

**Agenda Item No:** 8

**Report To:** Cabinet

**Date of Meeting:** 27<sup>th</sup> January 2022

**Report Title:** **Extension of Electric Vehicle Charger Provision**

**Report Author:** Mandy Cracknell

**Job Title:** Team Leader – Parking, Highways and Transportation

Alison Oates

Community Safety and Wellbeing Manager

**Portfolio Holder:** Cllr. Peter Feacey

**Portfolio Holder for:** Community Safety and Wellbeing



<b>Summary:</b>	To approve installation of Electric Vehicle Charging Points (EVCPs) and to approve the release of funds to install in locations that are ineligible for funding through the Office for Low Emission Vehicles (OLEV) scheme. To utilise the Council's Climate Change Reserve Fund.
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**Key Decision:** NO

**Significantly Affected Wards:** None are significantly affected. Locations where EVCPs are to be installed are detailed within the report.

**Recommendations:** **The Cabinet is recommended to:**

- I. Approve the release of £164,000 from the Climate Change Reserve Fund to install 15 Electric Vehicle Charging Points.**
- II. Delegate authority to the Head of Community Safety and Wellbeing, in consultation with the Portfolio Holder for Community Safety and Wellbeing, to effect and complete all necessary steps to install in total 44 charging points as listed in this report.**
- III. Authorise the Solicitor to the Council and Monitoring Officer to negotiate, finalise and complete all necessary legal agreements and other documents to give effect to the above.**

**Policy Overview:** The Council's Corporate Plan identifies Green Pioneer as a key priority. Increasing the number of EVCPs within our public car parks will further demonstrate commitment to tackling climate change. It will help the Council achieve its aim of becoming carbon neutral by 2030.

<b>Financial Implications:</b>	An allocation of £164,000 is required for the second phase of EVCP installation. The capital cost will not be recovered, however, charges paid by customers using the EVCPs will cover on-going operational costs.
<b>Legal Implications:</b> <i>Text agreed by Simon Talijancic on 13 January 2022</i>	<p>The Electric Vehicles (Smart Charge Points) Regulations 2021 were signed into law on 15 December 2021. They will be brought into effect from 30 June 2022, except for the security requirements in schedule 1, which will be brought into effect from 30 December 2022.</p> <p>Appropriate legal documentation and legal service support will be required in relation to the additional contracting work that is needed.</p> <p>The planning, installation and maintenance of electric vehicle charge points will be provided through BMM Energy Solutions.</p>
<b>Equalities Impact Assessment:</b>	See Appendix A
<b>Data Protection Impact Assessment:</b>	Customers pay the EVCP operator directly rather than the council for the cost of using the charging point. The council will be the data owner with the EV charge point operator being the data processor. The operator will externally host data and the council's normal requirements with regard to GDPR and ICT security will apply.
<b>Risk Assessment (Risk Appetite Statement):</b>	<p>Our financial risk is reduced in that the EVCP programme is supported by the OLEV grants system. This does not, however, cover installing EVCPs in all council owned sites and therefore there is financial risk associated with the full programme. This risk is reduced by pursuing a collaborative delivery model with a private firm that specialises in this field.</p> <p>It is worth noting the government's decision to bring forward its target date for all new cars to be Ultra Low Emission Vehicles (ULEVs), from 2035 to 2030. This suggests that the Government is likely to continue supporting councils wishing to install charging infrastructure as soon as possible.</p>
<b>Sustainability Implications:</b>	Road transport accounts for around 30% of emissions of carbon dioxide. Investment in large-scale EV charging infrastructure will complement wider measures to encourage people to switch from fossil fuel (internal combustion engine) vehicles to ULEVs.
<b>Other Material Implications:</b>	The greatest staffing impact will be on the assigned Project Manager i.e. the Team Leader for Parking, Highways and Transportation, and the Senior Operations Officer. The project implementation will be accommodated within existing resources.

