



ADUR & WORTHING  
COUNCILS

Joint Strategic Committee  
9 June 2020  
Agenda Item 7

Key Decision: Yes

Ward(s) Affected: All

## **Collaboration with WSCC on Procurement of a Countywide Electric Vehicle Charging Points Network**

**Report by the Director for Digital & Resources**

### **Executive Summary**

#### **1. Purpose**

- 1.1. In December 2019, West Sussex County Council (WSCC) adopted their Electric Vehicle (EV) Strategy setting out an ambitious vision for EV take up across the county.
- 1.2. The Strategy sets out the intention to procure a supplier to deliver, on a concessionary basis, one consistent, affordable, easy to use, reliable, widely accessible and recognisable charging network across the county. This aim is to provide renewable energy charging primarily for those residents who do not have access to off road parking and would be unable to switch to EV without public charging.
- 1.3. Adur & Worthing Councils, along with the other Districts and Boroughs across West Sussex, have been invited to collaborate with WSCC in this scheme to develop an extensive county-wide network, by nominating and providing potential sites in council ownership to be part of the EV charging network.
- 1.4. The WSCC EV network solution will improve and expand significantly the provision of electric vehicle charging infrastructure across the Borough and

District to meet existing and future demand and encourage the shift away from petrol and diesel vehicles.

- 1.5. Subject to Member approval, Adur & Worthing Councils (A&WCs) participation in the procurement of an EV network will assist in meeting council commitments to reduce transport carbon emissions, increase EV charging infrastructure and improve air quality, reducing the resources required to achieve these ends.

## **2. Recommendations**

- 2.1. It is recommended that the Joint Strategic Committee agrees to:
  - 2.1.1. note the work undertaken by Officers with WSCC to date, in developing a potential site list in the Adur and Worthing areas for the installation of EV points, and authorises the Councils to enter into an Inter-Authority Agreement with West Sussex County Council to install electric vehicle charging points across the county of West Sussex, on Council owned property; and
  - 2.1.2. To delegate to the Director for Digital and Resources in consultation with the Leaders, the authority to commit Adur District Council and Worthing Borough Council to a joint procurement for a concessionaire to deliver a rapid and cash payment free roll out of an extensive EV charging network across the Worthing and Adur Districts and to enter into a contractual arrangement with the preferred concessionaire as a result of the WSCC procurement process and;
  - 2.1.3. Delegate to the Director for Digital and Resources in consultation with the Leaders, the authority to enter into a contract and required leases with the successful concessionaire to enable delivery of the charging points and to commit such non cash resources by the Councils as shall reasonably be required by WSCC from time to time under the Inter Authority Agreement.

### 3. Context

- 3.1. Transport contributes to over a third of the carbon emission across Adur & Worthing. Encouraging residents to switch to low emissions vehicles is one of the key ways to reduce these emissions.
- 3.2. Emissions from transport also impact on air quality. Air pollution hotspots have required the establishment of three Air Quality Management Areas across Adur and Worthing, all declared due to high Nitrogen Dioxide emissions primarily from transport.
- 3.3. Under the Automated and Electric Vehicles Act 2019, the Government plans to ban new petrol and diesel cars by 2040, and the Office for Low Emission Vehicles aims for all vehicles to be low emission by 2050.
- 3.4. There has been a steady increase in electric car sales in the UK and with it a predicted sharp increase in demand for public charge points, however, EV ownership remains impractical for 30% of households, who do not have access to off road parking.
- 3.5. One of the main barriers to increased take-up of low emissions vehicles is the lack of charging infrastructure. The 2019 WSCC resident's survey on EVs received 1339 responses of which 57% stated the lack of public charging is preventing them from switching to EV. The proposed WSCC EV network aims to address this, securing a well dispersed, publicly accessible charging network both on and off street.
- 3.6. In December 2019, West Sussex adopted the West Sussex EV Strategy, which states: *Our vision for the County is that when residents travel by car and small van they choose ultra-low emission vehicles, and travel in a carbon neutral way.* The Strategy has three aims:
  - 3.6.1. *At least 70% of all new cars in the county to be electric by 2030;*
  - 3.6.2. *There is sufficient charging infrastructure in place to support the vehicles predicted to be reliant on public infrastructure to charge; and*
  - 3.6.3. *To ensure a renewable energy source for all charging points on County Council land or highway.*
- 3.7. To incentivise uptake of EVs, WSCC is also exploring different charging mechanisms for controlled parking zones, including differential charges for residential parking permits for low emission vehicles.

