

Forward Plan reference number: FP/292/11/23

Report title: On-Street Residential Charging Point (ORCS) Project – Charging Point Locations	
Report to: Councillor Tom Cunningham - Cabinet Member for Highways, Maintenance and Sustainable Transport	
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Date: 5th March 2024	For: Decision
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County Divisions affected: All Essex	

1. Everyone's Essex

- 1.1 Everyone's Essex, our new organisation strategy, sets out four strategic aims and 20 commitments. Within the strategic aim of strong inclusive and sustainable economy it includes a commitment to deliver green growth supporting technologies and business models to transition the Essex Economy to net zero. Everyone's Essex also makes a commitment to supporting people to switch to more sustainable travel options so that we can achieve our targets for achieving net zero carbon emissions. Consistent with these aims, Essex County Council (ECC) has agreed to install on-street residential electric vehicle charging points (EVCPs) across Essex over a one-year period to support a sustainable transition to electric vehicles (EVs).

2 Recommendations

- 2.1 Agree to the installation of 77 on-street residential electric vehicle charging points at the locations set out in Appendix 2 subject to the final site assessments and section 50 licences being obtained.
- 2.2 Delegate authority to the Director Highways and Transport to approve the replacement of a location where the location is assessed as not being viable following the final site assessment, subject to the new location meeting the criteria set out in Appendix 1.

3 Background and Proposal

- 3.1 In February 2022, ECC agreed to submit a bid to the Office of Zero Emission Vehicles (OZEV) for capital grant funding to cover 60% of the purchase and installation costs of 66 on-street residential EVCPs in 30 locations throughout administrative Essex over a one-year period (FP-471-07-22). The remaining 40% funding would be provided by a Charge Point Operator (CPO) who would be procured as part of the project. The total project costs are predicted to be £394,000. 60% of the total project installation costs of the 66 charging points will be covered by OZEV funding with the remaining 40% by the chosen CPO as part of the project.

- 3.2 The bid was successful with OZEV awarding ECC £236,310 in capital funding. Furthermore, following a tender process using the Crown Commercial Services dynamic purchasing system, ECC appointed Qwello as the CPO to deliver and manage the project under a 8+4-year concession contract. Qwello will be responsible for and bear the costs of the management, maintenance (and replacement if required) and operation of the EVCPs for the duration of the contract. There will be no financial costs for ECC.
- 3.3 Qwello undertook an assessment of the identified possible locations, see Appendix 3. This report sets out the proposed locations (Appendix 2) for each of the EVCPs to be installed as part of this project. The number of locations has increased from 66 to 77 (as detailed in paragraph 3.14 below). Whilst ECC's application to OZEV was for 66 on-street residential EVCPs in 30 locations, the proposed location criteria apply to all 77 sites now proposed.
- 3.4 Before looking at the locations, ECC consulted with Essex Highways to agree a list of criteria ensuring that access along the public highway for other users would be adequately maintained. To determine the locations, a site assessment was conducted for each location using the criteria set out in Appendix 1. The assessment requires each proposed location meet OZEV and ECC regulations and criteria such as ensuring that the location is not by a tree or within the curtilage of a listed building. These criteria have been agreed with Essex Highways.
- 3.5 The locations for the on-street EVCPs are proposed to be installed in the following locations: 2 in Basildon, 4 in Braintree, 2 in Brentwood, 7 in Castle Point, 10 in Chelmsford, 13 in Colchester, 15 in Epping, 4 in Harlow, 8 in Maldon, 4 in Harwich, 6 in Tendring and 2 in Uttlesford.
- 3.6 The funding from OZEV covers 60% of the capital costs associated with the original 66 locations:
- The purchase cost of charge points up to 22 kilowatts;
 - The purchase cost of electrical components related to the chargepoint, including distribution network operator connection costs;
 - The cost of civil engineering works related to the installation;
 - Labour costs of the installation;
 - Hardware costs of the installation; and
 - Where applicable, the capital costs of a parking bay and traffic regulation orders (TROs) (paint and signage).
- 3.7 The remaining costs, including the additional 11 locations proposed, will be funded fully by Qwello, as agreed by the contract. OZEV have confirmed that they do not need to approve the further 11 locations proposed in addition to the 66 locations set out in the application. The OZEV funding will cover the cost of section 50 licences and any permitting.
- 3.8 The funding from OZEV does not cover the following (and these are therefore not included as part of the project):

