-operate as appropriate with other staff and agencies to ensure compliance with this policy and all other legal requirements. Halt works that, constitutes a serious risk to health and safety. Report any concerns to their line manager they may have in relation to the management of electrical compliance and electrical safety.

4.8 The Competent Repairs and Maintenance Contractor role

All appointed electrical contractors shall be registered with the National Inspection Council for Electrical Installation Contracting (NICEIC), Electrical Contractors' Association (ECA), The National Association of Professional Inspectors and Testers (NAPIT) or other similar body approved by the Ministry of Housing, Communities & Local Government (MHCLG). The contractor is to provide the Client with a copy of the approval certificate and the contractor is to remain registered for the duration of the contract.

Other ancillary training must be undertaken and current to support the contractors works e.g., Asbestos Awareness, Fire Awareness, First Aid at Work and CSCS electrical cards.

When undertaking any electrical installation, repairs and maintenance works, the contractor will be required to conform in full with the requirements of this policy.

All electrical work is to be installed to comply with the current Institution of Engineering and Technology (IET) Regulations Wiring BS 7671:2018, Amendment 2:2022. Contractors should comply with subsequent editions as they are released and to be certified to achieve compliance with Part P of the Building Regulations where so prescribed.

Prior to undertaking any works, the contactor will arrange an agreed appointment with the tenant.

To ensure an appropriate qualified contactor has sufficient competency for the activity being undertaken. If in doubt, will refer to their line manager for competent advice.

All contactor works undertaken will be left in a safe condition.

4.9 The tenant's role

Under the terms of their Tenancy Agreement tenants must allow access to their property for maintenance and/ or safety checks to be carried out. In order to undertake works it may be necessary to cut the electrical supply to the property. Not complying with this policy will be a breach of the tenancy agreement.

It is the tenant's responsibility to ensure that:

- They or anyone in their household or their visitors do not hinder or prevent the safe system of work from being undertaken. The Council has a duty of care to ensure any electrical wiring is secured safely and this may include using trunking and installation of safety devices such as smoke/heat/carbon monoxide detection.
- Any action in relation to saving electronic files i.e. IT related software, programmes or other electronic storage is taken prior to the commencement of the work.
- Any contingency arrangements arising from the absence of electrical supplies are highlighted and agreed in advance of works.
- Appropriate access and relocation/removal of any obstacles will need to be undertaken (in situations where the tenant is unable to manage support will be agreed). The emptying and storage of freezers/ fridges etc.
- Loft spaces kept empty.
- Any repairs or faults are reported in a timely manner.

Where tenants carry out property alterations and improvements, which include additions/alterations to the electrics, they should seek authorisation prior to any works being undertaken. If works are approved, tenants are responsible for ensuring appropriate contentment persons are employed/used to undertake this work, and safety checks are carried out and all relevant certificates are supplied following the works/installation. Tenants are also responsible for meeting the cost of this.

Any defective or unauthorised works needing rectification may incur a recharge. If any installation has been undertaken without our permission, and is found to be defective, the supply may be terminated.

The Council will take every opportunity to involve interested tenants, through Tenant Talkback, to feedback on contractor performance, and revised policy changes.

4.10 The Leaseholders role

It is the leaseholder's responsibility to ensure that:

- Ensuring the electrical safety of the accommodation to prevent fire or electrical shock to the occupants or persons visiting.

- Ensuring their electrical installation condition report (EICR) safety inspection/testing is undertaken by a competent and qualified electrician every 5 years, as defined by the IET.
- Replace/repair any faulty electrical equipment where found.

5. Electrical Installations

An electrical installation is made up of all the fixed electrical wiring and equipment that is supplied beyond the electric meter of a property. It includes the cables that are usually hidden in the fabric of the building (walls, floors, and ceilings), accessories (sockets, switches, and light fittings), and the customer consumer unit (CCU or fuse box) that contains all the fuses, mini circuit breaker (MCB), circuit-breakers and residual current devices (RCDs). Certain CCU's may contain additional safety devices where applicable.

Typical installations and systems covered include:

Domestic electrical installation.
Communal landlord installations.
Lighting systems.
Emergency lighting systems.
Electric heating systems (including convectional and sustainable heating systems, i.e., air source heat pumps and solar panels).
Fixed hard-wired fire, heat, or carbon monoxide alarm installations.
CCTV/Door entry systems.
Lifts and Lifting Equipment

Further information about electrical installations is covered below.

5.1 Signage and Warning Notices

As part of any installation inspection or maintenance signage and warning notices must be displayed where electrical installation equipment could be present and cause harm. They should be affixed to the outside of a cupboard/access door where the installation equipment is located.