- 3.8. The modelling work carried out by WSCC estimates that to achieve their 70% target across West Sussex there will need to be 3,305 public charging points by 2025, and 7,346 by 2030.
- 3.9. To deliver the Strategy, WSCC will be procuring a concession contract to install a network of EV charge points across the county. With the option to extend, the 7 year concession contract will be delivered entirely by the preferred supplier, who will be responsible for joint planning, funding, building, marketing and operating the publicly accessible EV charge point (EVCP) network across West Sussex. The contract will also provide an on-going 24/7 service (including the management of payments and support), maintenance and repair to ensure the network is fully operational at all times. The contract will be made available to community landowners across the County in addition to Districts and Boroughs (eg. Parish Councils, Community Hall Charities). All are invited to be partners to the concession contract. The ambitions for the contract is set out in WSCC's aspiration document, attached at Appendix 1.
- 3.10. Adur & Worthing Councils have committed to *shift to sustainable transport and improve air quality through increasing the availability of EV charging infrastructure throughout Adur and Worthing (Platforms for Our Places at commitment 3.7, and under SustainableAW 'Sustainable Transport' theme)*. Through the Climate Emergency declaration and the UK100 Cities Pledge, the councils have committed to reduce carbon emissions across Adur and Worthing.
- 3.11. The Councils' Air Quality Action Plans also contain commitments to increase EV charging points across Adur & Worthing and to promote EV's in order to reduce air pollution from vehicles run on combustion engines.

#### **4. West Sussex EV Solution**

- 4.1. WSCC proposes a countywide EV network solution under a no cost model for installing off-street charge points on community owned land; and on-street on Highways land. The network is focused on providing charging infrastructure for residents that do not have off-street parking suitable for home charging. Early engagement with potential commercial partners indicated that a concession contract would provide the best mechanism to achieve the objectives of the WSCC EV Strategy.
- 4.2. WSCC plans to commence procuring in July 2020 a commercial partner to assist with planning a network of charge points across the County, and then to install and operate the network. It has started dialogue with District and

Borough Councils to form a partnership and work with the commercial partner. The overall aim is to have one network provider delivering a cohesive network across the County.

- 4.3. By installing at scale it will be possible to take a 'Portfolio Approach' to the network, with a mixture of commercially attractive sites as well as those that are less viable. Any council (district / borough / parish) or community land owner will be able to access the contract when awarded.
- 4.4. Collaboration with the County Council would be formalised via an Inter Authority Agreement.
- 4.5. As a minimum all energy to deliver the service to customers will be sourced from 100% renewable energy backed by REGO certificates, delivering zero carbon charging.

## **5. Next steps**

- 5.1. The County Council has drafted an Inter Authority Agreement for all parties wishing to work collaboratively including securing a commercial partner. This will be finalised and signed by the participating Districts and Boroughs.
- 5.2. WSCC will develop the contract, consulting with District and Borough representatives. WSCC then intends to issue the Invitation to Tender on 1st July and award the contract mid October 2020.
- 5.3. Once a commercial partner has been secured the potential sites across the County will be reviewed by the contractor. This will include County Council land and any public sector organisations that join the partnership. Much of the first year will focus on collating the sites into a network and to survey the sites to determine which ones can be connected to the electricity grid. The latter will be carried out by the commercial partner. There is potential for some District and Borough Council sites to have EVCPs installed in the early phases of the project possibly as soon as late 2020.
- 5.4. A draft list of potential sites on Adur District and Worthing Borough Council for EVCPs has been developed (see Appendix 2). Not all of the car parks will be suitable for charge points. For example, with some car parks the cost of the grid connection will be prohibitive. A finalised list will need to be provided to WSCC for inclusion with the tender documents. Leased sites that may be suitable subject to agreements with the tenants will also be added.

