



ELECTRICAL
BUSINESS SALES

Can your electrical business run without you?

A 90-day test of owner cover

2027 edition 10-minute read

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A practical guide with an electrical owner cover log

Images are illustrative.

The whole guide on one page

Start with a job that keeps coming back to your desk. Follow who makes the decisions, who can safely take over and what evidence survives the handover.

The task	What good looks like	Ask for
Map the job, not just your title	Quoting, variations and ordering have named cover	A job file and decision log
Keep technical responsibility visible	The substitute's competence matches the task	Competence evidence and supervision limits
Make the records usable	Someone else can find the right certificate and report	A completed job file and access check
Hand over customers and collections	Instructions and unpaid work have a clear next action	Customer contacts and invoice evidence
Cost the work that remains	Owner costs and replacement costs stay separate	A reconciled profit bridge
Review what the test actually proved	Results show when the owner still intervened	A dated weekly log and follow-up

Use the two-page owner cover log on pages 9 and 10. Keep required supervision in place throughout. This guide chooses 90 days to observe the work; it is not an industry standard.

Bring the gaps you record to a free first conversation: 01285 704466.

1. Map the job, not just your title

An organisation chart cannot show who agrees a late scope change or remembers a landlord's access arrangements. Start with one electrical job and follow its decisions.

What good looks like

Put the quotation beside the agreed scope, variation record, materials order and completion file. Mark who made each decision and the record that supports it.

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Illustrative example, not a real deal

This invented contractor has £1,200,000 annual income. Its figures are illustrative. For this exercise, ask a proposed substitute to find the agreed installation scope before preparing an order for the owner to review.

Job stage	Evidence to hand over
Estimate	Scope, assumptions and exclusions
Change on site	Instruction and approval trail
Order materials	Agreed specification and order record
Close the job	Applicable certificates, invoice and outstanding items

The buyer's question

Could the next person explain why this job was priced this way, or would they need to telephone the owner?

What to check

- ☐ Name the decision the substitute can make and the point at which they must escalate.
- ☐ Keep technical decisions within the competence and supervision arrangements on the next page.

2. Keep technical responsibility visible

Delegating a quotation is different from taking responsibility for electrical work. A diary entry saying someone is covering you does not establish their competence.

What good looks like

HSE's Great Britain guidance links competence to the task, appropriate training, relevant experience and reassessment. Someone unable to demonstrate competence needs competent supervision [1].

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Illustrative example, not a real deal

The proposed commercial cover can collect drawings and arrange access. Whether that person can supervise or approve electrical work remains a separate evidence question.

Responsibility	Check before delegating
Commercial approval	Written authority and spending limits
Technical work	Task-specific competence and supervision
Scheme responsibility	Named role and issuer's requirements

For NICEIC Approved Contractors, a departing Qualified Supervisor triggers prompt notice, a declaration within 30 days confirming named competent supervision, and an accepted replacement within 120 days [2]. Those scheme timings do not permit unsupervised work.

The buyer's question

Who covers the technical responsibility if the owner leaves, and what evidence supports that arrangement?

What to check

- ☐ Ask the relevant issuer about your actual role change.
- ☐ Stop a test task if the agreed competent cover is unavailable.

3. Make the records usable

Ask the substitute to retrieve a completed job file without your help. Finding a folder is the start; identifying the right document and an unresolved item is the useful test.

What good looks like

IET publishes separate model forms for an Electrical Installation Certificate, a Minor Electrical Installation Works Certificate and an Electrical Installation Condition Report [3]. Identify which records belong to the actual work.

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Illustrative example, not a real deal

The handover exercise asks the substitute to find the installation records and distinguish them from an inspection report. The owner keeps the required technical review in place.

Find this

Show this

Job scope and drawings

The version used for the work

Certificate or report

Job reference and responsible person

Unresolved item

Assigned action and current status

File access

The substitute can retrieve it

NICEIC surveillance evidence includes work lists, relevant specifications, drawings, certificates or reports, complaints and competence records [2]. Use those categories when checking a participating business's files.

The buyer's question

Can the team explain an unfinished record without relying on the owner's memory?

What to check

☐ Record what could not be found, who will resolve it and when.

☐ Ask the responsible technical person to confirm the record is appropriate.

4. Hand over customers and collections

Try handing over the next customer action, not just a telephone number. Include the person who agrees access, the person who approves a variation and the person handling payment.

What good looks like

Choose an unpaid invoice. Follow it back to the instruction and completion evidence, then ask the substitute to explain the next collection step from the file.

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Illustrative example, not a real deal

Its £350,000 maintenance income includes £250,000 under signed terms still in date and £100,000 outside that category. One-off inspection income is a separate £100,000. The handover must preserve those distinctions.

Customer record

Question for the substitute

Maintenance agreement

What service and term have been agreed?

Landlord instruction

Who approves access and further work?

Main-contractor invoice

What evidence is missing or disputed?

Contact history

What is the next action, and who owns it?

The buyer's question

Does the relationship continue through an accessible file and an introduced colleague, or only through the owner's personal contact?

What to check

- ☐ Keep a record of the introduction and the customer's response.
- ☐ Ask your solicitor about any proposed contract or ownership change; do not infer consent from a successful introduction.

