

Beach Hut Charges 2024/25 and Revised Terms and Conditions - To consider recommendations from Tourism & Local Economy Committee and potential for further review

On 5th July 2023 a set of proposed fees and charges were provided to the Tourism and Local Economy Committee.

Councillors made a number of observations with regards the future structure of the fees, and it was noted that there existed a high demand for huts in the current year. It was, therefore, agreed that the VSBDM be requested to review the Beach hut fees for 2024-25 and present a revised proposal to the Council meeting on 24th July 2023.

It is now proposed that a working party be set up to review the current fee structure and consider if changes might be made for 2024-25 to increase the number of people who may wish to use a hut and to optimise income generation for the Town Council.

A draft revised set of terms and conditions for beach hut bookings was also presented to the Committee, and again the VSBDM was requested to present a revised proposal to the Council meeting on 24th July 2023. It is now suggested that they also be referred to the working party to review.

It is proposed that the working party reports its proposals to the Council on 18th September 2023 which will enable bookings for huts to be taken from early October 2023 for the 2024-25 season.

Decision required

To establish a working party to review the Beach Hut fees and charges and booking terms and conditions, to report to the Town Council meeting on 18th September 2023.

Culvin Milmer
Visitor Services and Business Development Manager

July 2023

Potential Commercial Opportunities on Town Council land - To consider process for inviting expressions of interest for 2024

1. Introduction

This is a modified version of a report presented to the Tourism & Local Economy Committee on 5th July 2023. There it was agreed to recommend ‘That the process and timetable, as set out above, for inviting expressions of interest for potential commercial opportunities on Town Council land be adopted and that the locations identified are reviewed by the Town Council for potential inclusion within a ‘Concessions Pack’.

Members were also encouraged to give thought to the timescales and any potential refinements to the process, prior to the Council Meeting on 24th July. To that end the timetable presented in Section 4 below has been modified to include a review by the Property Panel during August.

2. Background

Over recent years the Town Council has received a number of proposals from business owners, enquiring about the potential to trade commercially from Town Council property. These have included:

- numerous examples of catering facilities on the beach/Shore Road hardstanding;
- sauna on the beach/Shore Road hardstanding;
- ice cream van on Broad Road Car Park;
- family attraction for the summer on King George V Playing Field;
- catering kiosk on Main Beach Car Park;
- e-bike hire from North Beach Car Park.

In March 2022 the Town Council agreed that such proposals should not be looked at on a ‘piecemeal’ basis, but that the Council should seek to plan for such opportunities. That view was reiterated at the Tourism and Local Economy Committee meeting held on 22nd March 2023, at which officers were instructed ‘to draft a policy in respect of potential commercial opportunities on Town Council property for consideration at the next meeting of the Tourism and Local Economy Committee’.

A meeting of the Property Panel took place on 9th June at which initial consideration was given to the best way forward. Building on that discussion, this paper will detail a proposed procedure to be utilised for the season starting from 1st April 2024.

3. Proposed Procedure

The Property Panel discussed a range of different options with regards commercial opportunities, however it became clear that, without advice from the wider market, it was difficult to accurately understand what opportunities might be of interest to potential commercial providers.

Therefore, it is proposed that a more open approach should be adopted, whereby a request for expressions of interest would be published for a range of different types of activities at specific locations. The Panel felt that because the Seafront Masterplan was shortly to be finalised, this would prove a good opportunity for businesses and other stakeholders to better understand what the Council was striving to develop, at least along the seafront.

It is proposed that the Property Panel meets during August to work up the detail with regards each of the sites listed in section 5 before expressions of interest are released. It should be noted that, even if this list is approved, it does not necessarily mean that the Council will allow any commercial activity. The proposal is that views from the market are sought, and that the Council reviews these proposals to help gauge what options might support the local economy and bring additional revenue to the Town Council to support the delivery of public services.

4. Timetable

Action	Date
Proposals approved by Full Council	24 th July 2023
Each of the proposed sites are considered in detail by the Property Panel during August	August 2023
Concession pack developed and published requesting 'Expressions of Interest' (EOI) for each location. This will include maps, available facilities, restraints, and information useful to potential operators	Early September
Concession EOI closes	End October
Reviewed by Property Panel	Early November
Property Panel recommendations to Tourism and Local Economy Committee regarding which opportunities to take forward for further development	15 th November
Recommendations to Full Council	11 th December
Work up details with potential concessionaires	December / January
Licences approved by Full Council	29 th January 2024

Potential commercial operators which submit proposals outside of this timetable are unlikely to be considered until the following year.

5. How will potential commercial opportunities be evaluated?

The Property Panel will undertake a review of all expressions of interest received and report its recommendations through the committee process. These will be evaluated using a scoring matrix which will include the following:

- impact on the local economy.
- revenue implications to the Town Council.
- environmental credentials.
- amount of work required by the Town Council to achieve the stated outcome (staff capacity and/or physical improvements to sites).

6. Potential locations for commercial trading from Town Council property

Sections of the following locations are suggested as potential sites for commercial trading, primarily, but not necessarily, during the summer season:

- Main Beach Car Park and King George's Field.
- The beach and hardstanding on Shore Road.
- Broad Road Car Park and the Boat Park.
- North Beach Car Park and Journey's End.

7. Decisions required

To consider the following revised recommendation of the Tourism and Local Economy Committee 'That the process and timetable, as set out above, for inviting expressions of interest for potential commercial opportunities on Town Council land be adopted and that the working up of the details for each site to be included within the 'Concession Pack' be delegated to officers, in consultation with the Property Panel'.

Culvin Milmer
Visitor Services and Business Development Manager

July 2023

Energy Efficiency and Decarbonisation Action Plan to 2030 for the Councils principal buildings

1. Introduction

The Town Council has made a commitment to achieve carbon neutrality by 2030. The Council's building stock creates the greatest amount of carbon through its use of gas and electric energy. The purpose of this paper is to present an action plan that will provide a route to achieving a significant reduction in the council's energy use and help to achieve the goal of decarbonisation (the removal of gas boilers and replacement with electric systems).

The information within this paper and action plan is based on the 'Swanage Town Council Carbon Neutral Plan' produced by 'CO2 Target' and which can be found in Appendix 2.

This is a modified version of a report presented to the Environment & Green Spaces Committee on 12th July 2023. There it was agreed to recommend 'That the Energy Efficiency and Decarbonisation Action Plan 2030: Council Buildings, be approved and adopted, together with the next steps set out in the briefing note (which will be refined prior to the Council Meeting on 24th July 2023)'. The next steps in section 5 below have, therefore, been amended, primarily to set out the options in respect of funding in step 4.