## **6. Issues for consideration**

- 6.1. Given the recognised need to increase the number of EVCPs available to Adur and Worthing residents, the council has the option of either working with WSCC on the county-wide network through the concession contract or finding resources and/or funding to deliver a bespoke network separately.
- 6.2. To date, Adur & Worthing Councils have installed EVCPs at 4 sites:
  - 6.2.1. High Street multi storey car park;
  - 6.2.2. Brooklands Western Road surface car park;
  - 6.2.3. Pond Lane surface car park, and
  - 6.2.4. Lancing Manor surface car park, Lancing Leisure Centre.
- 6.3. **Advantages of partnering with WSCC on their EV Network Solution through a Concession Contract:**
  - 6.3.1. Financial risks to A&WC are minimal;
  - 6.3.2. Procurement will be managed by WSCC, reducing demand on A&WC resources;
  - 6.3.3. A relatively prompt roll out: WSCC intends to award the contract in Autumn 2020, the first charge points could be installed during the same financial year.
  - 6.3.4. EVCP installers will be attracted to the scale of the opportunity whereas A&WC's previous small scale approach has shown not to attract market interest;
  - 6.3.5. Aside from possible legal costs associated with leasing our land to the service provider, there are no significant upfront costs for the council;
  - 6.3.6. A concession charge point operator across a wide area is generally more incentivised, leading to a better end-user service;
  - 6.3.7. The supplier will be required to source renewable energy to guarantee maximum reductions in carbon emissions;
  - 6.3.8. A&WCs may receive a modest income. It is anticipated that all partners will gain a small revenue stream from the installation of the charge points. It is proposed that this will be achieved by including a small increase in the price per kWh charged to the consumer. The total return achieved from the portfolio of EVCPs will be distributed amongst the partners in proportion to the number of EVCP sockets on their land, after a proportion of the income generated has been retained by WSCC to fund the management, and potential further development, of the contract;
  - 6.3.9. At the end of the contract, the supplier will be responsible for removing the charge points, and make good the land at their own cost. The

councils will retain ownership of the underground electrical connections and cables, valuable for future networks;

- 6.3.10. The concessionaire takes the maintenance and technical costs and risk as they are responsible for maintaining, updating and refreshing the equipment and software, future proofing the network;
- 6.3.11. The WSCC portfolio approach means that Adur and Worthing's less viable sites are more likely to receive EVCP installations as well as the more viable ones, ensuring a more even spread across the area; and
- 6.3.12. The scheme will improve and expand significantly provision of electric vehicle charging infrastructure across the borough to meet existing and future demand and encourage the shift away from petrol and diesel vehicles.

#### 6.4. **Disadvantages of partnering with WSCC on their EV Network Solution through a Concession Contract:**

- 6.4.1. Potentially reduced income compared to full ownership; and
- 6.4.2. Potentially less control over EVCP sites.

- 6.5 Given the greater advantages provided by partnering with WSCC on their EV countywide Concession Contract, it is recommended that Adur District Council and Worthing Borough Council proceed to work with the County on their EV network solution.

### 7. **Engagement and Communication**

- 7.1. WSCC have been working since early 2019 with A&WC officers from Sustainability, and Environmental Health on their proposed network approach.
- 7.2. In April 2020 WSCC presented to a wide group of key Officers and Heads of Service, including Sustainability, Procurement, Legal, Finance, Parking Services, Environmental Health and Estates.
- 7.3. A&WC Legal Team has reviewed and input to the Inter Authority Agreement. Procurement and other officers have reviewed and input to the draft Aspiration Document; Tender Specification and Tender Method Statement Questions. A&WC Legal team will review and input to the draft contract once drawn up by WSCC Legal Department.
- 7.4. AWC Officers have contributed to a list of potential EVCP sites to help shape the network. The draft list is attached at Appendix 2. The sites have been reviewed by Parking, Estates, and other departments, and further consultation

will be carried out before this list is finalised and submitted to WSCC for inclusion in the contract.

- 7.5. A Project Board will be established by WSCC which will be responsible for the strategic direction and supervision of the Project, within any policies and instructions of each Authority. The Board will comprise representatives of each Authority; and be chaired by the Lead Authority Representative (WSCC).