6. Electrical installation inspection, testing, and certification

The Council will ensure that all Council owned homes and communal installations are inspected and tested in accordance with the Institute of Engineering Technology (IET) Regulation statutory timescales of every 5 years. We test and issue certification prior to the re- letting of our properties. We will also carry out Electrical Installation Condition Reports (EICR) testing on all Council owned housing properties every 5 years and improvement works where electrical circuits are affected.

Only appropriately skilled and competent persons will carry out electrical inspection and testing. A person shall be deemed skilled to carry out the appropriate inspection and testing only if they have sufficient training, qualification, knowledge, and experience. We will regularly review and monitor

the qualifications of all contractors' employees delivering works to ensure that only appropriately trained and skilled employees are engaged on these works.

Electrical systems will be inspected, tested, repaired, upgraded, in accordance with industry standards and manufacturers recommendations.

The frequency of inspection and testing will be determined considering:

- The type of installation and adequacy of earthing and bonding.
- Suitability of the switchgear and control gear e.g., Building management systems, Residual Current Device (RCD's), Residual Current Breaker with Over-Current (RCBO's).
- Serviceability of accessories and fittings.
- Type of systems and their condition.
- Extent of any wear and tear, damage, or other deterioration of other parts of the installation and level of misuse (e.g., vandalism).
- Presence of adequate identification and notices.
- Any change in use of the premises which have led to, or might lead to, deficiencies in the installation.
- EICR observations.
- The frequency and quality of maintenance.

On completion of an electrical installation condition periodic test, certification will be issued. The certificate will state if the electrical installation is in a satisfactory or unsatisfactory condition. The report will advise observations which will be reviewed by a competent person and the necessary remedial works prioritised accordingly.

Electrical works identified on certification are recorded using the following categories:

Code C1: Where a real and immediate danger is observed that puts the safety of those using the installation at risk. The contractor will immediately address the code C1 deficiencies and notify the Council when completed.

Code C2: 'Potentially Dangerous' Urgent remedial action required
An observed deficiency not considered to be dangerous at the time of inspection but, would become a real and immediate danger if a fault or other foreseeable events were to occur.

Code C3: Used to indicate that, whilst an observed deficiency is not considered to be a source of immediate or potential danger, improvement would contribute to an enhancement of the safety of the electrical installation.

Code FI: Further investigation required where an anomaly and electrical system is operating outside expected parameters.

Where appropriate, works of a similar nature will be collated and delivered through programmes, although all code C1 and C2 (where immediately dangerous) observations will be addressed and completed at the time of the electrical installation condition periodic test.

Where observations relate to observations only (i.e., C3), these will be monitored through subsequent inspection and testing.

Our homes will be subject to a full electrical condition report (EICR) test at the following times:

- All properties and communal areas are to be inspected every five years.
- At a change of occupancy, including mutual exchanges.
- Following any major upgrade works where electrical installations are affected.
- After any significant fire, flood or activity or occurrence that would warrant inspection.

All new installations shall be provided with an Electrical Installation Certificate complete with a schedule of observations and test results. The documents shall be suitably completed and comply with the appropriate regulations.

Every effort will be made to arrange a convenient time and date with the tenant for access to complete the works. Appointments will be made and in certain situations written notice provided. In cases where access is denied on a number of pre- arranged occasions and following several written notifications, we will consider using legal action to gain access.

The Council recognises that in certain cases there may be underlying issues that contribute to access problems. These can relate to a support need, language or format issue, or a specific tenancy management problem. In these circumstances, where it is reasonably practicable to identify the need, we will try to overcome or resolve the cause of the problem and be sensitive to the issue before pursuing legal action.

7. Portable Appliance Testing

The Council will have portable electrical appliances inspected, tested, and maintained by a Competent Electrician.

All portable electrical equipment owned/managed by the Council to provide services or located in communal areas will be subject to an annual portable electrical and inspection appliance test (PAT). Appropriate labelling of equipment and recording of all equipment will be undertaken in accordance with the Electrical Equipment (Safety) Regulations 1994.

Council employees need to follow the Health & Safety Executive (HSE) guidance below in Table 1 and ensure that portable electrical equipment used at work is inspected, tested, and maintained in accordance with HSG 107.

Table 1. HSE Suggested Initial Maintenance Intervals from HSG 107.