**Exempt from  
Publication:**

**No**

**Background  
Papers:**

**None**

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## Report Title: Extension of Electric Vehicle Charger Provision

### Introduction and Background

1. The council have begun a programme to replace existing Electric Vehicles Charging Points (EVCPs) and install additional points across the borough. Residents and visitors expect public car parks to have charging facilities and the council's is keen to deliver on this expectation. This is line with the government plans to accelerate a switch to cleaner modes of transport and will support the council's carbon reduction and air quality objectives.
2. The programme consist of three phases. The first phase relates to council car parks that are eligible for financial support from the Office for Low Emission Vehicles (OLEV). Further information on OLEV can be found at: Office for Low Emission Vehicles - GOV.UK ([www.gov.uk](http://www.gov.uk)).
3. The second phase of the project is to install EVCPs in locations that do not meet the current OLEV application criteria and therefore require direct council funding.
4. Once the first and second phase are complete, we will turn our attention to other areas in an attempt to make electric vehicle charging more accessible, especially to those without access to private parking. We will look to reduce emissions through uptake of on-street EV charging. This report does not address this third phase which will be the subject of future reports.
5. Useful background to Electric Vehicles and Infrastructure is provided within Commons Library Research Briefing, 20 December 2021 at [CBP-7480.pdf \(parliament.uk\)](#)

### Proposal

#### *First phase of EVCPs*

6. This phase of EVCP programme relates to council car parks that are eligible for financial support from the Office for Low Emission Vehicles (OLEV), as the car parks are accessible 24 hours a day by residential users. An application has been submitted to the OLEV to cover this phase of the council's programme. The outcome is expected shortly.
7. A total of 29 points will be supplied under this first phase via a partnership arrangement with an external provider, BMM Energy Solutions Ltd (BMM). The OLEV grant will cover installation costs of £174,000 with BMM contributing an additional £58,000. The total first phase costs are therefore £232,000. There are no capital costs required from the borough council for this phase.

8. BMM Energy Solutions are currently under contract with the council and, subject to receiving the necessary OLEV funding, will install the first phase EVCPs, operate the network, provide warranty cover, ensure electricity supply and undertake maintenance for the new metered connections.
9. It is planned to install the EVCPs by April 2022.
10. The table below details where the first phase of EVCPs will be installed:

Phase 1 OLEV/BMM funded locations	Number of chargers	Spaces	Power (kW)
<b>Ashford Car Parks</b>			
Civic Centre	6	12	7
Elwick Place	3	6	22
Station Road	3	6	22
Vicarage Lane	3	6	22
Victoria Road	2	4	22
Conningbrook/Julie Rose	2	4	22
Edinburgh Road	6	12	7
<b>Tenterden Car Parks</b>			
Leisure Centre	2	4	22
Station Road	2	4	22
<b>Total</b>	<b>29</b>	<b>58</b>	

### ***Second phase of EVCPs***

11. The second phase of the project is to install EVCPs in locations that do not meet the current OLEV application criteria and therefore require direct council funding. It is proposed to use the council's Climate Change Reserve Fund for this purpose. The cost is estimated at £164,000.
12. The proposal is to install this second phase of EVCPs at the same time as the first phase **subject to receiving confirmation that the council's OLEV application has been approved.**
13. The table below details where the second phase EVCPs will be installed:

Phase 2 Borough Council funded location	Number of chargers	Spaces	Estimated cost
Park Mall (previously NCP)	6	12	£20k
Adleys Yard	1	2	£9k
Stour Centre	3	6	£30k
Bridewell Lane	2	4	£45k
Recreation Ground Road	3	6	£60k
<b>Total</b>	<b>15</b>	<b>30</b>	<b>£164k</b>

14. Once both phases are complete there will be 44 EVCPs serving 88 parking spaces.

15. The chargers will be owned by Ashford Borough Council and can be relocated to alternative locations if necessary.

### ***Technical and tariff information***

16. The EVCPs will be AC fast (7kW to 22Kw) charges with connections sized to allow for up to 3 x 22kW dual socket units or 1 x 50kW and 2 x load balanced 22kW units.
17. Locations closer to the strategic road network and other route-enabling locations will be considered for DC rapid charge points.
18. Access to the charge points will be through an App or RFID card (Radio Frequency Identify Card). There will also be an opportunity to access the charging points through Chip and Pin “contactless” terminals which will be a UK first for EV Charging Networks.
19. The EVCPs will be integrated with the council’s existing car parking permit schemes.
20. Pricing (i.e. the charge that customers pay for connectivity and for the electricity consumed) for both phases 1 & 2 will initially be set at 30p per kWh. As soon as BMM have recovered their contribution to the phase 1 costs the charging tariff will be reviewed. At this point, the council will be able to modify future charges paid by the customer.
21. Note that BMM will cover a standing charge, climate levy, metering charge and pay VAT at 20%. There is a misconception that commercial operators can make use of overnight rates as low as 5p per kWh, but this is not the case. Such rates are only for domestic users and normally for a limited amount for time (normally 4 – 5 hours). The majority of operators either charge more than 30p per kWh or add an additional connection fee for each session of around £1 to £1.50. User accounts are free and there are no monthly or annual subscriptions.
22. Multiple tariffs can be set for employee or other registered groups and discounts can be applied to overnight charging.

