

Annex A

From: [redacted]@gov.scot
Sent: Friday, August 4, 2023 11:22 AM
To: [redacted]@shr.gov.scot
Subject: RE: Correspondence from landlord

Thanks – and apologies again that it took so long.

Kind regards,

[redacted]

Project Lead – Private Rented Sector Data Collection Strategy

4th Floor, 4 Atlantic Quay, 70 York Street, GLASGOW G2 8JX | |
[redacted]@gov.scot

From: [redacted]@shr.gov.scot
Sent: Friday, August 4, 2023 10:43 AM
To: [redacted]@gov.scot
Subject: RE: Correspondence from landlord

Hi [redacted]

I'm just back from leave so catching up! Thank you so much for pulling this together, it's much appreciated!

I've sent it across to the RSL.

Many thanks again,

[redacted]

From: [redacted]@gov.scot
Sent: Tuesday, July 25, 2023 10:42 AM
To: [redacted]@shr.gov.scot; [redacted]@shr.gov.scot
Cc: [redacted]@shr.gov.scot; [redacted]@shr.gov.scot; [redacted]@gov.scot
Subject: RE: Correspondence from landlord

No problem – here you go:

Dear xx

Thank you for your correspondence of 24 August 2022 to the Scottish Housing Regulator regarding Electrical Installation Condition Reports (EICR). SHR have requested further information from Scottish Government housing officials in relation to this; I apologise for the delay in responding.

The revised Technical Guidance that you refer to was published on the Scottish Government website in April 2020. This was the culmination of a process which followed the proposals set out in the Common Housing Quality Standard Forum for harmonising standards between private and social rented housing ([Common Housing Quality Standard: topic papers](#)). For social housing, the report recommended three changes: new elements for smoke detectors, carbon monoxide detectors, and five-yearly electrical safety inspections.

The SHQS already required landlords to ensure that electrical systems were safe to use and it was our view that landlords should take account of the BS 7671 Requirements for Electrical Installations (the “Wiring Regulations”) published by the Institution of Engineering and Technology (IET). Guidance produced by the IET on the application of the Wiring Regulations recommend that a competent person inspects and tests the electrical installation at intervals of not more than five years for rented housing. However, enquiries by Electrical Safety First at the time suggested that some landlords were not carrying out these inspections at five yearly intervals and a further amendment was therefore proposed, which led to the change to SHQS in April 2020. Scottish Government housing officials consulted with COSLA, SFHA, the Scottish Housing Regulator (SHR) and Electrical Safety First (ESF) in preparing this amendment and their comments were incorporated into the final version.

As well as publishing the guidance on the Scottish Government website, it was also circulated through the Knowledge Hub online group for social landlords and followed up again with the email from SHR to all social landlords on 20 July 2022.

The landlord is responsible for assuring that electrical installations in their properties are safe. We do not agree that “inspection of void houses before they are re-let and through Stock Condition Surveys” is sufficient to provide that assurance. Electrical installations deteriorate over time and the safety of an installation can only be properly assured by regular inspection by a competent person (as defined by Regulation

16 of the Electricity at Work Regulations 1989), who will also be able to advise on the periodicity of re-inspections. The 5-year recommendation for periodic inspection and testing (PI&T) is given in supporting industry information provided by the IET, specifically Table 3.2 in IET Guidance Note 3 (9th Edition) which provides suggested intervals for PI&T. Although the Wiring Regulations and the IET guidance are in themselves not statutory, they can be used to demonstrate compliance with statutory legislation such as the Tolerable Standard.

This information is also included in the ESF landlord's guide which may be found at <https://www.electricalsafetyfirst.org.uk/media/1605/landlords-guide-scotland-oct-17.pdf.pdf>

Kind regards,

[redacted]

Project Lead – Private Rented Sector Data Collection Strategy

4th Floor, 4 Atlantic Quay, 70 York Street, GLASGOW G2 8JX | |
[redacted]@gov.scot

From: [redacted]@shr.gov.scot
Sent: Tuesday, July 25, 2023 10:29 AM
To: [redacted]@gov.scot>;[redacted]shr.gov.scot
Cc: [redacted] @shr.gov.scot; [redacted]@shr.gov.scot
Subject: RE: Correspondence from landlord

Hi [redacted]

That would be great if you could forward it to us and we'll pass it on.

