

**INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE
25 JUNE 2019**

PART I - DELEGATED

**7. INSTALLATION OF ELECTRIC VEHICLE CHARGING POINTS TO ENHANCE
RETAIL CENTRES IN THREE RIVERS DISTRICT**

Appendix C to this report is NOT FOR PUBLICATION because it deals with information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3 of Schedule 12A)

1. Summary

- 1.1 This report recommends that the Council introduces publicly accessible ‘rapid’ electric vehicle charging points in car parks around the District. These would be delivered under the Retail Parades Enhancement programme to improve the attractiveness of local retail centres for business users and visitors, as well as providing an opportunity for local residents (and potentially taxi firms) who have no private opportunity to charge their cars. Vehicle charging would be provided at a cost to the user and would be located at the main retail centres in the District. This proposal does not interfere or overlap with other proposals to introduce electric car charging points for purposes other than retail parade enhancement.

2 Details

- 2.1 The Council promotes a programme of regeneration for local retail parades to make them more attractive to visitors, more accessible to all people and to encourage more sustainable travel, to support the economic and social objectives of the Three Rivers Strategic Plan.
- 2.2 This programme was historically directed at improving the facilities (better access, parking, cycle parking, seats and shelters) and other street furniture (notice boards, directional and promotional signage, planters) at locations due to be improved by the Highway Authority, which typically does not introduce these kinds of improvements, focussing instead on surfaces, lighting and drainage. More recently, the programme has targeted improvement of categories of street furniture across all the retail centres in addition to improving the complete appearance of specific retail parades. These area-wide improvements include the introduction of new wayfinding signage that directs people to (and raises awareness of) retail centres; district-wide noticeboard renewal and strengthening local identity using ‘welcome gateway’ signs.
- 2.3 The Sustainable Development Planning and Transport Committee on 15 November 2015 agreed in principle the installation of charging points and that officers would investigate and report back on the potential provision of points and the potential availability of external funding, including any financial implications to the Council.
- 2.4 Electric vehicle charging is promoted by the Government Office for Low Emission vehicles and attracts Government funding as it is currently proposed as a solution to various problems facing the transport industry. However, since the 2015 committee decision, no relevant funding opportunities have been presented by the Government. There have been non-relevant opportunities open to ‘cities’, for on-street charging (see section 2.4 below) and for a range of other types of support, but none applicable to land owned by a District Council.

- 2.5 'Rapid' chargers provide a direct charge (compared to the 'fast' chargers that use 7kw and the standard domestic version at 3kw). This allows them to charge current models of electric car fully in 20-30mins (compared with 4 hours for fast and 8 hours for standard chargers).

Current local situation

- 2.6 These 'rapid' points are now being installed on a commercial basis and the Local Authorities across Hertfordshire have been approached by commercial firms seeking either funding or land on which to site their infrastructure. Hertfordshire County Council has responded to these approaches, following the transfer of County-owned charging infrastructure to one of these firms, by taking a unilateral decision (the HCC ULEV Strategy, 5 September 2017) that it would not provide or manage any electric charging infrastructure but would expect this to be provided and managed by the Districts.
- 2.7 That decision did not involve any consultation with the District Councils but the strong concerns raised in response, after the decision was announced to the Officers (on the 9 November 2017), led the County Council to facilitate a working group run by the County Council and involving the Districts in their capacity as Local Parking Authorities, to develop the proposal by the County Council that charging should be promoted by the District Councils on public roads.
- 2.8 This working group run by the County Council has produced a proposal that there should be one single charging network or provider for the whole County, for which it is setting up a framework. The intention of this would be to ensure that users do not need to sign up to multiple providers. Many providers require users to sign up to membership of that provider before using their charging point.
- 2.9 This introduces an unnecessary obstacle to charging; it is not necessary where users pay per charge, which can be achieved with standard card payment mechanisms. By analogy with the use of petrol filling stations by the public at present, this would mean that you could not fill your car until you had signed up to membership, submitting personal details and verification and in some cases agreed to pay for that membership.
- 2.10 The Council does not currently operate any concessions like this on-street and the proposal set out in this report relates solely to concessions on District Council land. It is not considered that the Council or the public would benefit from limiting any charging provision to that indicated by the County Council. While there could be a benefit to reducing the number of charging networks promoted it is not clear why one network across the disparate County of Hertfordshire would be beneficial since many road-based trips are not internal to Hertfordshire and cross County boundaries.
- 2.11 It is considered much more effective to promote public access to any charging network by ensuring that access is as open as possible; for example by introducing card payment options at each charging point so that drivers are not required to be members before using the point; or alternatively providing an option so that any driver can join the relevant network quickly and simply, on arrival at a point.