2. Carbon Footprint

It should be noted that the carbon calculation varies each year as this is based on the amount of carbon that is used to generate electricity through the national energy grid. For example, as the energy grid increasingly moves to renewable energy, the carbon footprint of electric use reduces. This can make annual comparisons more challenging and therefore, the Council will now record both the carbon footprint and actual kWh of energy consumed. For the year 2022, the STC buildings below generated 46 tonnes of CO₂ from its buildings or an equivalent of 230,000 kWh in energy use.

3. Carbon Neutral 2030 Report from 'CO2 Target'

The report attached in Appendix 2 provides a review of the route that the Council may wish to take to achieve carbon neutrality for its building stock. The data from this report has been translated into an action plan to enable the Council to reach its target of carbon neutrality by 2030 and can be found in Appendix 1.

4. A summary the Action Plan in Appendix 1

When fully implemented the action plan will reduce the kWh used by the council from 371,000 kwh per year to 122,000 kwh per year, assuming all the actions identified are achievable. This would reduce the Councils carbon footprint from 104 TCO₂ to 58 TCO₂. In addition, the current cost of gas and electric which is nearly £50,000 would be reduced by £22,668, or 45%.

The actions include the implementation of 'Building Management Systems' and LED lighting to increase energy efficiency, solar panels to generate renewable energy and heat pumps to remove gas boilers (decarbonisation).

The cost of the works identified in the action plan is £541,450. An amount of £150,000 is currently included within the capital budget over three years to support this. Therefore, a further £391,580 is required to achieve the action plan.

5. Next steps

No.	Actions
1.	Approve the Action Plan attached at Appendix 1 as the Council's preferred route to achieve energy efficiency and decarbonisation for the Council up to 2030.
2.	Implement Phase 1 (energy efficiency) works during 2023-24 as far as current funding of £50,000 allows.
3.	Officers to obtain price quotations for the installation of a heat pump in the Town Hall and a report which identifies mitigation activities required to ensure these systems work effectively at this location and to report back to the Environment and Green Spaces Committee as part of the budget setting process in autumn 2023.
4.	Consider the Council's approach to fund the 'gap' of £391,580, by adopting one of the following options: <ul style="list-style-type: none"> a) Officers to apply for a SALIX grant fund during 2023-24 (assume October 2023). This will require access to professional advice and a budget allocated, assume up to £10,000. It should also be noted that the grant funding is likely to require a significant element of match funding, which would need to be confirmed in advance of the application. b) Agree not to apply for a SALIX grant during 2023-24 and to review the action plan as part of the budget setting process in the autumn 2023 and the future approach to grant applications and other funding
5.	Review the action plan and the timetable as part of budget setting process at next meeting of the Environment and Green Spaces Committee.

6. Decision required

To consider the recommendation of the Environment and Green Spaces Committee that the Energy Efficiency and Decarbonisation Action Plan 2030: Council Buildings, be approved and adopted, together with the next steps set out in the table above.

Culvin Milmer

Visitor Services & Business Development Manager

July 2023

Appendix 1: Energy Efficiency and Decarbonisation Action Plan to 2030 for the Councils primary buildings

Appendix 2: C02 Target – Carbon Neutral Plan for Swanage Town Council

Appendix 1

Energy Efficiency and Decarbonisation Action Plan to 2030 for the Councils primary buildings

1. Introduction

This Action Plan will cover the Council's key buildings. These are the Town Hall including the Annex, the Swanage Information Centre, the new Depot, Beach Gardens Pavilion, the public toilets and the Shore Road beach huts. Further plans will be required to reduce carbon emissions from other electric meters (i.e. EV chargers in car parks), water use, waste and petrol and diesel.

2. Phased Approach

The Action Plan is split into four elements, which can be undertaken at different times. These are as follows:

- Phase 1: Make buildings more energy efficient and reduce the use of electric
- Phase 2: Generate renewable energy
- Phase 3: Decarbonise gas systems
- Phase 4: Identify and implement further opportunities to close the gap

When fully implemented the action plan will remove gas boilers (decarbonisation) and reduce the kWh used by the council from 371,000 kwh per year to 122,000 kwh per year, assuming all the actions identified are achievable. This would reduce the Councils carbon footprint from 104 TCO₂ to 58 TCO₂. In addition, the current cost of gas and electric which is nearly £50,000 would be reduced by £22,668, or 45%.

2.1 Phase 1: Make buildings more energy efficient and reduce the use of electric

The Action Plan proposes that the following technologies are used to reduce energy use as part of phase 1:

Building Management System

This type of system allows the user to manage and monitor equipment in an efficient manner, thus reducing energy use. It is best described as a web based smart system that controls heating, air-conditioning, lighting and power systems. More information about these systems can be found on page 38 of the attached report.

Lighting

New lighting systems that incorporate LEDs and provide control system will deliver significant energy efficiencies. More information about these systems can be found on page 36 of the attached report.

Toilets except for those at Main Beach Car Park already have LED fittings.

2.2 Phase 2: Generate renewable energy

The Action Plan proposes that the following technology is used to reduce energy use as part of phase 2:

Solar PV

Solar panels on the roofs of the council's buildings will generate a relatively high level of renewable energy. The attached report includes information for the council's buildings.

2.3 Phase 3: Decarbonise gas boiler systems

The current preferred technology to replace the 5 gas boilers are heat pumps and is supported through SALIX, the governments grant process for decarbonisation. More information about these systems can be found on page 19 of the attached report. The action plan proposes that these systems are installed in the Town Hall, Swanage Information Centre and the Depot. However a number of issues remain to be considered at these sites which are detailed below in section 6.

2.4 Phase 4: Identify further opportunities to close the gap

The attached report suggests that by delivering the proposals within this action plan, the Council's buildings will effectively be carbon neutral. However there still remains around 122,000 kWh of electric which is used by the Council as follows; other toilet electric 31,000 kWh; car park 72,284 kWh; miscellaneous meters 18,628 kWh (figures taken from Energy Footprint Report 2022). Some of these kWh are recharged to other users and the car parks are high, most likely due to Electric Vehicle charging, which will only increase.

Therefore, further work will need to be done to ensure that the Council is generating sufficient energy from solar PV to cover this energy requirement. This could be additional solar PV sites and could well include solar PV car ports in the car parks, depending on the amount of kWh that the Council wished to generate.