### ***Financial implications***

23. As previously stated, funding for the first phase will be provided by OLEV and BMM and is therefore cost neutral for the council. Once BMM have recovered their investment i.e. the £58,000 supplement to the OLEV bid, any surplus receipts from EVC payments will be shared with the council. The exact details of the percentage share have yet to be agreed but will be addressed as part of the contract monitoring process when BMM get near to recouping their investment.
24. An allocation of £164,000 is required for the second phase of EVCPs. This will fund those EVCPs for which OLEV funding is not available so must therefore be funded directly by the council.

25. This figure is an estimate and there is a risk that costs may increase, for example due to connectivity and electric supply issues. Detail investigation and surveys work by BMM in all anticipated locations has reduce this risk. By combining the delivery phases, namely undertaking the installations as the same time as the OLEV funded work, costs have been reduced.

### ***Procurement arrangements***

26. BMM have been engaged for the Phase 1 EVCPs through an ESPO framework. The proposed procurement for phase 2 will be a direct award to ensure a continuity of chargers across the borough. This will help to ensure a consistent approach to maintenance and servicing and ensure any faults/damage are quickly resolved.

## **Implications and Risk Assessment**

27. The risk assessment for this project is under regular review, however, a summary of the current position is provided as follows:

### **Risk 1 – Disruption for existing customers during the installation of Electric Vehicle Charging Points**

28. While the physical installation of EVCPs is unlikely to cause problems for our customers, there will no doubt be teething problems as people get used to the new payment arrangements. Our parking staff will give support to customers when the EVCPs are first available for use and suitable guidance will be provided via the council's website.

### **Risk 2 – Financial risks**

29. There is a financial risk that the project exceeds the quoted cost. This risk has been mitigated by undertaking site surveys and obtaining detailed estimates. If the figures are exceeded it would be possible to reduce the number of chargers to ensure delivery within budget. Alternatively, additional funds will be sought.

### **Risk 3 – Technology risk**

**There is a risk that the technology is not reliable or becomes outdated quickly.**

30. By using an established UK provider of public sector EVCPs we minimise this risk. BMM have provided a full service from survey to electrical design and from install to aftercare agreements. BMM are a NICEIC and OLEV approved installer and have ISO 9001 and 14001 certification. BMM have their own workforce and have relationships with industry leading manufacturers ensuring they provide customers with a solution unique to their requirements. They are able to provide standard/fast/rapid vehicle charge points for electric vehicles, installation, back office, and maintenance services. The equipment will be the latest technology.

## **Risk 4 – Reputational risk**

31. There is a reputational risk if the chargers do not work or customers struggle to pay and obtain the electricity. This could affect those without bank accounts and those who struggle to keep up with evolving technology. However, a clear marketing campaign will run alongside this project and will provide details of where customers can charge their vehicles and how to access the electricity.

## **Risk 5 – Low take up**

32. There is a risk that the EVCPs will be underutilised. As the council owns the EVCPs we are able to relocate them if necessary.

## **Equalities Impact Assessment**

33. Members are referred to the attached assessment. The key issue will be to ensure that all EVCPs are accessible. The exact positioning and type of chargers to be installed has yet to be finalised but accessibility will be fully considered during the design and installation phases.

## **Consultation Planned or Undertaken**

34. A meeting of the Office of the Executive Leader on the 12 January 2022 received an update on EVCPs. This outlined the programme as reported here. A presentation was also given to the Climate Advisory Committee on the 17 January 2022. The positive feedback from both groups has helped inform this report.
35. Installation of EVCPs will require amendments to various Traffic Management and Parking Orders. This process involves a statutory consultation period during which representations can be formally lodged.

## **Other Options Considered**

### **Option 1 – Do nothing**

36. The council could choose to let the market dictate where EVCPs are installed and not install them in its own car parks. This would undermine local and national policy objectives to support electric vehicle charging and make it very difficult to meet targets for reducing greenhouse gas emissions and improving local air quality. Private electric vehicle charging infrastructure would continue to serve people in locations such as supermarkets, although the 30% of households that lack off road parking (and charging) would be particularly disadvantaged and the council would probably face reputational damage from not actively promoting EVCPs.