Proposed introduction of points at Retail Centres

- 2.12 This proposal would eventually provide a charging site in every one of the larger settlements in the District, but is specifically aimed at two sites in the Northway Lower car park in Rickmansworth and in the Causeway House car park in Abbots Langley,

which have been assessed for viability as a trial.

- 2.13 Each site would include at least one rapid charger (and if additional financial support becomes available, two) and one or two fast chargers for the use of drivers who have more time or require only a partial battery charge. The fees applied to both types of charger have been modelled based on current market rates. Rapid chargers would be controlled so that users would be charged excess fees on overstaying, to reduce the likelihood that vehicles would block them while not being charged.
- 2.14 As set out in the 2015 Committee report, the points would be provided to the public but specifically aimed at shoppers, business employees and residents, in addition to those aimed at only taxi firms. Each of these groups would benefit from having a public and specifically 'rapid' charger nearby. These groups would be expected to benefit not only from the reduced costs of running a vehicle but in various other ways, including:
- **Business users** - either commuters or people who drive for business, who can charge while they wait or shop;
 - **Shoppers** - including those coming from further afield - who are able to come to shop, say in Abbots Langley, Rickmansworth or the new South Oxhey centre because they know they can charge their car (in the same way that drivers might choose one supermarket over another in order to use its petrol station);

This would also give an early competitive edge to local retail centres (which already have to compete with large supermarkets that offer a wide range of goods) which will likely soon start to install charging points themselves, giving drivers another reason to avoid local shops;
 - **Residents** - this is a key area that we can win on, as residents have already asked whether TRDC would install chargers so that they can buy an electric car (typically, where they live in HA property such as in South Oxhey; or in houses and apartments with no private parking such as the flats and terraced houses in central Rickmansworth) as they are unable otherwise to own an electric car. This means that these residents are specifically disadvantaged, especially as electric cars are so much less expensive to run. Ironically, without public chargers, this cheaper form of car ownership can be less accessible to less affluent groups.
- 2.15 Indicative costs and speculative revenue estimates are shown in the attached Appendix A (Business Case) supported by detailed figures. Estimates obtained for local car parks, based on provision of one rapid charger and one fast charger (providing three charging opportunities, since rapid charges have two heads).
- 2.16 Other information is provided in the 2015 Committee report, which is appended to this report as a background paper.
- 2.17 It is envisaged that once points were installed, the operation and maintenance would be undertaken by an external firm to be procured for a 5-10 year period. This operator would manage the marketing, customer interface and operational management of the points. The arrangement would be set out as a concession, with the concessionaire splitting revenue with the Council.
- 2.18 The indicative costs set out in Appendix C (Part II confidential) show how a specimen operator, which has provided a full quotation, would suggest the split was determined, under one model (whereby the Council fully funds the capital installation and receives a higher proportion of revenue income). The figures for potential income are based

on estimates and would vary immensely depending on the volume of charges per day. The provision of points would be subject to a procurement exercise whereby this data could change. Appendix C (must be taken as Part 2 confidential) as while essential to demonstrate the revenue implications, it contains and is based on figures provided by one operator which would be very likely to influence other firms taking part in a future procurement process, so to jeopardise the outcome of any procurement exercise.