Thanks so much for all your help.

Kind regards,

[redacted]

From: [redacted]@gov.scot
Sent: Tuesday, July 25, 2023 9:27 AM
To: [redacted]@shr.gov.scot; [redacted]@shr.gov.scot

Cc: [redacted]@shr.gov.scot

Subject: RE: Correspondence from landlord

Good morning again,

I've now prepared a response to this, in conjunction with Electrical Safety First and SELECT. However, I realise that the letter which [redacted] attached and the original email have no details of who it came from or where to send it!

Shall I send it to you to forward on, or can you provide the correspondent's details so I can send it directly?

Kind regards,

[redacted]

Project Lead – Private Rented Sector Data Collection Strategy

4th Floor, 4 Atlantic Quay, 70 York Street, GLASGOW G2 8JX |
[redacted]@gov.scot

From: [redacted]@shr.gov.scot

Sent: Thursday, July 20, 2023 4:58 PM

To: [redacted]@gov.scot; [redacted]@shr.gov.scot

Cc: [redacted]@shr.gov.scot

Subject: RE: Correspondence from landlord

Hi

I'm replying in [redacted] absence. Thank you for taking the time to look at this as we still have an outstanding enquiry.

I look forward to hearing from you in due course.

Regards,

[redacted]

Regulation Analyst

Scottish Housing Regulator | [redacted]@shr.gov.scot

| 2nd Floor George House, 36 North Hanover Street, Glasgow G1 2AD |

www.housingregulator.gov.scot

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Please note, my working week is [Tuesday to Friday](#).

From: [redacted]@gov.scot
Sent: Thursday, July 20, 2023 4:56 PM
To: [redacted]@shr.gov.scot
Cc: [redacted]@shr.gov.scot; [redacted]@shr.gov.scot
Subject: RE: Correspondence from landlord

Hi [redacted]

Short (and very sheepish) answer is no – sincere apologies, it had completely fallen off my radar when I changed roles a few months ago so thank you very much for the nudge. I am looking at it now and have drafted a response which I've just passed to my previous LM, who was in post at the time of this change to the SHQS and may still have some corporate memory of the processes involved. I will get back to you as soon as I get his response.

Kind regards,

[redacted]

Project Lead – Private Rented Sector Data Collection Strategy

4th Floor, 4 Atlantic Quay, 70 York Street, GLASGOW G2 8JX |
[redacted]@gov.scot

From: [redacted]@shr.gov.scot
Sent: Friday, July 14, 2023 5:07 PM
To: [redacted]@gov.scot
Cc: [redacted]@shr.gov.scot; [redacted]@shr.gov.scot
Subject: FW: Correspondence from landlord

Hi [redacted]

I hope you're well?

I was wondering if you had had a chance to look at this letter from an RSL about EICRs. Appreciate it came in quite a while ago but they are looking for a response

and wondered if you would might be able to have a look at it? If so, it would be much appreciated!

Many thanks in advance,

[redacted]

From: [redacted]@shr.gov.scot
Sent: 03 April 2023 08:37
To: [redacted]@gov.scot
Cc: [redacted]@shr.gov.scot>
Subject: RE: Correspondence from landlord

That's great thanks.
I've copied my colleague in as the landlord now sits in her portfolio, so she'll take forward sharing your response with them.
Thanks again

[redacted]

From: [redacted]@gov.scot
Sent: 31 March 2023 08:58
To: [redacted]@shr.gov.scot
Cc: [redacted]@shr.gov.scot
Subject: RE: Correspondence from landlord

Hi, [redacted]

All well here thank you and I hope same for you too.

Short answer is, no, not yet unfortunately (the team has been spread very thinly recently 😞) but I haven't forgotten about it and should have some time in the next week to respond.