Type of business	**User checks**	**Formal visual inspection**	**Combined inspection and test**
Equipment hire	N/A	Before issue/after return	Before issue
Battery operated equipment (less than 40 V)	No	No	No

Extra low voltage (less than 50 V ac), telephone equipment, low-voltage desk lights	No	No	No
Construction 110V equipment	Yes, weekly	Yes, monthly	Yes, before first use on site then 3-monthly
Construction 230V equipment	Yes, daily/every shift	Yes, weekly	Yes, before first use on site then monthly
Construction Fixed RCDs	Yes, daily/every shift	Yes, weekly	Yes, before first use on site, then 3-monthly (portable RCDs – monthly)
Construction Equipment site offices	Yes, monthly	Yes, 6-monthly	Yes, before first use on site then yearly
Heavy industrial/high risk of equipment damage (not construction)	Yes, daily	Yes, weekly	Yes, 6–12 months
Light industrial	Yes	Yes, before initial use then 6-monthly	Yes, 6–12 months
Office information technology rarely moved, e.g., desktop computers, photocopiers, fax machines	No	Yes, 2–4 years	No if double insulated, otherwise up to 5 years
Double insulated (Class II) equipment moved occasionally (**not** hand-held), e.g., fans, table lamps	No	2–4 years	No
Hand-held, double insulated (Class II) equipment, e.g., some floor cleaners, some kitchen equipment	Yes	Yes, 6 months – 1 year	No
Earthed (Class I) equipment, e.g., electric kettles, some floor cleaners	Yes	Yes, 6 months – 1 year	Yes, 1–2 years
Cables, leads and plugs connected to Class I equipment, extension leads and battery charging equipment	Yes	Yes, 6 months – 4 years depending on type of equipment it is connected to	Yes, 1–5 years depending on the equipment it is connected to

Any portable appliance testing of any of the above equipment types will require a risk assessment to be undertaken to find the frequency of inspection and testing. Council employees will need to undertake the user checks, where applicable, for the type of equipment being used.

User checks

The person using the equipment should be encouraged to look at it before use and check for signs that it may not be in sound condition, for example:

- damage (apart from light scuffing) to the supply cable, including fraying or cuts. damage to the plug or connector, e.g., the casing is cracking, or the pins are bent,
- inadequate joints, including taped joints in the cable,
- the outer sheath of the cable is not effectively secured where it enters the plug or the equipment. Evidence would be if the coloured insulation of the internal cable cores were showing,
- the equipment has been subjected to conditions for which it is not suitable, e.g., it is wet or excessively contaminated,
- damage to the external casing of the equipment,
- loose parts or screws,
- evidence of overheating (burn marks or discolouration).

These checks also apply to extension leads, plugs, and sockets. A user check should be made when the equipment is taken into use and during use.

Any faults should be reported to the relevant manager and the equipment taken out of use immediately. Managers should take effective steps to ensure that the equipment is not used again until it is repaired (or replaced) by a person competent to carry out the task (e.g., the defective equipment could be labelled as 'faulty' and if it has a rewireable plug this could be removed and cut off).

7.1 Recharging of batteries and maintenance of Mobility Scooters

The Mobility Scooters in our Sheltered Schemes Policy defines the requirements regarding the PAT testing of tenant's own mobility scooters.

Charging of scooters can only be undertaken within the designated charging area, if applicable, behind a fire-resistant door, in a purpose-built room or within the tenant's home if this meets the requirements. Charging and maintenance should be undertaken in accordance with the manufacturer's instructions.

Mobility scooters should not be left on permanent charge, only charged for the manufacturer's recommended time, and not be left on charge overnight (unless on a trickle feed supply, however, refer to manufacturer's instruction booklet before charging the Mobility Scooter).

All scooters kept within a sheltered scheme must have an annual electrical test, known as a Portable Appliance Test (PAT) to ensure the charging equipment is in good condition. Residents must ensure their equipment is tested by a competent and qualified NICEIC registered electrician before the next due date at their expense. If any equipment fails the electrical test, it will be the scooters owner's responsibility to repair/replace the damaged item within 7 calendar days before it can be used again. Evidence of repair or disposal must be provided. Evidence of this test being carried out and, a copy of the competent and qualified NICEIC registered electrician registration details, must be produced to the Sheltered Housing Officer or Estate Housing Officer.

Mobility scooters should be serviced and maintained regularly, at least annually. This is the responsibility of the scooter owner. Evidence of this must

be provided to the Sheltered Housing Officer or Estate Housing Officer annually.

Advice and guidance will be provided in conjunction with Essex County Fire and Rescue Service to residents who chose to store their scooters in their homes.

8. Monitoring and control

This section is split into two parts;

- Electrical Installation Condition Report (EICR)
- Portable Electrical Appliances

8.1 Electrical Installation Condition Report (EICR)

To ensure full compliance, monitoring will be undertaken regularly using the asset management database which documents all assets and their relevant testing timescales. EICR's will be reviewed to ensure the information on the certificate matches the asset management database confirming the testing timescale has been adhered. All certification is stored electronically on the asset management database.