3 Options and Reasons for Recommendations

3.1 The options are to:

3.1.1 **Option A:** Progress the recommended option to introduce charge points at two trial locations. The reasons for this are set out in section 2 above, specifically section 2.13. This would have the specific effects set out below:

- *Enhance retail centre appeal, providing opportunity for shoppers to charge vehicles while visiting local retail centres*
- *Incentivise passing ULEV drivers to shop and visit local centres while making use of the rapid recharging points*
- *Increase vehicle mileage in the District by ULEVs and reduce carbon-fuelled mileage*
- *Improve local health by reducing particulate emissions (replace carbonised trips)*
- *Introduce new revenue stream to support transport and parking improvements*
- *Increase climate change and carbon-fuel shortage resilience by enabling ultra-low carbon travel (replace carbonised trips)*
- *Give nearby residents without access to charging points the opportunity to run electric vehicles*
- *Enable local workers to travel to work using electric vehicles and facilitate local firm's switch to electric fleet by providing additional charging support*
- *Provide additional assurance to the general public of availability of charging points across a wider area, in order to contribute to the international movement towards decarbonised fuel.*

3.1.2 **Option B:** Do nothing; there is no requirement that the Council provides any charging point and selection of this option would demonstrate that the Council does not wish to pursue further involvement; but this should be clearly stated.

4 Policy/Budget Reference and Implications

4.1 The relevant corporate policies are as set out in the Council's Strategic Plan (2018-21).

- *Support local businesses and champion the local economy (by specifically improving the attractiveness of retail and local centres)*
- *Maintain a high quality neighbourhoods and reduce the eco-footprint of the District (by introducing infrastructure without which carbon fuel-dependence will continue)*
- *Prosperity for all and access to opportunities (by ensuring that more local people have access to local public charging)*
- *Provide a safe and healthy environment (by enhancing retail parades, decreasing localised carbon and particulate emissions).*

5 Financial Implications

- 5.1 These are set out in Appendix A (Business Case). A Project Initiation Document is not required as the installation of the charging points will be funded from the existing Retail Parades Revitalisation capital budget. The current estimate is £94,000 for two locations (The total budget is £153,000).
- 5.2 It should be noted that the ongoing revenue cost to the Council would be covered by the fee charged to the customer. If the points were used, the revenue cost covered by the fees (which is essentially the electric fuel cost) could be (based on a theoretical level of use) to be around £6,000 and would potentially leave a surplus of approximately £10,000.
- 5.3 If the points were not used at all, the ongoing revenue cost would be expected to be less than £200.00 annually. While there is evidence of demand, this proposal is developed in response to the recognition of potential further demand.
- 5.4 As this proposal is a trial for a new, untested service, the net revenue costs cannot be quantified at this stage as no data is available on the likely number of 'charging events' (how often the chargers are used); more information is provided in Appendix C. If the proposal is approved, it will be closely monitored and any revenue implications being reported through the in-year budget monitoring process.

6 Legal Implications

- 6.1 The installation of points would be subject to procurement and contractual agreements, which it is recommended are delegated to Officers in consultation with the Council's Legal and Procurement specialists. The bays in which points are located would require a minor traffic order amendment to ensure that they are not misused.

7 Equal Opportunities Implications

- 7.1 Relevance Test

Has a relevance test been completed for Equality Impact?	Yes (Appendix B)
Did the relevance test conclude a full impact assessment was required?	No

8 Staffing, Environmental, Community Safety, Customer Services Centre, Public Health Implications, Communications and Website Implications

- 8.1 None identified.
9. Risk and Health & Safety Implications
- 9.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

9.2 The subject of this report is covered by the Regulatory service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this/these plan(s).

Nature of Risk	Consequence	Suggested Control Measures	Response <i>(tolerate, treat, terminate, transfer)</i>	Risk Rating <i>(combination of likelihood and impact)</i>
None identified				

9.3 The above risks are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

Very Likely ----- Likelihood ----- ↓ Remote	Low 4	High 8	Very High 12	Very High 16
	Low 3	Medium 6	High 9	Very High 12
	Low 2	Low 4	Medium 6	High 8
	Low 1	Low 2	Low 3	Low 4
Impact ----- Low -----> High				

Impact Score

- 4 (Catastrophic)
- 3 (Critical)
- 2 (Significant)
- 1 (Marginal)

Likelihood Score

- 4 (Very Likely (≥80%))
- 3 (Likely (21-79%))
- 2 (Unlikely (6-20%))
- 1 (Remote (≤5%))

9.4 In the officers' opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of the management of operational risks is reviewed by the Audit Committee annually.