### **Option 2 – Only provide EVCs paid for by OLEV**

37. An alternative would be to restrict EVCP provision to only those sites covered by OLEV or those supported by other third party funds. This would clearly



reduce pressure on the council's general fund but would slow provision and reduce our ability to meet our carbon neutrality aspirations.

## Reasons for Supporting Option Recommended

38. The preferred option is to accelerate EVCP provision using council funds for the second phase. It demonstrates a firm commitment by the council to reducing greenhouse gas emissions and air pollution on our roads. Expanding our EVCP provision will enable the council to meet the needs of EV users and support innovation in EVCP technologies, thereby contributing to economic growth. We will be better able to meet the demands associated with the growth in electric vehicle ownership. We will ensure that our experience and best practice is shared with other local authorities and the wider industry.

## Next Steps in Process

39. Following agreement, work would commence to deliver the EVCP expansion.
40. BMM will provide, install and maintain the 21 chargers as part of phase 2 in conjunction with the OLEV funded contract. Both phases will be delivered at the same time.
41. The phase 1 delivery programme is based on key milestones as summarised as below. Note this is subject to finally receiving OLEV funding approval, which is expected imminently.

Proposed Milestone	Milestone Date	Owner
Project start – OLEV application	01/07/2021	Ashford BC
Framework / Procurement start	01/09/2021	Ashford BC
Framework/procurement completed for phase 1	01/10/2021	Ashford BC
Installation start	01/02/2022	Ashford BC / BMM
Installation complete	31/03/2022	Ashford BC/ BMM
Project completion evidence submitted to the OLEV	30/04/2022	Ashford BC

42. For phase 2, the milestone dates are as follow:

Proposed Milestone	Milestone Date	Owner
Framework / Procurement start	01/02/2022	Ashford BC
Framework/procurement completed for phase 2	01/03/2022	Ashford BC
Installation start	01/02/2022	Ashford BC / BMM
Installation complete	31/03/2022	Ashford BC/ BMM
Project completion evidence submitted to the Climate Advisory Committee	06/05/2022	Ashford BC

43. Performance management measures, such as contract KPI's, will be developed to cover installation, maintenance and operational service standards for EVCPs.

44. There will be a proactive marketing campaign in the lead up to implementation, involving signage in car parks, information on our webpages and social media messages. There will be engagement with Zap Map and other online content providers to allow residents and visitors to locate our EVCPs with ease.

## **Conclusion**

45. The council is committed to reducing carbon emissions and improving local air quality. The installation of electric vehicle charging points plays a part in delivering on this commitment. Our residents and those who work in or visit the borough will support the expanded provision. By directly funding additional charging points, the council is able to support the global move towards electric vehicles and achieve its own carbon emission and air quality objectives. The recommendations are contained on the summary page.

## **Portfolio Holder's Views**

46. Both Government and motoring organisations believe one of the biggest obstacles of owning and running an electric vehicle is the lack of infrastructure in charging facilities. Ashford Borough Council has an ambitious carbon neutral target and needs to support its residents and visitors that would like to own and run an electric vehicle. As more people will be buying electric cars in the future this project will help to facilitate this change.
47. One of the key elements of this project is a learning experience – identifying the best charging solutions for different situations and locations and using our assets in better, smarter ways.

*Cllr Feacey, Portfolio Holder for Community Safety and Wellbeing*

## **Contact and Email**

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## Appendix A

<b>Lead officer:</b>	Mandy Cracknell
<b>Decision maker:</b>	Cabinet
<b>Decision:</b> <ul style="list-style-type: none"> <li>• Policy, project, service, contract</li> <li>• Review, change, new, stop</li> </ul>	To provide electric vehicle charging points (EVCPs) in named council car parks
<b>Date of decision:</b> The date when the final decision is made. The EIA must be complete before this point and inform the final decision.	27 January 2022
<b>Summary of the proposed decision:</b> <ul style="list-style-type: none"> <li>• Aims and objectives</li> <li>• Key actions</li> <li>• Expected outcomes</li> <li>• Who will be affected and how?</li> <li>• How many people will be affected?</li> </ul>	<p>The proposed decision will see 44 EVCPs installed in our car parks. This will provide our customers and residents with an additional resource to charge their electric vehicles.</p> <p>The expected outcomes and benefits of installing additional EVCPs within the borough:</p> <ul style="list-style-type: none"> <li>• An increase in satisfaction with parking for our residents, business and visitors and for customers to have increased locations to charge their electric vehicles.</li> <li>• A fit for purpose maintenance contract to ensure faulty/damaged EVCPs are repaired in a timely manner.</li> <li>• A payment system that remains secure and compliant with industry standards.</li> <li>• An on-line account facility that has the potential to drive customer sign-up to the council's wider on-line portal i.e. links to other services across the council.</li> </ul> <p>EVCPs can also play a role in enabling a variety of opportunities for businesses.</p>
<b>Information and research:</b> <ul style="list-style-type: none"> <li>• Outline the information and research that has informed the decision.</li> <li>• Include sources and key findings.</li> </ul>	DfT statistics on mode of travel are available at <a href="https://www.gov.uk/government/statistical-data-sets/nts03-modal-comparisons">https://www.gov.uk/government/statistical-data-sets/nts03-modal-comparisons</a>