Kind regards,

[redacted]

Housing Standards & Quality Team Lead

4th Floor, 4 Atlantic Quay, 70 York Street, GLASGOW G2 8JX |
[redacted]@gov.scot

From: [redacted]@shr.gov.scot
Sent: 29 March 2023 09:47
To: [redacted]@gov.scot
Cc: [redacted]@shr.gov.scot
Subject: RE: Correspondence from landlord

Hi [redacted]
I hope you're well?
I wondered if you've had the chance to look at this correspondence from a landlord that I sent last month. The landlord has been back in touch with us about this.
Thanks
[redacted]

From:
Sent: 17 February 2023 10:19
To: [redacted]@gov.scot
Cc: [redacted]@shr.gov.scot
Subject: RE: Correspondence from landlord

Hi [redacted]
I hope you're well.
I can only apologise in that I'm realising that I didn't respond to you back in October about this. Completely my fault. The RSL has asked my colleague about this and I was checking back on emails and discovered I hadn't sent it over as you had asked. I've attached it now, and the email I had originally sent to [redacted] is in the thread below.
Is this something that you and your team would be able to look at?
Many thanks and huge apologies again

[redacted]

From: [redacted]@gov.scot
Sent: 20 October 2022 12:23
To: [redacted]@shr.gov.scot
Cc: [redacted]@shr.gov.scot; [redacted]@gov.scot
Subject: RE: Correspondence from landlord

Hi [redacted]

[Redacted] is no longer in the team as he's moved to a different area so I will pick this up. Would you be able to send the original attachment with the RSL's query as this hasn't followed the email chain below? I'll then look into it.

Kind regards,

[redacted]

Housing Standards & Quality Team Lead

4th Floor, 4 Atlantic Quay, 70 York Street, GLASGOW G2 8JX | [redacted]@gov.scot

From: [redacted]@shr.gov.scot>
Sent: 20 October 2022 12:13
To: [redacted]@gov.scot
Cc: [redacted]@shr.gov.scot; [redacted]@gov.scot
Subject: RE: Correspondence from landlord

Hi [redacted]
I hope you're well.
I wondered if you have any update on this?
Many thanks
[redacted]

From: [redacted]@gov.scot
Sent: 30 August 2022 13:57
To: [redacted]@shr.gov.scot
Cc: [redacted]@shr.gov.scot [redacted]@gov.scot
Subject: RE: Correspondence from landlord

Hi [redacted]
I am happy with your suggestion. I'll draft a reply to the landlord. I don't think he is right about BS 7671, but I'll check that point.

[redacted]

Social Housing Decarbonisation Policy Manager
Directorate for Energy and Climate Change | Heat Networks and Investment Unit
| [redacted]@gov.scot

From: [redacted]@shr.gov.scot
Sent: 29 August 2022 12:31
To: [redacted]@gov.scot
Cc: [redacted]@shr.gov.scot
Subject: Correspondence from landlord

Hi [redacted]
I hope you're well and that you don't mind me contacting you.
I work at SHR and we've received the attached correspondence from an RSL. This was in response to an email we sent out to all landlords in July to remind them that EICRs form part of the SHQS, and so any outstanding inspections should be

reflected in their SHQS data in the 2021/22 Annual Return on the Charter. The full text of the email is below.

We think that it's actually the Scottish Government who are best placed to answer the questions being raised by the RSL in the letter, so were hoping you'd be able to help with this or point me to the right person/team who could.

We plan to respond to the RSL to explain that we've passed these queries on to SG, and in the meantime they should aim to provide us with the necessary information in terms of SHQS compliance.

Best wishes

[redacted]

Email sent to all social landlords, 20 July 2022

Dear colleague

A number of landlords have contacted us about delays which they have experienced in carrying out electrical safety inspections within their tenants' homes. The [Scottish Government's SHQS technical guidance](#) sets out the requirement for an Electrical Installation Condition Report (EICR) to be carried out in each property at least every five years to demonstrate compliance with element 45 of the SHQS. The guidance confirmed that any outstanding electrical safety inspections should have been carried out by the end of March 2022.

To this end, your organisation's SHQS data in the most recent Annual Return on the Charter (for 2021/22) should have included details of your organisation's compliance with element 45. We also highlighted the requirement to do this in an update to our [frequently asked questions](#) in April 2021.

If your organisation has not incorporated its performance on electrical safety inspections into your SHQS data for your 2021/22 ARC, you may require to submit a correction. Our [Charter Corrections Policy](#) sets out how to do this. Our next scheduled correction log will be published in September.

If you have any queries about this, please contact your organisation's Lead Regulator in the first instance.

[redacted]

Regulation Manager (Acting)

Scottish Housing Regulator |

[redacted]@shr.gov.scot | www.housingregulator.gov.scot

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