3. Energy Footprint

Building	Gas kWh	Electric kWh	Total
Town Hall	81,169	10,000	91,169
Town Hall Annex	32,403	5,912	38,315
Swanage Information Centre	21,600	3,889	25,489
New Depot	17,916	17,279	35,195
Beach Gardens Pavilion	n/a	8,861	8,861
Shore Road Beach Huts and Toilets	n/a	11,631	11,631
Other Toilets	n/a	19,427	19,427
Total	153,088	76,999	230,087

It should be noted that the figures above do not exactly match the kWh figures presented in the Energy Footprint Report 2022. This is due to a range of reasons, one being that slightly different periods have been used between the two reports. However, figures remain reasonably consistent and do not affect the general approach in this proposed action plan. In addition, information for toilets in the above table has been extracted from an earlier report the Council undertook in 2021.

4. Actions to be taken

Phase	Electric KWH reduced	Gas KWH reduced	Total	Cost	Annual Saving
Baseline Energy Footprint - Buildings	76,999	153,088	230,087	-	-
Phase 1: Make buildings more efficient	-52,540	-	-52,540	£81,927	£13,512
Phase 2: Generate renewable energy	-94,188	-	-94,188	£199,636	£26,990
Phase 3: Decarbonise	51,029	-153,088	-102,059	£260,017	-£17,834
Total	-18,700	0	-18,700	£541,580	£22,668
Phase 4: Other opportunities (to be determined)	?	-	?	?	?

Note – assumes heat pumps will use 3 times less kWh equivalent than gas boilers.

5. Action Plan Timetable

A timetable can be found in Appendix 1. It should be noted that this timetable is indicative and may change depending on further industry advice, resolution of issues (see below) and funding.

6. Challenges and issues to be resolved

The action plan provides a high-level approach to delivering the energy improvements and decarbonisation ambitions of the Town Council. However, the following issues will need to be resolved:

- a. Solar PV may require planning permission, particularly, for the historic buildings, and it is not clear if all buildings, such as the Town Hall, would be able to support these systems.
- b. Heat pumps are relatively large and can be noisy. The noise can be mitigated, at increased cost, but their size could require additional space requirements, particularly in the Town Hall.
- c. The boiler system within the Town Hall is near the end of its life and needs replacing.
- d. Additional staff resources may be required to deliver the action plan.
- e. Taking on additional projects could be challenging, particularly ones funded through grants.
- f. Moving from gas boilers to electric heat pumps will see a complete removal of gas but an increase in electric consumption. As electric is a higher cost than gas, per kWh, this will see an increase in overall costs to the authority in terms of supplying heating 'like to for like'.
- g. Further measures such as insulation have not been considered but these may be relevant for some of the buildings to reduce energy consumption.

7. How to fund the action plan?

The total amount required to achieve the actions indicated here is £541,580. Currently an amount of £50,000 has been set aside in the capital budget for each of the following years 2023-24, 2024-25 and 2025-26 providing a total of £150,000. The remaining funding of

£391,580 will need to be found from revenue funding, capital reserves or through grants. It is assumed that this action plan will need to be reviewed at budget setting time in November 2023.

Officers will review available grants with SALIX being the primary mechanism. Based on previous experience, the completion of the necessary application form would require professional input and therefore additional funding will be required. The application process generally opens for a very short period and with very little warning, so it is a requirement to be pre-prepared. The dates of the next application are currently unknown, but it would seem prudent to assume October 2024. In addition it should be noted that grants will usually require a match fund of some amount from the local authority.

July 2023

See the draft Action Plan timetable below

Draft Indicative Action Plan Timetable for primary buildings

Phase	Action	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Annual saving	KWH Saved	Notes
1	Building Management System		£25,000					£3,676	24,500	
1	Lighting (LEDs)	£56,927						£9,836	28,040	
2	Solar Panels -Depot + Beach Gardens			£74,647	£54,825			£17,541	59,096	
2	Solar Panels – Beach Huts and toilets, TIC, Town Hall	£4,997				£65,167		£9,449	35,092	
3	Town Hall Heat Pump		£146,658					-£10,251	72059	Town Hall boilers are near end of life
3	Depot + TIC Heat Pump						£113,359	-£7,313	30000	
	Funding required	£61,924	£171,658	£74,647	£54,825	£65,167	£113,359	£22,938	248,787	
	Funding available	£50,000	£50,000	£50,000						
	Additional funding required	£11,924	£121,658	£24,647	£54,825	£65,167	£113,359			

Figures from CO2 Target report - October 2022 prices

Electric Vehicle Charging in Town Council Car Parks

1. Introduction

At the 23rd November 2022 Meeting of the Environment Committee, Councillors requested officers to investigate options around the installation of enhanced electric vehicle (EV) charging facilities in the Council's car parks.

A range of options have been considered and this briefing paper will provide a recommendation regarding a way forward, which, if successful, should see this work completed by spring 2024.

This briefing note was initially considered at the meeting of the Environment & Green Spaces Committee on 12th July 2023.

2. What facilities is the Council considering?

Ultimately, at some point in the next decade, it can be assumed that a good number of parking spaces will be required to be EV capable. This growth is likely to be incremental and the Council should consider a number of phases to the installation of machines. The first phase has taken place over the last 5 years with the installation of the 3 current Podpoint machines. We are now considering phase 2. Subsequent phases may take some years and there is of course a significant cost.

The Council has undertaken a feasibility study through a company called Joju which has provided a proposal along with a cost for the first phase of the installation of EV chargers. The work required will include the installation of three phase electric, appropriate underground cabling and procurement and installation of the machines. Joju are currently reviewing their proposal as additional information has resulted in them considering an enhanced level of facilities but to date this has not been received. It is understood that the proposal is reliant on receiving information from the DNO (Distribution Network Operator), which in the case for Swanage is SSEN.

However, the original proposal received from Joju is as follows:

- Main Beach Car Park – 6 EV sockets (22kw - 3 machines)
- North Beach Car Park – 4 EV sockets (22kw – 2 machines)
- Mermond Place Car Park – 4 EV sockets (22kw – 2 machines)

This will provide a total of 14 EV sockets.

Currently the council operates 3 charging machines (a total of 6 EV sockets) all of 7kwh. This type of machine is now considered to be relatively obsolete. While not yet confirmed it is likely that these older machines will be replaced by the new machines.