10 Recommendation

That the Committee agrees that:

10.1 The installation of charging points as part of the Retail Parade enhancements programme is agreed at two trial locations, in Rickmansworth and Abbots Langley, all details being delegated to the Director (CES) in consultation with the relevant Lead Members for Economic Development, Transport and Parking.

10.2 The introduction of further points to locate one in each District settlement is agreed in principle, with all details for specific installations being delegated to the Director (CES) in consultation with the relevant Lead Member for Economic Development.

That public access to the report be immediate **(with the exception of Appendix C which contains commercially sensitive data provided by an external firm).**

Report prepared by: P. Simons, Senior Transport Planner (Transport & Parking Projects)

Data Quality

Data sources: Market information

Data checked by: P. Simons

Data rating:

1	Poor	
2	Sufficient	y
3	High	

Background Papers: *Sustainable Development, Planning and Transport Committee 10 November 2015 Proposed support for the installation of electric vehicle charging points*

APPENDICES / ATTACHMENTS

Appendix A - Business case

Appendix B – Form A relevance test

Appendix C (Part II – confidential) – Detailed Revenue implications

Appendix A: Business Case

Project Title: Scoping proposal for electric vehicle rapid charge points

Department: Regulatory Services

Sponsor: KR

Project Manager: P. Simons

Project Scope: Summary of what the project will cover/include

This proposal is to introduce at least one rapid charger in each of our main settlements, sited in Council car parks where feasible:

- Rickmansworth
- South Oxhey (potential)
- Abbots Langley
- Chorleywood (potential)

High Level Objectives/Outcomes:

List of the main objectives or outcomes the project seeks to deliver.

1. **Enhance retail centre appeal, providing opportunity for shoppers to charge vehicles while visiting local retail centres**
2. **Incentivise passing ULEV drivers to visit and shop at local centres while making use of the rapid recharging points**
3. **Increase vehicle mileage in the District by ULEVs and reduce carbon-fuelled mileage**
4. **Improve local health by reducing particulate emissions (replace carbonised trips)**
5. **Introduce new revenue stream to support transport and parking improvements**
6. **Increase climate change and carbon-fuel shortage resilience by enabling ultra-low carbon travel (replace carbonised trips)**
7. **Give nearby residents without access to charging points the opportunity to run electric vehicles**
8. **Enable local workers to travel to work using electric vehicles and facilitate local firm's switch to electric fleet by providing additional charging support**
9. **Provide additional assurance to the general public of availability of charging points across a wider area, in order to contribute to the international movement towards decarbonised fuel.**

Links between this project and the Authority's Strategic plans:

The relevant corporate policies are as set out in the Council's Strategic Plan (2018-21).

- to support local businesses and champion the local economy (by specifically improving the attractiveness of retail and local centres)
- to maintain a high quality neighbourhoods and reduce the eco-footprint of the District (by introducing infrastructure without which carbon fuel-dependence will continue)
- prosperity for all and access to opportunities (by ensuring that more local people have access to local public charging)
- to provide a safe and healthy environment (by enhancing retail parades)

Financial Benefits: Estimate of the revenue which the project intends to deliver and approximately when they will be realised

	2019/20	2020/21	2021/22

£ Potential variable revenue based on usage (speculative, as no data to indicate likely usage)

£6,789 to £22,630 annually (based on modelled speculative usage of 3 uses to 10 uses per calendar day).

Non-Financial Benefits:

The enhancement of retail centres directly delivers every aspect of the corporate vision that *the District should be a better place for everyone, their neighbourhoods, health, employment and access to services*. Relevant corporate policies are to provide a safe, healthy and high quality environment and reduce the eco-footprint of the District as set out in the Council's Strategic Plan (2018-21).

This project will:

1. Contribute to **providing a healthy environment** by improving air quality through reduced particulate emissions;
2. Contribute to **carbon reduction** in the District, by enabling use of short-range electric vehicles travelling to Rickmansworth,
3. Contribute to **creating high quality neighbourhoods** by reducing traffic pollution including noise (by promoting electric engines) and the visual effects of air pollution.
4. **Reduce the eco-footprint** of the District by replacing carbon miles with ultra-low miles.
5. **Improve access to businesses and the local economy** by attracting potential customers and staff who would otherwise be deterred from travelling due to lack of charging opportunity for their vehicles.