## **8. Financial Implications**

- 8.1. The installation of the charge points will be via a concession contract and will be delivered entirely by the preferred supplier. As such there is no requirement for the Councils to provide any capital funding. There will be no maintenance cost liabilities for the Councils, as the installation, operation and maintenance is the liability of the service provider.
- 8.2. All resources to deliver and manage the partnership contract can be met from within existing resources. The concession contract will return some revenue from the successful utilisation of the charge points but it is not expected to be significant.
- 8.3. Each LA partner will set their own strategy for charging rates for EVCP users, and it will be expected that partners will manage this element separate to the pricing structure for vehicle charging.
- 8.4. All councils will be expected to enter bids for grants for the On-Street Residential Charging Scheme from The Office for Low Emission Vehicles (OLEV). The supplier will provide to the councils the necessary information in the correct format to submit a bid.

## **9. Legal Implications**

- 9.1. If applying for grant funding for the On-Street Residential Charging Scheme from The Office for Low Emission Vehicles (OLEV) the Councils must ensure that they comply with any relevant grant funding terms and conditions when spending any allocated funds and procure a supplier for this purpose in accordance with its Contract Standing Orders and Public Contract Regulations 2015.
- 9.2. In enabling WSCC to procure for the Concessionaire to install the EV units on its behalf, the Councils must ensure that the procurement is compliant with the Public Concession Regulations 2016 as well as their own Contract

Standing Orders. West Sussex County Council has confirmed its intention to carry out a fully compliant OJEU procedure to procure for the contractor in compliance with the Public Concession Regulations 2016.

- 9.3. Under Section 111 of the Local Government Act 1972, the Council has the power to do anything that is calculated to facilitate, or which is conducive or incidental to, the discharge of any of their functions.
- 9.4. Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 9.5. s1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.
- 9.6. Section 1 of The Local Government (Contracts) Act 1997 provides that every statutory provision conferring or imposing a function on a local authority confers the powers on the local authority to enter into a contract with another person for the provision or making available of assets or services, or both (whether or not together with goods) for the purposes of, or in connection with, the discharge of the function by the local authority.
- 9.7. In granting leases for the location of the EV Pods to be installed by the Concessionaire, the Councils must have regard to Section 123 Local Government Act 1972 which places an obligation on local authorities to dispose of land for best consideration, which is not limited to the monetary purchase price, but may include other elements in the transaction, provided those have a quantifiable commercial or monetary value.

### **Background Papers**

- [WSCC adopted Electric Vehicle Strategy](#)
- [Report to JSC 03.12.2019: Platforms for Our Places: Going Further](#)
- [Report to JSC 03.12.19 SustainableAW](#)
- [Air Quality Action Plans](#)

### **Officer Contact Details:-**

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## Sustainability & Risk Assessment

### 1. Economic

- Availability of EV Charging Infrastructure is crucial for local communities to transition to low carbon transport, and for Adur and Worthing to remain attractive to visitors, businesses and their staff as the UK transitions to the electrification of transport.

### 2. Social

#### 2.1 Social Value

- WSCC's portfolio approach aims to facilitate delivery of EVCPs across all areas of the county, servicing all communities, rather than just those which will get the highest usage and deliver the greatest returns.

#### 2.2 Equality Issues

- Although EVs currently cost more to buy than a petrol or diesel car, research predicts that EVs will achieve cost parity with conventional vehicles in the UK as early as 2021.
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#### 2.3 Community Safety Issues (Section 17)

- Matter considered and no issues identified.

#### 2.4 Human Rights Issues

- Matter considered and no issues identified.

### 3. Environmental

- The transition to electric vehicles is a key strand in the shift to cleaner air and low carbon transport.

### 4. Governance

- Adur & Worthing Councils' have committed to *shift to sustainable transport and improve air quality through increasing the availability of EV charging infrastructure throughout Adur and Worthing (Platforms for Our Places at commitment 3.7, and under SustainableAW 'Sustainable Transport' theme)*. Through the Climate Emergency declaration and the UK100 Cities Pledge, the councils have committed to reduce carbon emissions across Adur and Worthing.