- The upgrade or maintenance of existing chargepoints;
- The installation of passive charging infrastructure so a charging point can be installed later if required. Where this is proposed (currently at one location in Chelmsford, Site ID20 on Appendix 2), the costs of installing passive infrastructure will be provided by Qwello
- The installation of chargepoints for the primary use of EV car clubs, taxi fleets or other commercial undertakings, given the residential focus of the scheme; and
- The installation of chargepoints connected to an individual's domestic electricity supply.

3.9 To be eligible for the funding from OZEV, the EVCPs must be installed and have ECC and OZEV final approval by 31st December 2024.

3.10 The proposal locations were either suggested directly by residents via email or through our 'Request a Chargepoint' form on the Essex Highways site, or via city, district, and borough partners, because these suggestions indicated some level of demand. They were then assessed for robustness against the requirements of the ORCS funding and Essex Highways' criteria set out in Appendix 1. Investigatory work was carried out to ensure the locations were viable in terms of costs and site requirements. Following the success of the bid, these locations were visited by ECC in September and October. The site visits were supported by the presence of an Essex Highways' engineer and Qwello to assess their suitability.

3.11 CMA (FP-471-07-22) agreed that to ensure the charge points do not become blocked by Internal Combustion Engine (ICE) vehicles, the implementation of parking bays (which would be installed by a third party) and TROs will be considered on a site-by-site basis. There is a potential for ICE vehicles to occupy these spaces, but the bid included funding for the TROs to enforce against this, if required, to make sure spaces remain solely for the use of EVs. Appendix 2 lists the final ORCS locations and stipulates what changes (if any) are being proposed at each location in respect of Traffic Regulation Order (TRO) requirements. If the locations are situated where there are no current TROs are present, it is not proposed to introduce one at this stage, and the ECC Electric Vehicle Strategy & Infrastructure team will monitor the use of the EVCPs in these locations to see if changes are required later. The districts that require TRO changes are Maldon, Epping, and Colchester, and these will be subject to a separate decision. By doing it this way, ECC is not seeking to introduce TROs in locations where there are currently no TROs. ECC will review the use of the EVCPs, especially in areas where there might be competing parking interests, to see if TROs are required or need to be changed at a later date, and the costs of making these subsequent changes will be covered by Qwello. Appropriate engagement will be undertaken with residents and businesses (if appropriate) at each of the locations prior to installation of the EVCPs. Feedback and any subsequent action will be considered on a site-by-site basis.

- 3.12 Appendix 2 breaks the locations down by city, borough, and district for ease, and includes an analysis of each site visit against the criteria in Appendix 1, and identifies whether any of the original locations submitted as part of the OZEV ORCS application needed to be revoked, moved or another added in place of the original location and reasons for this. It also stipulates how the locations were identified, whether they were partner or resident requested or additional locations identified on site visits. No resident requested charging point will be provided on a resident's private land nor will any charging point on the public highway be for the sole use of the resident who might have requested it. However, by placing EVCPs where a resident has made a request for one, ECC can demonstrate there is some level of demand to justify having a charging point in those specific locations. Once EVCPs are provided, other residents will also be supported in transitioning to an EV. Resident requests are just one factor ECC has considered in site selection. If it does not meet the criteria set out in Appendix 1, it will not be selected for installation but ECC aim to look for another suitable location as close to the requested site as possible.
- 3.13 Appendix 2 also provides information about the number of EVCPs that will be installed at each location and whether the sites will be future proofed with the necessary ducting to enable the installation of additional EVCPs if demand warrants them. The charging point design model number has also been included, as well as the TRO information. The charging point models have been selected as a collaborative agreement between Qwello, Essex Highways and ECC's Electric Vehicle Strategy & Infrastructure team. What model is to be installed at each location is identified in Appendix 3. In all but three of the locations, model CP05 has been chosen with the remaining three locations having model CP07. CP05 has an access friendly retractable plug and cable, which means there are no trailing cables. It also has a light for visibility and safety and is taller so has additional visibility. However, it also has a bigger footprint, and this is why three locations were chosen for CP07 because CP05 would have meant the footway widths in these locations would not have met the criteria in Appendix 1. CP07 requires the EV user to use their own charging lead and will rely on them to safely place the cable on the road, next to or underneath their vehicle whilst it is charging, to reduce the risk of pedestrians tripping over the lead. Qwello will make users aware of their responsibility to ensure the safety of other highway users through their website or App. Both CP05 and CP07 can be accessed using a contactless debit/credit card, have a large bright screen with tariff information, intuitive graphic instructions/status. CP05 and CP07 can be reserved using the Qwello App with the addition of a bay sensor that warns if the parking bay becomes blocked.
- 3.14 Up to eleven additional EVCPs are proposed, in addition to the 66 EVCPs in 30 locations that were submitted as part of the ORCS bid. These have been included because ECC's draft Electric Vehicle and Charging Strategy states Essex will require some 6,500 public EVCPs by 2030 if it is to meet the expected demands for charging. Being partnered with Qwello presented the opportunity to install a higher number of EVCPs to help meet these demands but at no additional cost to ECC. These points will meet the location criteria in Appendix 1, and will be covered by the same contractual agreements, including a revenue share that will be passed to ECC.