Joju have advised that the cost of the work above will be £74,000.

Joju's new proposal is anticipated to include a super-fast charger of 50kwh in both the Main Beach and Mermond Place car parks, but clearly at an increased cost to that set out above. They have also been asked to consider electric bike charging facilities, which along with safe bike storage would be a real asset to the town.

3. Options

A number of different procurement approaches are possible as follows:

	Option	Positives	Negatives
1.	Work directly with a procurement framework / private partner in which STC owns the machines and self funds	<p>This option will provide an income to cover the cost and may provide a surplus</p> <p>Could move to a different supplier at any time (but would be a cost)</p>	<p>Significant procurement exercise which will take some time and staff resources.</p> <p>STC may end up with different machines compared to the rest of Dorset and BCP (both of which use Mer machines)</p> <p>Risks such as machine obsolescence and maintenance will be significant</p> <p>Capital funding would be required to procure the machines and undertake the infrastructure work</p> <p>Would need to find additional capital investment funding as we look to grow the network for subsequent phases</p>
2.	Work through a procurement framework / private partner in which the machines are funded by that company	<p>Funded by partner</p> <p>Obsolescence risk mitigated as machines will be replaced and any network growth funded by partner</p>	<p>Procurement exercise which will take some time and staff resources.</p> <p>Uncertain whether Town Council can access government grants as they tend to go to higher tier authorities</p> <p>STC may end up with different machines compared to Dorset Would be tied into a supplier for most likely 15 years</p>
3.	Work in partnership with Dorset Council through their 'Charging Ahead' grant	<p>As 2 above but funded by DC and STC will be able to access professional support as the machines will provide a key component of DC's 'residential charging' objective</p>	<p>As 2 above but grant can be accessed through DC and Mer machines would be procured.</p>

4. Taking the proposal forward

- 4.1 The Environment Action Plan Working Party has met a few times in recent months to work through the details of the proposal and their recommendation is that the third option is taken forward.
- 4.2 Attached at Appendix 1 is the ‘Charging Ahead’ Information Pack from Dorset Council which provides more detail about the scheme. This is a draft document, and some details may change. The Working Party have met with the officer in Dorset Council who is leading on this scheme, and they have confirmed that the Swanage proposal would be a very strong contender for this grant, partly as it would go quite some way to supporting their strategy to increase residential access to EV charging points.
- 4.3 It is confirmed that there would be no cost to the Town Council.
- 4.4 The Town Council can expect a revenue share in return for hosting a charge point. This is based on each kWh of electricity used at the charge point (currently £0.014 per kWh). The usage rebate will average about £150 per year per charge point but is wholly dependent on usage.
- 4.5 The Charge point Operator (CPO) would set the charging price. The cost to use a Mer fast charger is 55p per kWh (Jan 2023) and 69p per kWh for rapid chargers. This is about average for public charging.
- 4.6 All charge points need to be accessible to all – parking bays will need to be extra wide for accessibility.

5. Timetable

- 5.1 If the recommended scheme was adopted for further consideration, it is anticipated that the following timetable might be achievable.

12 th July 2023	Confirm approach at Environment Committee
24 th July 2023	Approve at Full Council
August-October 2023	Liaise with partner to work up scheme
11 th October 2023	Present final proposal to Environment Committee
30 th October 2023	Approve final proposal at Full Council
January to March 2024	Partner installs machines
April 2024	Go live

6. Decision required

- 6.1 To consider the recommendation made by the Environment & Green Spaces Committee That officers work with Dorset Council and their supplier to develop a detailed proposal for Electric Vehicle charging points in the town’s car parks as per the ‘Charging Ahead’ scheme and report further to the autumn meeting of the Environment & Green Spaces Committee.

Culvin Milmer
Visitor Services and Business Development Manager

July 2023

Appendix 1: Charging Ahead Information Pack

Charging Ahead

Dorset Council's Public Residential Electric Vehicle
Chargepoint Scheme

Information Pack

March 2023



chargingahead@dorsetcouncil.gov.uk

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Scheme overview

Electric vehicles (EVs) are most conveniently and in many cases, most economically charged at home, but off-street parking, and therefore a home chargepoint, is not available to everyone. Around a third of households have no access to off-street parking and the County's many visitors rely on the public charging infrastructure. To improve local charging infrastructure, Dorset Council is offering Town and Parish Councils, and other community groups financial support, project management, and impartial advice to select and install publicly available chargepoints in their community.

Dorset Council can only legally install chargepoints on the highway or land owned by the authority. However, in many communities the best (safest, lowest cost, convenient for users) is on land owned by someone else such as a village hall, community centre or even public house. If you are one of these communities, then this guide is for you.

Experts in the field of electric vehicle charging often refer to a chicken and egg scenario when it comes to electric vehicles. In other words people will not consider buying an electric vehicle unless there is adequate public charging but on the other hand private sector funders are unwilling to invest in the infrastructure without electric vehicle ownership being at certain level. This represents a challenge for smaller communities especially in rural locations. Dorset Council and central government recognises this and so are making funding available for the installation of chargepoints in local communities.

Dorset Council is making grant funding available for the installation of electric vehicle chargepoints. Funding is from a mix of Office for Zero Emission Vehicles (OZEV), Dorset Council capital investment and private sector money. It means communities can get a fully funded chargepoint.

Eventually public chargepoints will need to be everywhere to enable households without access to off-street parking to make the inevitable switch to electric vehicles. It could be a while before chargepoints get much use in some locations so subsidising the installation costs for a chargepoint removes a lot of the risk to our chosen private sector chargepoint operator. Dorset Council have chosen Joju and their partner Mer to install and operate the chargepoints. Using a single nominated supplier provides more consistency across the Dorset network and enables us to build up a reliable, quality network. Dorset Council have chosen to work with Joju/Mer because they already successfully operate over 70 chargepoints in the county, their chargepoints are reliable and they have agreed to part fund the programme.

The scheme is only open to town and parish councils or community representatives who in most cases will take the lead on the project on behalf of the wider community, although we expect Dorset Council members to be involved too. Chargepoints should be placed in the best location for community use. This can be on the highway or public car park, community land like a village hall or in some cases private land like a public house. If the ideal place for a chargepoint is on the highway or Dorset Council land, then Dorset Council will lead on it, but we'll still engage with town and parish Councils.

For legal reasons the landowner or tenant of the land where the chargepoint is to be located will need to agree to the grant conditions and enter into a contract with our preferred supplier even if the project is led by the town or parish council. Applications made independently by third parties without community backing will not be accepted.