The Council also engages a third-party external auditing company to check for errors in the condition reports provided, and to check the quality of work undertaken on site.

8.2 Portable Electrical Appliances

To ensure full compliance in line with the testing timescales, monitoring will be undertaken yearly using the asset management database which documents all assets. The testing document will be reviewed ensuring the information matches the asset management database confirming the testing timescale has been adhered and, confirm the remedial action of any failed equipment has been completed i.e., repaired, or replaced. All testing documentation is stored electronically on the asset management database.

9. Risk

Prior to commencement of any work activities, the principal contractor and sub-contractor, will undertake a suitable risk assessment covering the full scope of works will be completed. This assessment will include the impact of the works on all tenants and leaseholders affected, especially those who are vulnerable.

The main hazards would include:

Understanding the capacity of the tenant or leaseholder and their abilities to understand the works to be undertaken.
Contact with exposed live parts.
Faults which could cause fires or electrocution.
Fire or explosion where electricity could be the source of the ignition.
Defective and inoperable systems.
System overload.
Inadequate or deficient earthing and bonding.
Failure to comply with legislative requirements.
Ensuring part completion of works are left in a safe condition.

10. Electrical car charging points

10.1 Installation

Electric car charging points are now becoming more common place and are required under new legislation The Electric Vehicles (Smart Charge Points) Regulations 2021, which came into force on 30 June 2022, will require full new buildings (domestic & commercial) to have a trickle car charging installation.

Where car charging installations are installed the following legislation and guidance should be followed, but not limited to:

- Electric vehicles (Smart Charing Points) Regulations 2021
- IET Code of Practice for Electric Vehicle Charging Equipment Installation, 4th Edition, BS:7671:2018 + A1:2020
- Safety and functional testing BS EN IEC 61851 series
- Electric vehicle conductive charging – IECEE CB scheme for IEC 61851
- Plugs, sockets – outlets, vehicle connectors and vehicle inlets – BS EN 62196

All tenants and leaseholders residing in Council domestic properties are required to contact the Council's Estate Management department to seek permission before considering installing an electrical car charging point. This is to ensure that the electrical consumer unit is appropriately sized and will not be overloaded causing an electrical fire. Also, the competency of the electrical installation contractor.

10.2 Maintenance

Maintenance of the respective electrical car charging point will be based on the individual specific design and model of charger and, details of the maintenance schedule will be contained in the installation and operation manual for the device. With all new installations, instigated by the Council, the maintenance schedules will be set up to maintain the charging points. These maintenance schedules should be adhered to.

11. E-Scooters and E-Bikes

E-scooters and e-bikes are becoming increasingly popular, but we are seeing an increase in fires involving them. The fire safety concerns relate to their charging and storage.

It is important when charging e-bikes and e-scooters, tenants and leaseholders do so safely to avoid the risk of a fire starting and putting their family and home at risk.

Brentwood Borough Council discourages charging E-scooters and E-bikes in council properties, we accept that some tenants are in possession of them and in this case we strongly advise you follow guidance below from the Essex County Fire and Rescue Service.

When an e-scooter/bike is involved in a fire, it can release large volumes of smoke, get very hot, and sometimes have a violent reaction leading to a rapidly developing fire.

Essex County Fire & Rescue Service have provided the following guidance on charging, storing, buying, and damage and disposal of e-scooters and e-bikes.

Charging

- Follow the manufacturer's instructions when charging and always unplug your charger when it's finished charging.
- Ensure you have working smoke alarms. If you charge or store your e-bike or e-scooter in a garage or kitchen, ensure hard-wired heat detection has been fitted before charging.
- Charge batteries whilst you are awake and alert so if a fire should occur you can respond quickly. Don't leave batteries to charge while you are asleep or away from your home.
- Always use the manufacture approved charger for the product, and if you spot any signs of wear and tear or damage, ensure to buy an official replacement charger for your product from a reputable seller.
- Do not cover chargers or battery packs when charging as this could lead to overheating or even a fire.
- Do not charge batteries or store your e-bike or e-scooter near combustible or flammable materials.
- Do not overcharge your battery – check the manufacturer's instructions for charge times.
- Do not overload socket outlets or use inappropriate extension leads (use un-coiled extensions and ensure the lead is suitable rated for what you are plugging in to it).
- In the even of an e-bike, e-scooter, or lithium-ion battery fire – do not attempt to extinguish the fire. Get out, stay out, call 999.