- 3.15 This CMA seeks approval to use the OZEV funding to secure the installation of 66 EVCPs with an additional 11 being installed and paid for by Qwello, subject to the relevant section 50 licences being obtained by the CPO and any TRO changes being made, as set out in Appendix 2.
- 3.16 There is also a risk that, as we progress towards installation, some sites might not be deemed suitable, for example, the final costs of grid connection might be more than the £7500 the ORCS funding will cover and make it an unviable location for the CPO. Because of the need for final site assessments and a judgement to be made when those results are available, authority is requested to delegate authority to the Director Highways and Transport to change a location that is assessed as unviable to a new location that meets the criteria set out in Appendix 1 and this will need to be obtained prior to the installation of the charging points and associated apparatus, including cable ducting and feeder pillar.
- 3.17 CMA (FP-471-07-22) stated that additional sites and EVCPs could be considered and agreed as part of the partnership and contractual agreement. Three additional sites have been identified following site visits, the details of which are provided below. These additional sites were identified and have been included as they are deemed as good locations for EVCPs in respect of their ability to meet the criteria in Appendix 1. As part of the funding requirements, ECC is obliged to report to OZEV on the project's progress in respect of all EVCPs installed, including any changes.
- 3.18 A key objective of public funding is to leverage as much private investment to EV charging as possible. These additional 11 locations will be paid for by Qwello, as per the contractual agreement, and will also be covered by the same terms and conditions as the original locations referred to in the CMA (FP-471-07-22). These additional locations will have no financial impacts for ECC, including their installation, management, maintenance (and replacement if required) and operation for the duration of the contract. They will also be covered by the exit strategy contained within the contract.
- 3.19 The 77 locations will be used by ECC's Electric Vehicle Strategy & Infrastructure team, in partnership with Qwello, to apply for the necessary consents to allow Qwello to install EVCP's on the public highway. This includes a section 50 (S50) street works licence (New Roads and Street Works Act 1991) to allow Qwello to install and maintain apparatus within a public highway. It is anticipated that a S50 licence will be forthcoming for all locations that comply with the criteria at Appendix 1, as the approach has been agreed with the Essex Highways' Network Assurance team. The OZEV funding will be used to pay for the licence, and they will be resourced by the ECC Sustainable Transport team in partnership with Qwello.
- 3.20 Two different charging point designs have been selected for each of the proposed locations: CP05 and CP07. Appendix 2 contains details and a visual of each design to be installed at each of the locations. With regards to the choice of charge point type at each location, wherever possible it was preferred we use

the CP05 with a retractable cable, socket, and status light due to its suitability meeting the [PAS1899 accessibility standard](#). Where it was considered that space was limited and/or the taller lit CP05 might be an issue in respect of visual impact or larger footprint requirements, it is proposed to use the shorter socket only CP07. This was only at 3 locations.