This document provides an overview of the Dorset Council grant scheme, and advice and resources to support town and parish council officers and Dorset Council members in making an application. The grant funding offer is on a first come first served basis, that said, there is sufficient funding for up to about 200 chargepoints around the county.

If your town/parish already has a Dorset Council sponsored chargepoint you don't need to worry about applying. Mer, the chargepoint operator will continue to fund additional chargepoints as demand unfolds.

Application assistance

This scheme is administered by Dorset Council's Transport Planning Team. The team offers impartial advice and guidance to applicants on the preparation of a chargepoint application. Contact them at chargingahead@dorsetcouncil.gov.uk

The Energy Saving Trust (EST) who administer various chargepoint funding schemes on behalf of the Office for Zero Emission Vehicles (OZEV) have a set of [best practice guides](#) which include guidance and case studies for local authority officers who are developing and managing public charging infrastructure networks. These cover procurement, positioning chargepoints, adopting parking policies and minimising costs of grid connections.

For an introduction to electric vehicles, charging and charging infrastructure, see EST's [Charging electric vehicles guide for consumers](#).

Summary of funding available

- As part of their Climate and Ecological Strategy, **Dorset Council is making £600k capital funding available, for improving the county's charging infrastructure.**
- The Office for Zero Emission Vehicles OZEV have set up a Local Electric Vehicle Infrastructure (LEVI) fund. Dorset Council have been made a pilot authority and awarded **£1m** to deliver charging infrastructure
- OZEV expect around 40% of electric vehicle chargepoint funding to come from the private sector i.e. the chargepoint operators. Dorset Council's nominated chargepoint operator (CPO) has agreed to fund up to 40% of the costs of chargepoints. The CPO also meet the energy supply, maintenance, and operating costs as well as any upgrades or costs incurred through damage for each chargepoint.
- Other funding – Dorset Council welcomes investment in chargepoints from other sources such as town and parish councils, local businesses, or even private individuals.

There is no theoretical limit to the amount of funding for a chargepoint. However, it would be unfair to other club members to fund a chargepoint at any cost, so we have set a general funding limit of £20k for a basic fast chargepoint. Chargepoints costing more will be considered on a case-by-case basis. Ease of connection to the distribution network has the biggest influence on cost. This includes distance from a connection point and the need to boost network capacity.

Costs covered by the grant include:

- Cost of unit/s
- Electrical components
- Civil engineering works
- Labour costs (for installation)
- Hardware costs
- VAT
- Site survey works
- Costs associated with planning applications

Costs NOT covered by the grant:

- Interest charges, bad debts, profits, entertaining
- Applicant's legal costs
- Applicant's project management costs
- Applicant's administration costs
- New/additional land required for the proposed infrastructure.
- Applicant's marketing costs

All back office, maintenance, and operational costs of the chargepoint will be met by the CPO. This includes any damage and wear and tear of the chargepoint. If the chargepoint requires upgrading during its lifetime this will be carried out by the CPO.

Profit Share

The profit margins for electric vehicle chargepoints are narrow, particularly at times when energy prices are very volatile. Investment costs for a single chargepoint are at least £8,000 and can be as high as £20,000+ depending on distribution network installation costs. Electricity dispensed by a public chargepoint is liable to 20% VAT.

Whilst individual chargepoints in good locations should eventually make money for the investor, the overall scheme is not expected to make a return on investment for many years – perhaps never. Local authorities and governments know that to combat climate change they need to encourage EV take up, and to do this they must invest in charging infrastructure.

The chargepoint applicant (the land or leaseholder) can expect a revenue share in return for hosting a chargepoint. This is based on each kWh of electricity used at the chargepoint (currently £0.014 per kWh). The usage rebate will average about £150 per year per chargepoint but is wholly dependent on usage. In some places a chargepoint could sit idle for several years until EV take up

reaches a tipping point. Dorset Council receive the revenue share where the chargepoint is on the highway or Dorset Council land.

Chargepoints have fixed revenue costs of £350-600 per year depending on chargepoint type (fast or rapid). These costs will be met by the CPO.

- Each chargepoint project should not exceed more than **£20k**. Applications exceeding this will be reviewed on a case-by-case basis
- Requesting a chargepoint is not a guarantee of chargepoint installation – there can be all sorts of factors that affect its feasibility. If a site is unfeasible for any reason, we will work with the local community to find a location that is. When requesting a chargepoint it's a good idea to have 2-3 possible options in mind
- Chargepoint funding will be broadly applied on a first come first served basis
- Demonstrating **value for money** and enhancement of the Dorset charging infrastructure network is key to securing chargepoint approval from Dorset Council

Project criteria

Projects eligible for funding must meet the following criteria for the overall project (table 1) and chargepoint locations. The costs that are eligible to be covered by this funding are detailed in table 2.

Table 1: DC project criteria

Project criteria	Guidance
Demonstrate off-street parking is not an option for residents where chargepoints are to be located	The Transport Planning Team can create maps indicating properties in the vicinity of the proposed chargepoint which do not have off-street parking. Google Maps Satellite View and Street View can be useful for presenting locations in the application form. Your local knowledge will be a good indicator too. If all households in your location have off-street parking your request will probably be turned down
Location will meet current or future demand	Encourage residents to request a chargepoint via Dorset Council's web site . This will be used to demonstrate demand for chargepoints.
Project costs should not exceed more than £20k for a 22kW fast charger	If your project exceeds this, Dorset Council will review on a case-by-case basis.
Projects should consider value for money.	Generally, a double headed 22kW fast charger is sufficient for most communities at least to begin with. The installer may decide to set up a new supply. The installer/operator will contact the Distribution Network Operator for a connection quote. Connection costs can sometimes still be high; consider alternative

