



## **Electric Vehicle (EV) Charger Policy**

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Policy Area	Estates
Policy Owner	Estates Director
Policy Author	Mat Nicholson
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## **1. Policy Statement**

Birmingham Metropolitan College is committed to supporting sustainable travel by providing safe, fair, and accessible electric vehicle (EV) charging facilities across its campuses. These chargers are available to staff, students, and visitors on a paid, priority-managed basis, with clear rules for safety, accessibility, and responsible use. The College will monitor usage and plan for future demand as part of its commitment to reducing carbon emissions and achieving net-zero targets.

## **2. Purpose**

This policy outlines the safe and responsible use of electric vehicle (EV) charging facilities installed on college sites. The objective is to ensure chargers are used fairly, safely, and in support of the College's sustainability commitments.

## **3. Scope**

This policy applies to all staff, students, visitors, contractors, and members of the public authorised to use EV chargers on College property.

## **4. Principles**

- Chargers are provided to support the transition to cleaner transport and reduce the College's environmental impact.
- Use of chargers must prioritise safety, fairness, and accessibility.
- Chargers are for legitimate EV charging only. Misuse may result in disciplinary or legal action.
- EV charging parking bays are on a first come first serve basis.
- Vehicles should vacate EV charging bays promptly after charging.
- Provision will be reviewed annually, with expansion considered if occupancy rates consistently exceed 80%.

## **5. Payment & Tariffs**

- All chargers operate on a pay-as-you-go basis via the Roam Charging app.
- Tariffs are set by Roam and reviewed regularly to ensure they remain fair, transparent, and reflective of energy costs.
- Anyone using the EV chargers also has the option to sign up for the Roam membership, giving access to cheaper electricity.
- Setup steps are located on the EV chargers.

## **6. Sustainability Commitment**

The College recognises the important role EV charging infrastructure plays in supporting national and local carbon reduction targets. By providing EV chargers on site, the College:

- Encourages the uptake of low-emission vehicles among staff, students, and visitors.
- Contributes to reducing greenhouse gas emissions from daily travel.
- Supports wider community sustainability and clean air initiatives.
- Demonstrates leadership in environmental responsibility and innovation.

This policy underpins the College's wider sustainability strategy and commitment to achieving a net-zero carbon footprint in line with government guidance.

## **7. Authorised use**

- Only electric vehicles (fully electric or plug-in hybrid) may use the charging points.
- Chargers are available for staff, students, visitors, and contractors subject to site-specific arrangements.
- Vehicles must be actively charging while occupying a charging bay. Idle parking in EV bays is not permitted.
- Users must comply with any booking, payment, or time-limit requirements set by the College.
- Blue badge holders wanting to use EV chargers can contact the Vice Principal at their base site to confirm arrangements.

## **8. Safety Requirements**

To maintain safe use of EV charging facilities, users must:

- Inspect charging equipment before use and report any visible damage immediately to main reception.
- Only use charging leads supplied with or approved for their vehicle.
- Ensure cables do not create a trip hazard.
- Never tamper with, modify, or attempt to repair charging equipment.
- Avoid using chargers in unsafe conditions (e.g., standing water, severe weather exposure)
- Follow all posted signage and safety instructions.

## **9. Site Rules**

- Vehicles must be parked correctly within marked bays.
- Once charging is complete, vehicles must be moved promptly to free the charger for others.
- No unauthorised extension leads, adaptors, or modifications may be used.
- The College reserves the right to disconnect or ask for vehicles to be removed, that pose a safety risk or breach this policy.
- All vehicle users visiting site must comply with BMet's Car Parking Policy.
- All vehicles parked on site are parked at the owner's risk.
- Overnight EV charging is prohibited unless approved by the Vice Principal and Campus Safety are informed.

## **10. Liability**

- The College accepts no responsibility for damage to vehicles or equipment arising from the use of EV chargers, except where caused by negligence of the College.
- Users are responsible for their own vehicle, charging cable, and personal safety while using the chargers.
- All users must ensure their vehicles meet legal requirements of the road, including valid insurance, MOT, and tax, before using college EV charging facilities

## **11. Reporting issues**

- Any faults, damage, or safety concerns must be reported immediately to the College Estates via main reception or internal logging system.
- In the event of fire, electrical fault, or injury, the College's emergency procedures must be followed.

## 12. **Enforcement**

Failure to follow this policy may result in:

- Withdrawal of access to EV charging facilities.
- Disciplinary action (for staff or students).
- If necessary, removal of vehicles from site at the owner's expense.

## 13. **Data Protection**

- Charger usage data (time, energy consumed, cost, vehicle registration) is collected via the Roam system.
- This data is used only for billing, sustainability reporting, and operational management.
- All data is processed in accordance with UK GDPR and the College's Data Protection Policy.

## 14. **Related Policies**

- Health and Safety Policy
- Car Parking Procedure
- Data Protection Policy

## 15. **Compliance**

This policy will be reviewed every two years in consideration of sustainability and Health & Safety, or sooner if required by legislation or demand.