- 3.21 The CPO will purchase and install, own, operate, replace (if required), manage, and maintain the charge point assets at no cost to ECC including part funding the purchase of such assets for the duration of the contract/extended contract. In respect of the underground apparatus and the electrical feeder pillars, it was agreed that ECC will own them, but the CPO will, or will subcontract, their installation, operation, replacement (where required), management, and maintenance for the duration of the contract. ECC is taking on no liabilities, financial or otherwise, for either the above ground or underground apparatus for the duration of the contract. Nor are they contributing any costs from their budgets toward the installation during the mobilisation period. The Electric Vehicle Strategy & Infrastructure team will organise the section 50 applications on behalf of Qwello to save time by working in parallel with Qwello while they coordinate other components of the project.

4 Links to our Strategic Ambitions

- 4.1 The project will enable the decarbonisation of transport in Essex by supporting the transition away from ICE vehicles helped by the provision of public charging infrastructure for EVs.
- 4.2 The project will specifically support the following aims in the **Essex Vision**:
- Develop our County sustainably
 - Connect us to each other and the world
- 4.3 Effective, sustainable and zero carbon transportation is essential if ECC is to meet our strategic aims of **Everyone's Essex**, specifically:
- Supporting a **strong, inclusive, and sustainable economy** by providing access a wide range of employment, education, service, and leisure opportunities and is essential for Essex businesses to be productive and efficient.
 - Safeguarding a **high-quality environment** by improving air quality
 - Ensuring **health, wellbeing, and independence for all ages** by reducing negative effects of carbon emissions
 - Ensure Essex is a **good place for children and families to grow**, making our streets and communities, safer, greener, and healthier.
- 4.4 The project will also rebalance this inequality for the significant proportion of residents without suitable off-street parking by providing public on-street charging facilities in residential streets. **Equality** is a key priority of ECC's new organisation strategy '**Everyone's Essex**.'
- 4.5 The **Essex Climate Action Commission** (ECAC) has recommended that Essex decarbonise by 2050. About 49% of carbon generated in Essex is related to

transport and more than 90% of this is related to vehicle use. ECAC recommends a three-fold approach:

- Avoiding unnecessary travel by designing out the need for travel, reflecting increased digitisation, changing lifestyles and new work patterns
 - Shift to more sustainable modes of travel
 - Decarbonise remaining transport to minimise its carbon impact, supporting the transition away from internal combustion engines and decarbonising freight. A major component of this is supporting a shift to electric vehicles.
- 4.6 The **Essex Transport Strategy** (the statutory Local Transport Plan for Essex) adopted by ECC in 2011 includes Policy 7- Carbon Reduction. ECC will support and encourage the use of lower carbon travel.

5 Options

- 5.1 **Option 1 (Recommended):** Approve the 77 locations above and proceed to the next steps of installing the EVCPs by the end of March 2024, to be eligible for the grant funding that was secured as part of a successful bid to OZEV ORCS in 2022/23.
- 5.2 **Option 2 (not recommended):** Do not agree the charging point locations, and either look for alternatives or withdraw the project altogether, both of which means the requirement to install the EVCPs by the end of March 2024 is unlikely to be met and therefore ECC will have to return the ORCS funding. This will be in breach of the objectives above, and for this reason, this option is not recommended.
- 5.3 **Option 3 (not recommended):** Another person/body would apply for the s50 licences, for example a city, district, or borough council. However, this is not recommended for this set of locations because it will take too long to coordinate, and it would cause issues in the grant arrangement as the programme did not build that in, and essentially mean overseeing another layer in the process. However, this is something we may consider for future installations of EVCPs.

6 Issues for consideration

6.1 Financial implications

- 6.1.1 The purchase and installation of the charge points are funded 60% by an OZEV capital grant and the remaining 40% via the CPO QWELLO. The ongoing operational costs which include maintaining the charge points is funded by the CPO. This is in line with decision FP-471-07-22. The grant funding does not cover ECC staff time on the project; these costs are managed within existing staffing budgets.
- 6.1.2 The ORCS capital grant funding awarded to ECC by OZEV is £236,210. 75% of the grant award £141,060 has already been received with the remaining 25% due upon completion of the installation of the EVCPs. ECC will need to passport the capital grant funding received to the CPO on an arrear's basis following the purchase and installation of sites, this is included in the capital programme.