	<p>sites if necessary. Dorset Council and the CPO will advise you on the best charger for your location and the number. Hosts are under no obligation to accept their advice, but this may affect the funding decision</p>
Highways Authority support	<p>If the best location for a chargepoint is on the highway, then Dorset Council will install the chargepoint. The same applies for localities with Dorset Council owned public car parks.</p>
A sound plan for project delivery within reasonable timescales (3-6 months) should be in place.	<p>Dorset Council will come up with a delivery plan with the installer and manage the project on your behalf, but you will need to tell us if there is any reason why the project might be delayed e.g. planned building works, ownership questions etc</p>
Land Ownership	<p>Dorset Council may require proof of landownership/tenure prior to going ahead. Installation maybe refused if landownership/tenure cannot be proven and/or if the site is deemed to be high risk e.g. a public house that has a history of frequently changing ownership or closure</p>
On-costs	<p>These costs will be met by the operator who will also advise you on whether a new supply to the chargepoint is required.</p>
Chargepoint ownership and revenue	<p>Chargepoints installed and funded via the LEVI programme are owned by the CPO for the 15-year duration of the Order Term. After that ownership will be transferred to the landowner/applicant who can decide what they want to do with the chargepoint beyond that. Options include continuing with the same CPO (this could be an opportunity to renegotiate terms), removing the chargepoint (this would be paid for by the CPO) or switching to another CPO.</p>
Electricity supply	<p>Electricity supplied to chargepoints must ideally come from 100% renewable sources. This includes renewable electricity that comes via the national grid. The CPO uses 100% renewable energy. The CPO may recommend putting in a separate supply for the chargepoint which will be funded via the scheme with energy costs/standing charges met by the CPO.</p>

	<p>If the CPO uses an existing supply the owner of the supply will be reimbursed by the CPO</p>
Chargepoint lifetime	<p>To qualify for the grant applicants need to guarantee as far as possible the chargepoint will operate for a minimum of 15 years as this is how long it can take to make a return on the investment. If the applicant can no longer host the chargepoint within the 15 years e.g. site sale, then there is a payback provision outlined in the Terms and Conditions of the contract with the CPO</p>
Chargepoint Types and Quantity	<p>One fast (22 kW) chargepoint (2 sockets) should be sufficient for most village locations until demand grows. The CPO will be monitoring chargepoint use – if adding more chargepoints makes commercial sense they will add these at their expense, subject to host/community agreement. Fast (7-22kW) chargers are generally seen as the best option for residential chargepoints where users can leave a vehicle for several hours to charge e.g. overnight. Rapid and ultra-rapid chargers maybe an option for some locations where on-route charging near a busy trunk road is an option. These chargers are up to 5x the cost of fast chargers to install, and this is reflected in higher charging tariffs. Higher use = higher revenue</p>
Town charging	<p>Dorset Council has already sponsored several chargepoints in the main towns around the County. These have been mostly funded by the CPO, Mer, who regard the locations as good commercial sites. Mer have said they will continue to increase chargepoints at these locations at their own expense in response to demand. An exclusivity agreement with Mer prevents Dorset Council installing chargepoints from other CPOs within 300m of existing locations. Town councils are not affected by this rule if they want to install their own chargepoints using a different CPO</p>
Legal requirements	<p>Dorset Council does not offer legal advice regarding chargepoints. Town and parish councils/applicants/hosts are advised to seek out their own legal advice if they have any concerns regarding the scheme and their commitments</p>

Accessibility	It's important that chargepoints are accessible for all. Each chargepoint requires a parking bay per socket. Ideally these should be extra wide to allow access. Wherever possible chargepoints should aim to conform to BSI PAS1899 recommendations .
Parking	The landowner/host needs to take responsibility for ensuring non-EV drivers/vehicles not charging don't block the charger for people who need it. Mer can impose overstay charges if required to encourage drivers to move on once charged. Each chargepoint will have a clear set of signs. If a chargepoint is on the highway Dorset Council has the option to apply for a Traffic Regulation Order which enables them to enforce parking restrictions.
Maintenance	The CPO will carry out routine maintenance and safety checks. The CPO is the first point of contact for any operational issues. If the chargepoint breaks the CPO will repair it. The CPO will also carry out repairs if the chargepoint is damaged or vandalised
Grant Payment	Grant payment will be made directly to the supplier by Dorset Council
Removal or relocation	Once installed the chargepoint will probably stay where it is for the duration of the order. If the host decides to relocate the chargepoint then they will be expected to meet the cost in most cases. At the end of the order term (15 years) there is an option to remove the chargepoint. The CPO will meet these costs

Other things you need to know

1. The main purpose of the scheme is to provide EV chargepoints for households with no access to off-street parking. Providing charging for visitors/tourist is important and helps the commercial viability but is not a primary objective.
2. Our view is that every village, town and/or settlement will need at least one public chargepoint by 2030
3. Funding is currently available to meet 100% of install costs in most cases but is on a first come first served basis. Its not a bottomless pot of money. There is no guarantee of funding beyond the LEVI scheme
4. The chargepoint must be accessible to the public 24/7 – chargepoints are part of a Dorset wide network - it's not just for the community in which its located
5. The grant is only available for chargepoints installed and operated by Dorset Council's nominated supplier. This is because we want to build a consistent, reliable network

6. The Chargepoint Operator (CPO) sets the charging price. The cost to use a Mer fast charger is 55p per kWh (Jan 2023) and 69p per kWh for rapid chargers. This is about average for public charging.
7. A chargepoint must be accessible to all – parking bays need to be extra wide for accessibility and there are other considerations too
8. Whoever hosts a chargepoint will need to accept the grant conditions and enter into an agreement with the installer/CPO. Dorset Council may carry out checks relating to land use and tenancy agreements.
9. Grant applications must be backed by the town or parish council even if the chargepoint is on the highway or third-party land.
10. OZEV have stipulated that all public chargepoints over 7kW must accept contactless payment i.e. a bank debit/credit card. The CPO also has a smart phone app available. The app is simple to use and has a number of benefits over and above using a bank card

There are some cheaper options out there. A basic chargepoint can be installed for under £1000 and there are apps that can help manage their use for a small fee. Dorset Council can offer further impartial advice should you wish to explore this option, but this option would need to be self-funded by the owner. A quick and easy option for some communities might be to use [Zap-Home Network - charging guide & cost \(zap-map.com\)](https://zap-map.com) or [Co Charger - Co Charger: Neighbourhood EV charger sharing made easy \(co-charger.com\)](https://co-charger.com)

Roles

Dorset Council: the Government's EV Infrastructure Strategy says one of the roles of local authorities is to: *Develop and deliver ambitious tailored local EV charging infrastructure strategies that provide scaled, commercially sustainable public charging provision.* In this context Dorset Council is delivering the Charging Ahead programme. The council's role is to issue grant funding to third parties, provide project support and ensure chargepoints are installed in the best locations. Once installed, Dorset Council will continue to work with the supplier to resolve any issues that may emerge.