## APPENDIX 1

### **WEST SUSSEX EV NETWORK Aspiration Document**

*(Developed by WSCC for inclusion in the tender documentation)*

#### **Leading the way to realise high ambitions**

*West Sussex County Council is ambitious about EV, recognising that it presents a way to help residents travel in a carbon neutral way. The Council want to see a 70% EV uptake across the county by 2030.*

*To meet demand on this scale, we estimate that across West Sussex will need up to 3,169 fast, and 136 rapid chargers by 2025, and 7,027 fast and 319 rapid chargers by 2030.*

*Although, we do not anticipate that all of these chargers will need to be delivered via our solution, and that the private market will deliver a proportion of these charges, we want to be actively leading the way, with residents seeing a rapid roll out of chargers early in our relationship with our partner supplier.*

*We want the West Sussex Network to be seen as a class leader, that has played a proactive role in enabling residents to make the switch to EV.*

#### **What we want to see**

*One consistent, affordable, easy to use, reliable, widely accessible and recognisable charging network across the county, providing renewable energy charging.*

*Charger locations will reflect our aspirations around sustainable transport solutions.*

*Chargers will be found on street, in public sector car parks, and on community assets county wide, providing charging primarily for those residents who do not have access to off road parking, and would be unable to switch to EV without public charging.*

#### **No Drive? No Problem!**

*We know that West Sussex residents would prefer to charge their car at or near their homes. We also know that 30% of households do not have access to off road parking and will find it hard to make the switch to EV.*

*Providing chargers for these people is our number one priority. We want switching to EV an easy and real possibility for any West Sussex resident, whether you have a drive or not.*

*Based in residential areas, either at nearby hubs or on-street, chargers will provide a reliable and accessible local charging opportunity, in locations that won't require additional or unnecessary journeys to access.*

*As a primary charging source, we want to be able to replicate, as closely as possible, the cost and opportunities presented by charging at home.*

#### **West Sussex: A Range Anxiety Free Zone**

*We want all West Residents to be able to travel through out the county without worrying that they will run out of charge.*

*With chargers located on strategic routes any EV users will be able to get to where they need to go.*

#### **Right for West Sussex: A Portfolio Based Approach**

*We recognise that not all locations where EV is asked for and needed will be commercially viable, but that some sites have the potential to really fly.*

*We want all possible sites to be considered in the round, and we want to see a balanced portfolio of sites being delivered right from the start, with more profitable sites supporting less profitable.*

*An experience that is synonymous with affordability, quality, and reliability.*

*Residents are key to success and should be at the heart of the solution.*

*We want customers to be confident they understand what they are paying for, that the chargers will work when they need them, and they are supported when something isn't as it should be.*

### **Clear consistent pricing**

*We know that EV users want transparency when it comes to pricing structures. We want our network to be clear and easy to understand, so that customers know what they will pay to charge their car before they plug in.*

*They will understand the different charging options available to them, be able to make an informed choice as to their route to charge and know the prices for these will not change wherever they are in the county.*

### **Easy to Access**

*Customers will have a choice of options for accessing the chargers, and be able to decide which works for them.*

*We know that not all West Sussex residents are comfortable with app technology, so options must include RFID cards and Pay as you go as well as an app.*

### **High Profile**

*West Sussex residents will know about current chargers and future plans and how to shape them.*

### **Future Proofed**

*We want to see a network that is fit for the future and is limited against redundancy.*

*Although we understand that EV charging is a rapidly evolving technology, but we want to see chargers that last, that can stand the test of the time, without the need for rapid turnover, and disruption for customers.*

*When chargers are installed, we want them to be part of a planned growth programme so that if or when an upgrade is required, this is limited to above ground kit and more disruptive below ground works are not necessary.*

### **Innovation**

*With new technology comes new opportunities. We want West Sussex residents to benefit from new developments and evolutions in EV Charging, and want to see a network that provides the best available service.*

