

## Installing an electric vehicle home charging station

If you have bought or are thinking about buying an electric vehicle (EV), then you may want to have a charging point at home (EV charger). You would always have a charging point available ensuring each time you drive away, you leave with a full battery.

We will be able to grant permission for an EV charging station if the following two conditions are met:

1. The property either has a new Vico Homes parking pad (provided through our investment programme) or a driveway approved by us before the investment programme was delivered or through our home improvements process; and
2. the EV charger must be installed by a government approved OZEV installer.

### Off-street parking

You must have designated off-street parking where a charging cable will not cross either a pedestrian pavement or an area over which other nearby residents have a right of way.

We would expect any vehicle parking at the front of the property to meet our own parking pad standard already provided to our homes through our investment programme, where the criteria has been met for the provision of a parking pad. For more guidance on how to make an application please visit the Improving your home page by logging into your tenant account. On receipt of your application we will assign an officer to support you in ensuring the correct specification and standards are achieved.



Vico Homes Environmental scheme approved driveway (drainage channel to front).

At the end of your tenancy the EV charger along with the units, associated cabling and electrical equipment must be left at the property to be used by the next tenant.

## Approved installer

As the installation of a charging point involves high voltage and high power, the installation must only be completed by a qualified and certified professional.

You need to use an OZEV approved installer. Apart from advising you on the permissions you need to seek, they will also assess whether it's safe to have a Electrical Vehicle Charging Point in that home and if so where to place it to guarantee maximum benefits.

A list of authorised installers can be found:

[gov.uk/government/publications/residential-chargepoints-authorised-installers](https://gov.uk/government/publications/residential-chargepoints-authorised-installers)

An install will usually include a home consultation visit in order to assess the suitability and ensure you meet the criteria for the home charging grant should you wish to apply for this. Guidance relating to the Electric Vehicle Home Charge Scheme can be found:

[gov.uk/government/publications/customer-guidance-electric-vehicle-homecharge-scheme/electric-vehicle-homecharge-scheme-guidance-for-customers](https://gov.uk/government/publications/customer-guidance-electric-vehicle-homecharge-scheme/electric-vehicle-homecharge-scheme-guidance-for-customers)

Before installation, the installers will need to consider a few factors to help them determine whether it's possible to install an ECVP in that property. They include:

- Whether you need to seek permission before installing the charging point.
- If it's safe to have an EV charger included in the normal electricity demands of that property.
- Whether there's a suitable place in the property to locate the charging point as well as the vehicle when it's charging.

### Remember

At the end of your tenancy the EV charger along with the units, associated cabling and electrical equipment must be left at the property to be used by the next tenant.

Charging the EV will typically cause your electricity demands to rise significantly. Therefore it is important to check whether the present electric cabling, primary household supply and sockets can sufficiently carry the additional current the car will require when charging.

Checking the cabling will also involve assessing the number of safety cut-outs that are present. Fire is likely to occur if the electrical installation in a property becomes overloaded. An electrician qualified in EVSE (EV supply equipment) will need to find out whether the existing electrical supply can adequately handle the existing load while also charging an EV.

Also, the installer will also need to inform the District Network Operator about the installation of an EV charging point in the area. If the property owner wants to have a second charge point installed, the installer will need to communicate the same.

When choosing a charging station for your home, you will need to consider various factors such as the type of car and where the EV charger will be located.

## How to apply

1. An alteration permission form must be completed. Contact our Asset Surveying Team at [hsgassetssurveying@vicohomes.co.uk](mailto:hsgassetssurveying@vicohomes.co.uk)
2. We can only give permission for a home EV charger where the property has its own parking area which has been provided and approved by Vico Homes.
3. The installation of any EV charger must be carried out by a government approved OZEV installer and confirmation of your chosen contractor details must be provided. A permission form must be completed with information from the chosen contractor as shown.\*
4. Any pictures taken by phone can be emailed if necessary to [hsgassetssurveying@vicohomes.co.uk](mailto:hsgassetssurveying@vicohomes.co.uk) and please use your first line of address as reference, such as 'permission request for - 20 Vico Homes Road'.
5. Please provide a quote on letter headed paper with details of the contractor. The quote must include a plan / layout of the current area (where the work is to be carried out) and the proposed location of the EV charger including the make and model.
6. The quote from the contractor must also include a full description of the proposed work, materials to be used and how the works will be carried out.
7. The contractor must have Public and Employers' Liability Insurance. There may be a need for you to provide insurance details and documents for your contractor. We will contact you if this is the case.
8. Details of any warranty period of the work once completed should you encounter any problems once the EV charger has been installed / fitted.
9. \*We may request a risk assessment and a method statement from your chosen contractor but will contact you if this is the case.