Chargepoint Operator: part funding, management and administration of the chargepoint. This includes setting prices. It's the CPO users contact if the chargepoint isn't working or they have a query about the account. The CPO covers all operating costs. The Applicant/host enters into a contract with the CPO. The CPO is seeking a return on their investment.

Installer: helps to identify the best site and carry out a feasibility study. They will work with the Applicant to install the chargepoint. Where there is to be a new electricity supply they will work with the Distribution Network Operator and Mer's energy supplier, Bryt Energy during the installation process. The installer will continue with maintenance checks during the lifetime of the chargepoint and will carryout any repairs or replacements. Joju, the installer is in partnership with Mer but not owned by them.

Town and Parish Councils, Dorset Council Members and/or Community

Groups/Representatives: initiates the installation process by contacting Dorset Council in the first instance. They are the point of contact between Dorset Council and the Applicant/Host where the site is owned by a third party. The chargepoint should ideally have the support of the community it will serve.

Applicant/Host: the person or legal entity who hosts a chargepoint on their land or land they lease. The Applicant receives the grant and signs up to its terms and conditions and they also enter into a contract with the CPO making them liable for the site and meeting the terms and

conditions for the duration of the Order. The Applicant receives a revenue share and can decide what happens to the charge point at the end of the Order term. Private businesses

Application Process on Third Party (non-Dorset Council/highway) Sites

Dorset Council want to make the process as easy for Applicants as possible. We will manage the process from end to end and complete as much paperwork as possible. There are several legal documents that will need to be completed. These are necessary for the protection of all parties. All documents have been reviewed by Dorset Council's legal team but Applicants are advised to take independent advice before signing.

Communities should begin by identifying one or more possible chargepoint locations and nominate someone to manage the project /act as a single point of contact. The community's nominated person can contact Dorset Council by emailing chargingahead@dorsetcouncil.gov.uk This will start a dialogue that'll end up in the next stage which is a desktop feasibility study of one or more proposed sites. The feasibility study is carried out by the installer. It will contain information about chargepoint installation costs, whether a new meter connection is required, the type of charger recommended, and other information.

Based on the feasibility study the parties involved will decide whether to proceed. The main reason not to proceed is cost. If the installation costs are too high, we may need to look for another site. Assuming all parties wish to proceed the chargepoint host (the Applicant) will need to submit a grant application. DC will carry out any necessary checks, and assuming no problems, the Applicant will be asked to accept the grant conditions and sign something called a collateral warranty¹.

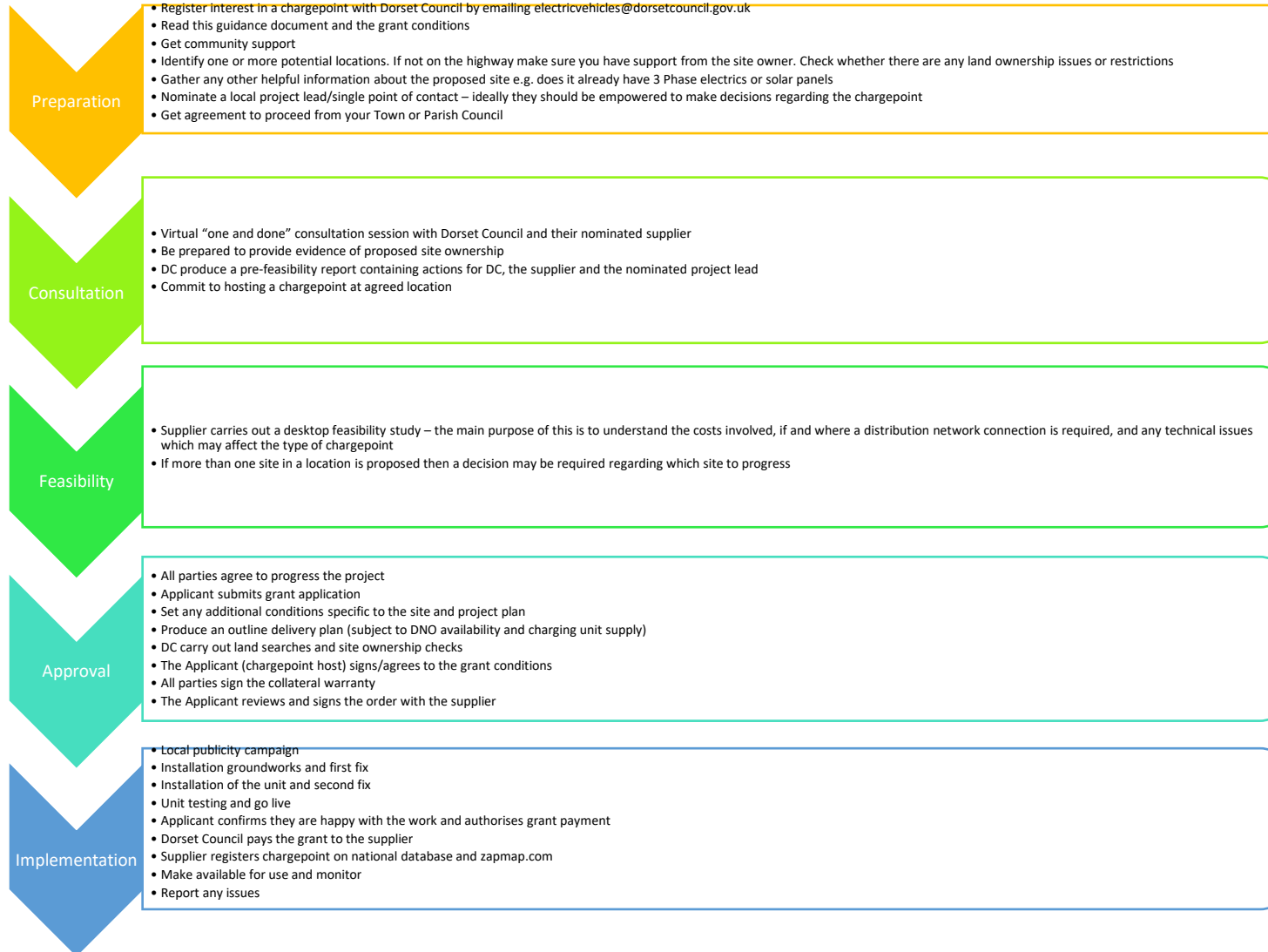
Once the grant application is accepted the Applicant can sign the Order with the CPO. The Order describes the arrangement you will have with the CPO over the lifetime of the project. It sets out certain guarantees regarding the chargepoint and the CPO. It is the Order that sets out a site plan for the chargepoint and describes what will be put in place. Only when the Order has been signed will installation commence. Once the chargepoint is installed and commissioned the Applicant needs to let Dorset Council know they are happy with the work. Only then will the grant be paid directly to the installer.