## APPENDIX 2

### ADUR & WORTHING COUNCILS POTENTIAL SITE LIST FOR WSCC EV CHARGING INFRASTRUCTURE CONTRACT

	Name	Location	Number of spaces	Existing EVCPs	Owned by
<b>WORTHING Car Parks</b>	High St MSCP (Guildbourne Shopping Centre)	High St, Worthing BN11 1NY	619	2 x 7kW Type 2 sockets. Pod Point	WBC
	Buckingham MSCP	10 Buckingham Road, Worthing BN11 1TH	259		WBC
	Lyndhurst Road CP (East & West)	Lyndhurst Road, Worthing BN11 2DG	203		WBC
	Beach House East CP	Brighton Road, Worthing BN11 2EN	27		WBC
	Beach House West CP	Brighton Road, Worthing BN11 2EN	94		WBC
	Worthing Civic Car Park	Stoke Abbott Rd, Worthing, BN11 1HE	New MSCP?		WBC
	Brooklands Western Road	Western Road, Lancing, West Sussex BN15 8RR	126	2 x 3kW, Type 2 sockets, Pod Point	WBC
	Brighton Road East CP	Brighton Road West Brighton Road Worthing BN11 2HP	18		WBC
	Brighton Road West CP	Brighton Road Worthing BN11 2HP	42		WBC
	Goring Road	Mulberry Gardens, Worthing, BN12 4NU	40		WBC

	Queen Street	Queen Street, Worthing, BN14 7BE			WBC
	Sea Lane	Sea Lane, Worthing, BN12 4HR	66		WBC
	Durrington Station	BN12 6BT	23		WBC
	Montague Centre	Liverpool Gardens, Worthing, BN11 1YJ	130		WBC
<b>ADUR Car Parks</b>	Pond Road	North Street, Shoreham, BN43 5DJ	85	2 x 7kW Type 2 sockets. Pod Point	ADC
	Tarmount Lane	Tarmount Lane, Shoreham BN43 6RQ	71		ADC
	Riverside	Ferry Road, BN43 5RU	47		ADC
	Southwick Square	16 Southwick Street, Southwick BN42 4FB	85		ADC
	Old Fort	2 Forthaven, Shoreham BN43 5HY	34		ADC
	Middle Street	Middle Street, Shoreham BN43 5DP	21		ADC
	North Farm Road	North Farm Road, Lancing BN15 9TD	64		ADC
	Littlecroft	Queensway, Lancing, BN15 9AY	26		ADC
	Beach Green	Beach Green, Shoreham, BN43 5YA	135		ADC
	Southwick Beach	BN41 1WD	105		ADC

Opportunity type	Name	Location	Number of spaces	Existing EVCPs	Owned by
<b>Car Parks leased to third parties</b>	Worthing Leisure Centre	Shaftesbury Ave, Worthing BN12 4ET	241		WBC
	Wadurs Swimming Pool	Kingston Broadway, Shoreham-by-Sea BN43 6TE			ADC
	Southwick Leisure Centre	Old Barn Way, Southwick, Brighton BN42 4NT			ADC
	Impulse Leisure Centre	Manor Rd, Lancing BN15 0PH		1 x rapid, 50kW, CHAdeMO, CCS, Type 2, SWARCO	ADC
	Sompting Parish Hall	West St, Sompting, Lancing BN15 0BE			
	Field Place	The Blvd, Worthing BN13 1NP			
<b>Parks</b>	Highdown Gardens	Highdown Rise, Littlehampton Rd, Goring-by-Sea BN12 6FB			
	Palatine Park	114 Palatine Rd, Goring-by-Sea, Worthing BN12 6JN			
<b>Recreation/ Sports Grounds</b>	Fishersgate Recreation Ground/ Eastbrook Manor	West Rd, Fishersgate, Portslade, Brighton BN41 1QH			
	Northbrook Recreation Ground	41 Romany Rd, Worthing BN13 3QS			
	Adur Recreation Ground	Brighton Rd, Shoreham-by-Sea, West Sussex BN43 5LT			
<b>Community Buildings</b>	Southwick Community Centre	Southwick Community Association, 24 Southwick Street, Southwick, BN42 4TE			
<b>Others</b>	Worthing Crematorium	Horsham Rd, Findon, West Sussex BN14 0RG			