<p><b>Consultation:</b></p> <ul style="list-style-type: none"><li>• What specific consultation has occurred on this decision?</li><li>• What were the results of the consultation?</li><li>• Did the consultation analysis reveal any difference in views across the protected characteristics?</li><li>• What conclusions can be drawn from the analysis on how the decision will affect people with different protected characteristics?</li></ul>	Installation of EVCPs will require amendment to various Traffic Management and Parking Orders. This involves a statutory consultation period in which representations can be lodged.	
<p><b>Assess the relevance of the decision to people with different protected characteristics and assess the impact of the decision on people with different protected characteristics.</b></p> <p>When assessing relevance and impact, make it clear who the assessment applies to within the protected characteristic category. For example, a decision may have high relevance for young people but low relevance for older people; it may have a positive impact on women but a neutral impact on men.</p>		
Protected characteristic	Relevance to Decision High/Medium/Low/None	Impact of Decision Positive (Major/Minor) Negative (Major/Minor) Neutral
<u>AGE</u>		
Elderly	Medium	Positive (minor)
Middle age	Low	Positive (minor)
Young adult	Low	Positive (minor)
Children	Low	Positive (minor)
<u>DISABILITY</u>		
Physical	Medium	Positive (minor)
Mental	Low	Positive (minor)
Sensory	Low	Positive (minor)
<u>GENDER RE-ASSIGNMENT</u>	None	Neutral

<u>MARRIAGE/CIVIL PARTNERSHIP</u>	None	Neutral
<u>PREGNANCY/MATERNITY</u>	None	Neutral
<u>RACE</u>	None	Neutral
<u>RELIGION OR BELIEF</u>	None	Neutral
<u>SEX</u>		
Men	None	Neutral
Women	None	Neutral
<u>SEXUAL ORIENTATION</u>	None	Neutral
<u>ARMED FORCES COMMUNITY</u>		
Regular/Reserve personnel	None	Neutral
Former service personnel	None	Neutral
Service families	None	Neutral

<b>Mitigating negative impact:</b> Where any negative impact has been identified, outline the measures taken to mitigate against it.	Providing EVCPs will be beneficial to all customers that drive electric vehicles. The siting of the charge points will take access needs into consideration.
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<b>Is the decision relevant to the aims of the equality duty?</b> Guidance on the aims can be found in the EHRC's <i>Essential Guide</i> , alongside fuller <i>PSED Technical Guidance</i> .	
<b>Aim</b>	<b>Yes / No / N/A</b>
1) Eliminate discrimination, harassment and victimisation	N/A
2) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it	Yes
3) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it	N/A

<p><b>Conclusion:</b></p> <ul style="list-style-type: none"> <li>• Consider how due regard has been had to the equality duty, from start to finish.</li> <li>• There should be no unlawful discrimination arising from the decision (see guidance above ).</li> <li>• Advise on whether the proposal meets the aims of the equality duty or whether adjustments have been made or need to be made or whether any residual impacts are justified.</li> <li>• How will monitoring of the policy, procedure or decision and its implementation be undertaken and reported?</li> </ul>	<p>Research has indicated that the design and location of EVCPs needs to ensure that they are as accessible as possible. Older people and those living with physical impairment can find using EVCPs challenging. The design phase of this project takes this into account in order to maximise accessibility.</p> <p>Ongoing monitoring for the project will be carried out via the Project Manager.</p> <p>There is no unlawful discrimination arising from the decision. The EVCPs are available to all our customers.</p> <p>The success of the programme of installing EVCPs will be reviewed and will take into account equality aspects.</p>
<p><b>EIA completion date:</b></p>	<p>10 January 2022</p>