5. Cost the work that remains

Write down the estimating, supervision, customer work and collection duties before choosing a replacement cost. Then check what the accounts already include.

What good looks like

Match each proposed adjustment to its account entry and supporting record. Put the remaining duties beside the replacement-cost estimate so the same work is not paid for twice.

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Illustrative example, not a real deal

The chosen replacement employment cost is £90,000. It is an assumption for the whole package of duties, not a salary benchmark or proof that a suitable person is available.

Illustrative profit bridge	Amount
Reported operating profit	£160,000
Remove an isolated expense	+ £20,000
Remove the owner's cost	+ £70,000
Deduct replacement employment cost	– £90,000
Adjusted profit	£160,000

The isolated expense and owner-cost removal add £90,000 in total. The replacement deduction removes that same total, so adjusted profit equals reported profit in this example.

The buyer's question

What supports the replacement estimate, and which responsibilities would still fall back on the departing owner?

What to check

- ☐ Ask your accountant to reconcile the bridge and challenge recurring costs.
- ☐ Keep any unfilled responsibility visible beside the estimate.

6. Review what the test actually proved

Log interruptions each week. Check whether the substitute acted within the agreed limits.

What good looks like

Attach a job reference and outcome to each entry. An issue is closed when the named reviewer can inspect the evidence; silence alone does not close it.

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Illustrative example, not a real deal

A practice entry: order paused for missing revised scope; owner supplied it; substitute prepared the order. Follow-up: file approved scope changes before ordering.

Point in this chosen test	Review
Start	Agree cover, authority and safety boundaries
Each week	Record interruptions, evidence and follow-up
End of 90 days	Separate demonstrated cover from unresolved gaps

A UK multi-disciplinary contractor and another business announced a completed management buyout in April 2026 [4]. The contractor's individual-company accounts for the year ended January 2026 report 22 average monthly persons employed, including directors, and a consolidation exemption because its group qualified as small [5]. This gives smaller-group succession context, not a price or turnover comparison.

The buyer's question

Which duties have actually been covered, and which were never tested?

Bring the unresolved duty

Use your completed log for a free first conversation about the cover still needed.

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Arrange a conversation

Electrical owner cover log

For each week of your chosen 90-day test, save a new copy of both pages. Name the business and week. Agree cover before a task starts; keep required competent supervision in place. Record who can act, their limits and the person to contact when those limits are reached.

Business and week beginning

Responsibility	Substitute and limits	Evidence of cover	Escalate to
Quoting and variations			
Materials orders			
Technical work and supervision			
Certificates and reports			
Customer contact and collections			

Arrangements to confirm before testing: action, responsible person and date

Type your answers in and save a copy, or print the page and fill it in by hand. Nothing you enter is sent to us.

Electrical owner cover log: results

Use the same business and week as the cover page. Record the actual interruption, outcome and evidence reference. Note the action, responsible person and date in the follow-up box. If a task did not occur, write "not tested" rather than treating it as demonstrated cover.

Business and week beginning

Responsibility	Interruption	Outcome	Job or record reference
Quoting and variations			
Materials orders			
Technical work and supervision			
Certificates and reports			
Customer contact and collections			

Follow-up: action, responsible person, date and evidence that closes the issue

Type your answers in and save a copy, or print the page and fill it in by hand. Nothing you enter is sent to us.

Sources and validity

1. HSE: Working with electrical equipment, updated Apr 2025, competence section. Great Britain. Task-specific competence, relevant training and experience, reassessment and competent supervision; no universal qualification or replacement salary is inferred.
2. NICEIC: Approved Contractor Scheme Rules, sections 11.5 and 12.3, version date not displayed. This scheme only. The Qualified Supervisor departure timings and surveillance records do not establish other issuers' rules or a right to continue without competent supervision. Recheck the current issuer rules before acting.
3. IET: Model forms, page date not displayed, Amendment 4 forms. UK national installation standard context. Separate document types only; forms are linked, not reproduced. The guide gives no technical testing instruction.
4. Yee Group: Management buyout secures future growth for Yee Group and Cool Services, April 2026; company website, page date not displayed. UK multi-disciplinary contractor including electrical work. The completed-MBO announcement covers both businesses and links founder retirement to succession by existing senior leaders. It does not establish the separate legal completion day or handover findings.
5. Yee Group Limited: accounts for the year ended January 2026, approved September and filed September 2026. Notes 1.1 and 3: small-group consolidation exemption; individual company statements; 22 average monthly persons employed including directors. The target privacy policy identifies the filing entity. The employment measure is not electricians, group workforce, full-time equivalents or completion-day staffing. Smaller-group context is an inference from the filed accounting scope, not a same-turnover comparison. Turnover, price, finance terms and post-deal results are not established.

Checked Oct 2026. We review every guide after the Autumn Budget in October 2026. Take technical, accounting and legal advice on your own arrangements.

The example. Eldermere Electrical Services is invented, not a Reads client or a real sale. Its figures and role-cover exercises are illustrative, not market evidence. The 90-day period is this guide's chosen test, not an industry standard. No sale premium, tax outcome, employment classification or contract-transfer rule is asserted. The images in this guide are illustrative.

Start with the task that still comes back to you



Bring your owner cover log to a free first conversation. Pick the unresolved responsibility you would like to work through. There is no obligation to go further.

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