



# Electric Vehicle Charging Policy

<b>Regulation and Legislation</b>	This policy links to: <ul style="list-style-type: none"><li>• The Landlord and Tenant Act 1985</li><li>• The Commonhold and Leasehold Reform Act 2002</li><li>• The Regulatory Reform (Fire Safety) Order 2005</li><li>• The Health and Safety at Work Act 1974</li><li>• The Management of Health and Safety at Work Regulations 1999</li><li>• The Regulator of Social Housing Consumer Standards</li></ul>
<b>Supporting documents</b>	<ul style="list-style-type: none"><li>• The Property Management Operational procedures</li><li>• Service Charge policy and procedure</li><li>• Customer Safety policy and procedures</li><li>• Environmental policy</li><li>• Orbit Design Strategy</li><li>• Lettings Policy &amp; procedure</li><li>• Customers' Own Improvement procedure</li><li>• Electrical Safety Management plan</li></ul>
<b>Scope</b>	This Policy outlines the key principles for the installation and management of Electric Vehicle Charging Points (EVC) across the Orbit portfolio. This policy should be read in conjunction with the supporting documents listed above.
Reference to "Orbit" means Orbit Group which consists of Orbit Group Limited, Orbit Housing Association Limited, Orbit Homes (2020) Limited, Orbit Treasury Limited and Orbit Capital Plc.	

## 1. Introduction

- 1.1 Electric Vehicles (EV) are being heavily promoted to achieve a zero-carbon transport system by 2030 as part of the Government's Road to Zero Strategy UK. The demand for charge points is increasing and this policy sets out the safe installation and maintenance of charge points. Orbit supports a net zero carbon initiative to encourage staff and customers to switch to an electrical vehicle.
- 1.2 For each tenure, considering property type, we set out responsibilities for the installation, repair, replacement, maintenance, and the ownership of EVCs. All installations must follow Orbit's Electrical Safety Plan.

## 2. Policy Statement

- 2.1 **Rented & Shared Ownership homes with demised driveways.**  
This request type will be dealt with by the 'Customers' Own Improvement Procedure'. Requirement will include installation to the current version of BS7671 by a City in Guilds 2919

qualified electrician. Checks will need to take place to establish whether External Wall Insulation has been installed at the property. Reinstatement requirements if a charge point is removed will also be provided as part of the process.

Costs are to be met by the customer and they should be directed to suitable grant funding where available.

## 2.2 Leasehold Car Parks

A request to install an EVC on an individual demised parking space will need to be assessed on an individual basis, installation including, infrastructure to Orbit specification, will be at the leaseholder's cost. Subject to the terms of the lease and risk assessment.

In the case of a 100% lease block and car park, with all leaseholders consulted and in agreement a project could be funded through the service charge. Subject to the terms of lease.

The installation of related equipment on Orbit owned land will be formalised under Licence.

## 2.3 Communal Car Parks

At present Orbit does not provide electric vehicle charging points for its existing communal car parks.

Future projects to roll out EVC points to communal car parks will consider:

- customer demand
- viability - Cost of installation including civil works and availability of suitable power supply or the cost of provision
- budget provision
- available Grant funding
- net loss of car parking for non EVC users

The charging network will be restricted to provide access for registered customers, employees, and contractors to prevent unauthorised use.

As part of the installation programme and where viable we will install cable routing in addition to the EVC point to future proof the car park.

## 2.4 Independent Living Schemes

Car Parks at our schemes serve both customers and employees.

Orbit will align with PAS 1889:2022 Electric vehicles- Accessible charging. It covers the physical aspects of the environment surrounding fixed charge points (e.g. kerb height, ground type); the location, placement and spacing of charge points within the streetscape/public realm; the information, signals and indicators to be provided to users; and the factors to be taken into account in the design and specification of accessible charge points (e.g. height of charge point, cables and cable management systems, bollard spacing, colours used on screens, weight and force and ease of use of the equipment).

## 2.5 Orbit Workplaces

Where we have the legal right and subject to viability, we will install vehicle charging at Orbit workplaces, including Independent Living schemes.

## 2.6 Orbit EVC points

Where Orbit are responsible for the installation and management of EVC Points, a managed 'one stop shop' solution providing installation, grant application, management and billing will be used. Installed systems must be capable of identifying recoverable cost of used electricity and where relevant allocation to landlord supply costs. Service charges must not be impacted by EVC installation, usage, maintenance, or replacement. The exception being leasehold car parks as referred to in 2.2.

## 3. Data retention

It is the supplier's responsibility to manage the data with the user as they are the data controller. The only record Orbit will hold is, that we have signposted the customer to them, which will be part of the tenancy record.

## 4. Roles and Responsibilities

- 4.1 The Property Management Team will be responsible for the implementation of the policy.
- 4.2 The Property Improvements Team will be responsible for the roll out any future project.
- 4.3 The Property Management Team will be responsible for the management and administration of the managed solution contracts.
- 4.4 The Service Charge Team will be responsible for the recovery and allocation of landlord supply electricity costs.
- 4.5 The Property Safety Team will, be responsible auditing installations and paperwork.

## 5. Performance Controls and Business Risk

- 5.1 Compliance with this policy will be monitored by the Head of Property Management & Estates,
- 5.2 Performance will be reported to the Director of Operations.
- 5.3 Orbit will carry out a fundamental review of this policy every three years subject to legal, regulatory changes or in accordance with the agreed Policy Review programme.

## 6. Essential information

- 6.1 All Orbit policies and procedures are developed in line with our approach to the following, data protection statement, equality diversity and inclusion (EDI) approach, complaints policy and our regulatory and legal obligations to ensure we deliver services in a lawful manner and treat people equally and fairly. Details of these are found on the declaration document for strategy policy and procedure summary and have been an integral part of the formulation of this document. Orbit's privacy policy can be accessed on our website [www.orbitcustomerhub.org.uk/publications/policies/](http://www.orbitcustomerhub.org.uk/publications/policies/)

<b>EA</b>	The Equality Analysis for this policy will be made available once the property management and estate services operational model has been agreed and relevant documents reviewed.
<b>DPIA</b>	A DPIA was approved in November 2023 and is available to view.
<b>Consultation</b>	<b>Internal:</b> EVC working group; Head of Service Forum; Property Safety Manager.
	<b>External:</b> Future Homes Consortium EVC Sub-group; Orbit Customer Engagement Webinar
<b>Applies to</b>	

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Directorate e.g. Customer and Communities

Date

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## Revision History

Version Number	Date	Comments / Reason for revision
V1.0	21.12.23	New Policy