- 6.1.3 It should be noted that the decision to increase the number of charge points from the original 66 to 77 will be funded by the CPO. The grant funder provides a maximum allocation per location for each of the original 66 locations, any cost over and above that sits with the CPO.
- 6.1.4 Ahead of the location approvals being in place, work has started in submitting Section 50 applications, so these are in place for the CPO to enable installation to commence in a timely manner. Expenditure to date by ECC is £36,000 these costs will be deducted from the grant being passported to the CPO.
- 6.1.5 The concession contract with the CPO has the opportunity for a revenue share based on an agreed percentage of their gross revenue generated from the charge points. Information around the revenue share is treated as commercially sensitive so is not stated here. The revenue share will operate on an open-book basis, QWELLO will ensure full transparency with ECC, who retain the rights to inspect all records on notice. The revenue share value for the previous financial year will be provided to ECC no later than 30th April each year, upon receipt and verification ECC will raise an invoice to them for the agreed amount. This offers a potential future saving opportunity to ECC.
- 6.1.6 The locations selected as part of the bid were not chosen based on income generation potential, but on a demand and needs basis of residents where there is a lack of availability of private off-street parking. The extent of the opportunity will be dependent on usage of the charge points and the energy prices market. When the charge points are operational and usage data is available, we will have a clearer view of the opportunity for ECC. All charge points must be added to the National ChargePoint Registry as part of grant conditions and data on usage of the CP's must be supplied to OZEV for a period of 3 years from point of first installation. There is the risk a revenue share opportunity is not realised for ECC; however, the scheme is operated at no cost to ECC.
- 6.1.7 The original grant funding agreement has a funding period ending 30/04/2024. As the charge points will not be delivered by this date ECC have contacted the grant funder. The funder has acknowledged the challenges and confirmed they will continue to support this project. The EVCPs must now be installed and have ECC and OZEV final approval by 31st December 2024. The CPO has the inventory and is ready to commence delivery to this revised timeline if not in advance of it. On this basis there should not be any risk to this funding.

6.2 Legal implications

- 6.2.1 All matters relating to highways and planning powers and consents will need to be appropriately considered and assessed when seeking to install the charge points. There are no specific powers upon which ECC, as the highways authority, can rely for the installation of the charging points. Therefore, each location can be licensed to a third party under section 50 of the New Roads and Street Works Act 1991.

6.2.2 The project will be required to be delivered in line with the OZEV funding conditions and under the signed agreement between ECC and Qwello.

7 Equality and Diversity Considerations

7.1 The Public Sector Equality Duty applies to the Council when it makes decisions. The duty requires us to have regard to the need to:

- (a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes discrimination etc. on the grounds of a protected characteristic unlawful
- (b) Advance equality of opportunity between people who share a protected characteristic and those who do not.
- (c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.

7.2 The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, sex, and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).

7.3 The Equalities Comprehensive Impact Assessment indicates that the proposals in this report will not have a disproportionately adverse impact on any people with a particular characteristic.

8 List of Appendices

- 8.1 Appendix 1 - EVCP Site Visit Assessment Criteria
- 8.2 Appendix 2 – List of ORCS Locations
- 8.3 Appendix 3 – Qwello Project Plan
- 8.4 Appendix 4 - Equalities Comprehensive Impact Assessment

9 List of Background papers

- 9.1 OZEV ORCS application form
- 9.2 OZEV ORCS site assessment pack

I approve the above recommendations set out above for the reasons set out in the report.	Date
Councillor Tom Cunningham - Cabinet Member for Highways, Maintenance and Sustainable Transport	02.04.2024

In consultation with:

Role	Date
Mark Ash, Executive Director CEC (Climate, Environment and Customer)	28.03.2024
Executive Director, Corporate Services (S151 Officer) Stephanie Mitchener on behalf of Nicole Wood	26.03.2024
Director, Legal and Assurance (Monitoring Officer) Susan Moussa on behalf of Paul Turner	13.03.2024