



POSITIVE FUTURES

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Name of Guidance:	Electric Car Charging at Home by the people we support Guidance		
Policy this guidance is governed by:	Vehicles Policy		
Policy Lead:	Finance Director		
Next Review Date:	08.02.29		
Change Record			
Issue Date	Nature of Change	Ratified by	Date ratified
08.02.24	New guidance	Directors	20.11.23

Electric Car Charging at Home by the people we support Guidance

Aim

To ensure that the people we support contribute fairly towards household electricity bills for the electricity used to charge their vehicle.

Guidance

Where people we support charge their vehicles using the household electricity supply, it is important they pay a fair amount for the cost of this.

Who the Guidance applies to

All staff	
Staff in specific services (list relevant services)	✓ (where a person we support has an electric vehicle and charges this at home)
Volunteers	
Trustees	
Contractors	

Installation and Use of Chargers

Landlord permission must be sought for charger installation.

Any charger installed at the home of a person we support is **for the use of the person we support's vehicle only** and must not be used for Positive Futures / staff / family of the people we support's vehicles.

Calculation of Charges

- If the person lives alone
The cost to charge the vehicle will be part of the electricity bill and no extra calculations are needed.

- If the person shares a house

The person will have to pay for the extra electricity used to charge the vehicle. This can be calculated one of two ways:

1. The amount owed will be calculated based on the size of the battery and the price of electricity:
 - The price per kWh will be detailed on the electricity bill for the house.
 - The battery size depends on the car but will be known.

Staff will, or will support the person to, keep a record of how much charge is in the car battery before connecting (for example, 50%) and how much charge is in place when charging ends (for example, 100%). A manual record is available for this purpose.

Each month, the cost of all vehicle charges will be calculated by completing the Electric Car Charging Calculator. This calculator can be used in the house of the person we support, or by an office-based member of staff based on the manual record retained in the house.

2. If the car or charger has an app which shows how much electricity was used to charge the vehicle, this figure should be used, along with the electricity price, to calculate the amount owed. Please contact the Finance Department who will issue a revised Electric Car Charging Calculator for this purpose.

The person we support will be required to reimburse the Joint House Account for the full month's vehicle charging costs. If a person we support fails to pay the amount owed, they may be prohibited from charging their car using the shared household electricity.

- Where people we support share an electric vehicle

If this is an ongoing arrangement, we will need to agree a "splitting" of costs based on estimated usage, for example, Liam pays 60%, James pays 25% and Luke pays 15%. If the vehicle is used for ad hoc journeys, a mileage rate can be agreed.

Where an electric car is an option for the people we support, consideration should be given to changing the electricity tariff to match charging patterns would be beneficial.

How has this Guidance been informed by staff, volunteers and the people we support?

	✓
People we support	
JCC / Staff	
Departmental / Operational Managers	✓
Directors	✓
Other (please list)	

Related documents

Forms / Templates
<ul style="list-style-type: none">• Electric Car Charging Calculator (this includes a record which can be filled in manually in the house of the person we support)