GRANVILLE
Community
Homes



ELECTRICAL SAFETY POLICY

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Contents

Section 1
Granville's Policy Statement.....2

Section 2
Policy Context
Purpose.....2
Scope.....2
Definitions.....3
Legal & Regulatory Framework.....3

Section 3
Roles & Responsibilities
Board of Directors.....3
CEO.....3
COO.....3
Housing Manager.....3
Data & Audit Officer.....3
Managing Partners.....3
Landlords (Head Lease Owner).....3

Section 4
Inspection & Remedial Cycle
Monitoring, Reporting & Assurance.....4

Section 5
Equal Opportunities.....4

Section 6
Related Documents.....5

Section 7
Revision History & Document Control.....5

Section 1 – Policy Statement

Granville Community Homes is committed to ensuring that electrical installations within its homes are safe, appropriately maintained, and compliant with current legal and regulatory requirements. Every applicable property must have a current and satisfactory **Electrical Installation Condition Report (EICR)**, completed by a suitably qualified and competent person at the required frequency and, for rented homes in England, at intervals of no more than five years unless an earlier inspection is recommended. Responsibility for arranging inspections, certification, and remedial works will be clearly established for each property, including where the property landlord retains responsibility under a lease or other contractual arrangement.

Electrical safety information and inspection dates will be recorded and monitored so that inspections can be arranged proactively before existing reports expire. Granville will retain appropriate oversight and assurance where inspections or works are undertaken by landlords, managing partners, or contractors on its behalf.

Any electrical defect identified through an EICR, inspection, repair, or resident report will be assessed and addressed according to the level of risk. C1 (danger present) and C2 (potentially dangerous) observations will receive immediate or urgent attention as appropriate, with necessary remedial or investigative works completed within applicable statutory timescales. Where an installation presents an immediate danger, appropriate action will be taken to remove or isolate the risk and protect residents.

Where another property landlord is contractually responsible for electrical safety and fails to arrange an inspection or necessary remedial works, Granville will escalate the matter promptly. Where legally and contractually permitted, Granville may arrange appropriate inspections or works directly to safeguard residents and seek recovery of associated costs from the responsible party.

Granville will maintain clear records of inspections, identified defects, remedial actions, and completion evidence to provide assurance that electrical safety risks are effectively managed across its homes.

Section 2 – Policy Context

Purpose

This policy ensures every property's electrical installation is inspected and tested at the required interval, with defects remedied promptly, forming one of the 'big six' building safety compliance areas Granville must evidence.

Scope

Granville Community Homes ("Granville") is a registered provider whose stock is predominantly held on head-leases and let as supported/exempt accommodation. Day-to-day repairs and safety compliance activity for leased properties is typically split

between the landlord (structural/major repairs, per the lease) and the managing partner or Granville (responsive repairs, certificate scheduling and reporting), so clear allocation of responsibility in the lease and management agreement is essential to safety compliance. This policy applies to every property Granville lets and fixes responsibility for arranging and evidencing electrical safety checks across owned, leased and partner-managed stock.

Definitions

EICR: Electrical Installation Condition Report — the periodic inspection and test confirming an electrical installation is safe, valid for a fixed period (typically five years unless a shorter interval is recommended).

Legal & Regulatory Framework

This policy is drafted to give effect to, and should be read alongside, the following:

- Regulator of Social Housing (RSH)'s Safety and Quality Standard
- Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020, applied as best practice/contractual standard
- Building Safety Act 2022

Section 3 – Roles & Responsibilities

Board of Directors: Receives the annual electrical safety compliance summary; holds the CEO to account for EICR compliance across the portfolio.

CEO: Accountable for electrical safety compliance across all units.

COO: Ensures EICR obligations are clearly allocated in all management agreements and head leases; oversees the five-yearly EICR programme and any remedial action required following inspection.

Housing Manager: Maintains the EICR register; identifies certificates due within 3 months; coordinates access for testing; ensures remedial Category 1 and 2 actions are completed within the required timescales.

Data & Audit Officer: Tracks EICR currency across the portfolio; alerts the Housing Manager to certificates due; reports any overdue certificate to the COO immediately.

Managing partners: Facilitate access for EICR inspections within their schemes; provide copies of certificates to Granville within 5 working days of issue; report any urgent electrical safety concern immediately.

Landlords (Head Lease Owner): Commission EICRs and meet electrical safety obligations where structural responsibility rests with the freeholder, as required by the head lease..

Role	Responsibility under this policy
Asset / Compliance Lead	Maintains the compliance register for electrical safety across the whole portfolio and tracks remedial actions to closure.
Managing Partners / Landlords	Arrange inspections within their contractual responsibility and report certificates and defects to Granville promptly.

Section 4 – Inspection & Remedial Cycle

- EICRs are renewed within the recommended interval (or sooner if the report specifies), logged on the central compliance register with automated expiry reminders.
- Category 1 (danger present) and Category 2 (potentially dangerous) defects are remedied urgently; Category 3 (improvement recommended) defects are scheduled and tracked.

Monitoring, Reporting & Assurance

- Electrical safety compliance is reported to the Board alongside gas safety, at least monthly, with named exceptions and action plans.
- Repeat or high-volume defect patterns feed into the stock condition and asset management strategy.

Section 5 – Equal Opportunities

Granville Community Homes is committed to promoting equality, diversity and inclusion in all aspects of its work. We will provide equal opportunities in employment and service delivery and will not unlawfully discriminate against employees, residents, applicants, contractors or any other individual on the grounds of any protected characteristic under the Equality Act 2010.

Granville is committed to treating everyone fairly, with dignity and respect, and to making reasonable adjustments where required to support disabled employees, residents and others with additional needs.

This policy has been developed in accordance with the Equality Act 2010 and is intended to be applied consistently and fairly. An Equality Impact Assessment will be completed before the policy is submitted to the Board for approval.

Section 6 – Related Documents

The following laws, legislation, and standards have been considered in accordance with the composition of this policy:

- Landlord & Tenant Act 1985
- Decent Homes Standard / Government Decent Homes Guidance.
- Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020.
- Housing Act 2004
- Building Regulations 2010 – Part P (Electrical Safety – Dwellings)
- Housing Health and Safety Rating System (HHSRS).
- Homes (Fitness for Human Habitation) Act 2018
- Equality Act 2010

Other documents relevant to this policy from Granville's Policy Suite include:

- Fire Safety Policy (HS07)
- Gas Safety Policy (HS05)
- Stock Condition & Asset Management Strategy (HM05)
- Repairs & Maintenance Policy (HM02)

Section 7 – Revision History & Document Control

Version	Date	Author	Summary of Changes	Approved By
0.1	06/07/2026	Policy suite build project	Initial draft – not yet approved	Pending Board approval
0.2	01/08/2026	Policy suite build project	Company branding and improved policy structure – not yet approved	Pending Board approval