Storage

- Avoid storing or charging e-bikes and e-scooters on escape routes or in communal areas of a multi occupied building. If there's a fire, it can affect people's ability to escape.
- Store e-bikes and e-scooters and their batteries in a cool place. Avoid storing them in excessively hot or cold areas.
- Following manufacturer's instructions for the storage and maintenance of lithium-ion batteries if they are not going to be used for extended periods of time.

Buying

- Buy e-bikes, e-scooters and chargers and batteries from reputable retailers and ensure they meet all safety requirements.
- Many fires involve counterfeit electrical goods. Items which don't meet British or European standards pose a huge fire risk and while genuine chargers (or battery packs) may cost more. It's not worth putting your life at risk and potentially destroying your home by buying a fake charger to save a few pounds.
- If buying an e-bike conversion kit, purchase from a reputable seller and check that it complies with British or European standards. Take particular care if buying from online auction or fulfilment platforms. Also be aware that if buying separate components, you should check that they are compatible.
- Register your product with the manufacturer to validate any warranties – batteries are usually included in warranties. Registering makes it easier for manufacturers to contact you in the event of safety or recall information.
- Check any products you have bought are not subject to a product recall. You can do this but check the Electrical Safety First's website (www.electricalsafetyfirst.org.uk/product-recalls/) or the government website (www.gov.uk/guidance/product-recalls-and-alerts).

Damage and disposal

- Batteries can be damaged by dropping them or crashing e-bikes or e-scooters. Where the battery is damaged, it can overheat and catch fire without warning. Check your battery regularly for any signs of damage and if you suspect it is damaged it should be replaced and should not be used or charged.
- If you need to dispose of a damaged or end of life battery, don't dispose of it in your household waste or normal recycling. These batteries, when punctured or crushed can cause fires in bin lorries, recycling and waste centres. Your e-bike or e-scooter manufacture may offer a recycling service. Alternatively check with your local authority for suitable battery recycling arrangements in your area.

12. Electromagnetic Fields

Any employees or contractors working on behalf or for the Council, will need to ensure a risk assessment has been completed and, where hazardous zones

need to be worked in, the contractor will need to ensure sufficient controls are in place which will include either shut down of the electromagnetic field whilst operating in this area or, to wear an RF hazard meter warning device to ensure safety of the contractor and other persons.

The Control of Electromagnetic Fields at Work Regulations 2016 sets out minimum requirements for exposure of workers to risks from electromagnetic fields.

HSG281: July 2016 - Electromagnetic Fields at Work Regulations 2016. For persons who have duties under the regulations provides guidance on how the requirements on how the regulations should be met.

13. Legislation

The Council is committed to ensuring our domestic housing accommodation is safe. In achieving this we will comply with all relevant electrical legislation and regulations.

Electricity at Work Regulations (1989) apply to all aspects of the use of electricity within the workplace. They place duties on employers, employees and the self-employed to prevent danger and any work carried out on electrical systems in a way that prevents danger.

In particular, the Council is committed to achieving compliance with the current 18th Edition of the Institution of Engineering and Technology Wiring Regulations (BS 7671:2018+A2:2022). This determined that all domestic wiring installations must now be designed, constructed, inspected, tested, and certificated to meet the requirements of the above British Standard. Although these standards are not applicable to all the works covered by this policy, we will endeavour to apply them when undertaking any electrical improvement work.

Legislation applicable to this policy:

- The Health and Safety at Work etc. Act 1974
- The Management of Health & Safety at Work Regulations 1999
- The Construction (Design & Management) Regulations 2015
- The Control of Asbestos Regulations 2012
- The Control of Electromagnetic Fields at Work Regulations 2016
- Control of Substances Hazardous to Health Regulations 2002 (as amended),
- Workplace (Health, Safety and Welfare) Regulations 1992
- Provision and Use of Work Equipment Regulations 1998
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013
- Building Safety Act 2022
- Commonhold and Leasehold Reform Act 2002
- Maintaining Portable Electrical Equipment HSG 107 2013
- The Electric Vehicles (Smart Charge Points) Regulations 2021

- IET Code of Practice for Electric Vehicle Charging Equipment Installation, 4th Edition, BS:7671:2018 + A1:2020

14. Equality and Diversity

The Council are aware that some of our residents are vulnerable either through age, mental health, ill health or other circumstances. Where we are made aware of a vulnerable resident, we will comply with the Council's safeguarding policy.

Additional consideration will be given to the timescales for access, types of communication sent and where additional explanation may be required.

15. Review

This policy will be reviewed every 3 years to ensure compliance with the relevant safety acts.