## Guidance for application to install a home EV charger

- The asbestos report must be checked to ensure Asbestos Containing Materials (ACMs) are not being removed or encapsulated. Any removal required will be undertaken by us at your expense
- Regard should be made to potential impact upon electric, plumbing and drainage
- All aspects of the work that were submitted must be carried out by fully qualified electricians who are OZEV (formally known as OLEV) approved installers. Apart from advising you on the permissions you need to seek, they will also assess whether it's safe to have an Electrical Vehicle Charging Point in your home and if so, where to place it to guarantee maximum benefits
- The standard of workmanship must be to the satisfaction of Vico Homes and must be carried out by a qualified electrician to BS 7671 and other relevant standards. You will be provided with an electrical certificate for your EV charger installation to show that it has been safely installed to the latest electrical regulations. This will need to be sent to us once the work is complete
- If we do not receive the electrical certificate once the work has been completed, then we will instruct our electricians to carry out an inspection of the work you have carried out and you will be recharged for this inspection and test
- The unit must be securely fixed on an external wall close to the parking pad and adequate care must be taken to ensure that the internal and the fabric of the building (external brickwork / cladding) is not damaged or altered. If damage occurs then this must be repaired at your cost. If fitting to External Wall Insulation (EWI) please see guidance towards the end of this document for information relating to the use of fixtures and fittings
- The EV charger must not exceed the limitations of the existing electrical installation and consumer unit. Any changes to the electrical equipment or wiring that need to be made prior to the installation of the EV charger to be installed will be made at your expense
- The EV charger (including any additional electrical cabling and additional

consumer unit if fitted) once installed will become part of the electrical installations of the property and as a result will be maintained and tested by us as necessary from time to time to comply with regulations in force. If any deliberate or malicious damage is caused to the EV charger by you or occupiers / visitors to the property, we will recharge you for the costs of any repair

- At the end of your tenancy the EV charger along with the units associated cabling and electrical equipment must be left at the property to be used by the next tenant. You are not entitled to take any part of it with you and we will not compensate you for leaving it at the property
- No costs in connection with the installation work will be paid or contributed to by us
- The work must be completed and all necessary compliance certificates provided to us within three months of us giving permission. Failure to do so will mean you having to apply again for permission
- Work must be carried out in a manner to ensure minimum disruption to your neighbours
- All debris resulting from the alteration must be disposed of in an appropriate manner
- Permission is limited to the works specified in the permission granted by us

## **Retrospective permission**

If at any time it becomes clear that a home EV charger has been installed without permission, then the tenant will be contacted and you will be required to make an application for retrospective permission. You will be required to complete all the necessary paperwork and provide all certificates required by us to enable us to decide whether retrospective permission should be given. We may ask you to remove, reinstate and make good any work which we have not approved and or does not meet OZEV standards.

## Frequently asked questions

**I have been offered a fully electric car through an approved mobility scheme but I don't have an existing off-street parking facility within my garden.**

We would not grant permission for an electric car charging point unless all the enclosed criteria has been met for independent off-street parking.

**I have just purchased an EV and would like a home charging unit. Will you grant me permission?**

We ask that our Asset Surveying Team is contacted at the earliest opportunity to make enquiries before you commit to purchasing an EV. Permission can only be granted once all the conditions stated in this guidance document are satisfied. We will not accept liability for any loss or misunderstanding which may occur if permission is refused for an EV charging unit.

**You have granted me permission to install a home EV charger. Why can't I take this with me when I end my tenancy?**

Permission is granted on the condition that at the end of your tenancy the EV charger along with the units, associated cabling and electrical equipment must be left at the property to be used by the next tenant. Once the EV has been installed it becomes part of the electrical wiring of the property for which we would be responsible. This EV unit should not be removed either during or at the end of your tenancy.

**I live in a house where Vico Homes has not provided a parking pad and my front boundary is made up of a fence and gate. Can I still have an EV charger?**

We will refuse permission here as a property (whether it be a terraced house, semi-detached house, bungalow or apartment) should have its own Vico Homes approved off-street parking area. Please see the 'Guidance for Driveways' document for more information on parking pads.



**I have had a home consultation visit from an approved OZEV installer who pointed out that I may require an additional consumer unit. Will Vico Homes pay for this and undertake this work?**

Any work required to the electrical installation (including any additional electrical cabling and additional consumer unit if required) in preparation for an EV charger will be at the cost to the customer, who will be required to have this work carried out by a fully qualified electrician to British Standard 7671 and other relevant standards. The customer must also inform the landlord of any additional work required.

**I live in an apartment / bungalow within a communal block with open plan ground areas. Do you have any plans to provide public EV charging points in any of your communal blocks with open plan ground areas?**

The future provision of EV charging in public space and highway areas will become a developed initiative and strategy from several stakeholders. For instance, this may include your local authority and other bodies which may result in public EV chargers being installed in some of our communal parking areas.

**I live in a property which has been externally clad with insulation (EWI system). Can I still have an EV charging point fitted to my home?**

We would need to see your method of fixing prior to allowing the EV charger to be installed, to ensure we are happy that the installation does not compromise or damage the insulation system.

**I live in a property with a shared drive or access. Can this be used to park and charge a vehicle?**

Shared drives and accesses are not to be used for charging vehicles. The car parking space must be designated to the property making the application in order for an EV charge point to be considered for approval.

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**For more information please call the Assets Team on 01977 788 248.**



**Struggling to read this information?** Let us know if you would like this document in another format, size or language. Please call us on 0345 8 507 507 or email [contact@vicohomes.co.uk](mailto:contact@vicohomes.co.uk)