Estimated Costs: Broad estimate of overall costs to complete project

- £50,000 per location for design and installation (one rapid, one fast charger per location)
- Annual variable costs for electricity, maintenance, publicity, management (borne by operator and built into the cost estimates provided)
- See attached *Indicative Cost/Revenue Budget*

Key Resources: Brief summary of resources needed for the project including fulltime project team

- Project lead/sponsor
- Contracted installation and service provider to install, manage and maintain the points.

Business Options: Brief summary of the options the organisation could also take instead of the recommended option. This should include the 'Do nothing' option; that is, you should question if the project is required at all?

- Do nothing: There is no legal requirement for this project. It is intended to meet policy objectives and create a new revenue source.
- Proceed partially: Test specific locations to determine likely success of all proposed installations. The proposal is for a charging location consisting of several points in every town in support of the strategic objective to create 'Mobi-hubs' set out in the Local Plan. Four initial locations have been selected and two locations have been assessed as currently viable (at this time) with cost estimates for both.

Timescales: High-level estimate of the time the project is expected to take from start to finish and any key milestones.

1. Approvals
2. Legal consents
3. Installation
4. Launch
5. Monitoring to closeout

Risks: List of the key risks which could impact the delivery of the project e.g. its level of complexity

1. Failure to identify suitable locations (mitigated by early investigation and assessment, but risk from future development affecting sites, such as the South Oxhey site already withdrawn due to the loss of a car park).
2. Lack of funding availability
3. Failure to gain consents (minimal following early investigation including identification of measures needed to secure third-party buy-in to the principles).

**Appendix B:
Form A – Relevance Test - RPR**

Function/Service Being Assessed: Provision of Retail Parade Enhancements (EV Charging)

1. Populations served/affected:

- Universal (service covering all residents)?
 Targeted (service aimed at a section of the community –please indicate which)?

2. Is it relevant to the general duty? (see Q and A for definition of ‘general duty’)

Which of these three aspects does the function relate to (if any)?:

- 1 – Eliminating Discrimination, harassment and victimisation
 2 – Advancing equality of opportunity
 3 – Fostering good relations

Is there any evidence or reason to believe that some groups could be differently affected?

- Yes
 No

Which equality categories are affected?

- Race
 Age
 Sexual Orientation
 Disability
 Gender
 Religion

3. What is the degree of relevance?

In your view, is the information you have on each category adequate to make a decision about relevance?

- Yes (specify which categories) Age and Disability. One of the objectives of each regeneration scheme is to improve access for all and particularly for those who have physical disabilities or additional needs. Schemes would include clear signage and instructions, accessible controls, in some cases improved lighting, tactile and non-slip paving, kerbs and ramps.
 No (specify which categories)

Are there any triggers for this review (for example is there any public concern that functions/services are being operated in a discriminatory manner?) If yes please indicate which:

- Yes
 No

4. Conclusion

On the basis of the relevance test would you say that there is evidence that a medium or high detrimental impact is likely? (See below for definition)

Yes

No

Note: if a medium or high detrimental impact has been identified then a full impact assessment must be undertaken using Form B.

Definition of Low, Medium or High detrimental impact.

For any one (or more) equality group the following evidence is found:

	<p>Evidence may come from one or more of the following sources:</p> <ul style="list-style-type: none">• Local service data• Data from a similar authority (including their EIA)• Customer feedback• Stakeholder feedback• National or regional research
High Relevance	<p>There evidence shows a clear disparity between different sections of the community in one or more of:</p> <ul style="list-style-type: none">• levels of service access;• quality of service received; or• outcomes of service.
Medium Relevance	<p>The evidence is unclear (or there is no evidence) if there is any disparity in terms of:</p> <ul style="list-style-type: none">• levels of service access;• quality of service received; or• outcomes of service.
Low Relevance	<p>The evidence shows clearly there is no disparity in terms of:</p> <ul style="list-style-type: none">• levels of service access;• quality of service received; or• outcomes of service..