The installer will supply you with Risk Assessment Method Statement (RAMS) prior to the work commencing which will tell you how they will carry out the work safely. When the work is complete the installer will provide you with a *handover pack* detailing what works they have carried out and how they did it.

¹ Collateral warranty - is a document designed to give contract rights to another party with an interest in a building development, but who has no rights under the main client contract

Application Timeline

The timeline is dependent on several external bodies and can be affected by global supply chain issues.



Customer Types

- **Residential Charging:** The Charging Ahead scheme favours residential charging. Typically this is for EV owners without access to off-street parking who will charge their car at times when they aren't using it. Because a car can take several hours to charge, these users would want to leave their vehicle charging whilst they return home with a view to picking it up when it's ready. Low charging costs are important to this user group, so a *fast* charger is more appropriate. Overnight visitors fall into this category too.
- **Destination Charging:** although the scheme isn't really pitched at this type of users it's inevitable that this type of user will want to use local chargepoints. This user group want to charge their vehicle whilst carrying out some other type of activity such as visiting shops, pubs and restaurants, or going for a walk. Locations which get lots of tourist visitors would see this type of user. This user group can help the chargepoint be more viable.
- **On Route Charging:** The Charging Ahead scheme makes allowance for this user group. These EV drivers are generally on their way somewhere else or just need a quick top up so charging speed and convenience is more important than price. These chargepoints cost a lot more to install and need a lot more power so there needs to be a guarantee of high use and there needs to be sufficient grid capacity in the locality. They also cost more to use making them an expensive choice for residents who use them to charge regularly. However, their higher usage will generate more income for the host, and they may draw in people who will take advantage of local amenities whilst they're waiting for their vehicle to charge.

Chargepoint Location Guide

- **Identify current demand:** Dorset Council have created a tool for people to suggest a chargepoint location [Electric vehicle charge points in Dorset - Dorset Council](#). Record and respond to requests for chargepoints from residents without off-street parking. This can be used as evidence for demand as well as identify suitable locations. Conduct resident surveys and/or discuss as early as possible to ensure the chargepoints will be accepted. Residents will typically want to charge near their home, overnight, so ensure the chargepoints you propose are fit for purpose.
- **Think about future demand:** The number and location of EV users may change over time. Demand may be low to start with but by 2030 it's predicted a third of vehicles will be electric. Because of the planned ban on the sale of new internal combustion engine vehicles, it could mean that by 2040 there will be no internal combustion engine cars or vans on the road less than 10 years old. Even if the community resists the switch over there will be visitors with EVs who will want to charge their cars locally.
- **Consider resident priority:** If the location is not entirely residential, such as in a town centre or leisure centre car park, it will need to be demonstrated that residents will be the primary users and will be given priority access if needs be. This scheme is designed to fund residential chargepoints as opposed to destination chargepoints.
- **Consider accessibility:** Select locations with minimal street furniture to aid the grid connection process and accommodate both pedestrians and EV drivers. We are unable to install lamppost chargers in Dorset. Consider what the proposed location will be like on a dark, rainy, winter night – will people feel safe and be able to see what they are doing if using the chargepoint? Can they walk to it safely and easily? Responsibility for lighting and general site safety is the responsibility of the chargepoint host. Solar powered security lights offer an affordable, unobtrusive lighting solution.

- **Consider alternative locations:** Grid connection costs are highly variable so be prepared with alternative locations if these costs make some sites unfeasible. Even something simple like placing a cable under a road can add £1000s to the cost of installation.
- **Landlord agreement:** in some places the best site might not be owned by the town, parish, Dorset Council or be on the highway, so the landowner will need to apply and enter into a contract with the CPO. You will need to feel confident that a third-party site will continue to be available for the order term (15 years). Locations where land ownership is uncertain or high risk e.g. a pub with a history of frequent closure or change of hands, will need careful consideration.
- **Conservation Areas and Listed Buildings:** although chargepoints are generally considered permitted development under existing planning regulations, you may need to consider what visual impact the chargepoint will have on an area. You may need a special chargepoint more in keeping with a historic setting. These chargepoints are usually more expensive.
- **Ad hoc or random events:** the chargepoint needs to be available 24/7, 365 days of the year so if the site hosts frequent events that would make the chargepoint unusable it may not be eligible or ideal e.g. outside a church that hosts weddings and other ceremonies where a parked vehicle charging up would be in the way.

Receiving resident requests

Dorset Council often receives emails from residents requesting chargepoints or asking for advice on how to request one. People can log their request [here](#). This will support your application.

Downsides to hosting a chargepoint/possible issues

Hosting a chargepoint is an important decision. In the name of openness and transparency hosts may want to be aware of the following:

1. Parking can be a contentious issue at some sites – adding a chargepoint that may not get a lot of use in the beginning may create issues. The host will have to take responsibility for sorting out its own parking issues. Traffic regulation orders can be applied to chargepoints on the highway but enforcing them is often not practical.
2. The CPO set the charging price – as a rough guide, the cost of public chargepoint electricity at a fast charger is about twice the price of charging at home if that option is available.
3. An exclusivity clause in the contract means a site cannot be host another company's chargepoint. However, the CPO may be happy to take over an existing chargepoint.
4. There are options for lower cost installs, that if done right could make the host more money than the proposed energy usage rebate, or even allow you to offer lower cost charging for residents – but you need to know what you are doing. It's a high-risk business. Dorset Council only offers grant funding for chargepoints installed and operated by their nominated chargepoint operator.
5. Lead times – supply chain issues can mean it takes 3-12 months to get a chargepoint installed.
6. Using solar panels to charge up – whilst it makes sense to use solar power if available it's not always very practical. Electric vehicles usually draw more power than can be generated by solar panels plus the sun doesn't shine all the time. Funding for solar panels is not offered through the Charging Ahead scheme.

Application documents

<p>1. Charging Ahead Grant Application</p>	<p>Completed by the chargepoint host once there has been a discussion about the site, a feasibility study carried out by Joju, any necessary checks undertaken, and all parties have agreed to go ahead.</p>
<p>2. Charging Ahead Grant Terms and Conditions:</p>	<p>Completed by the chargepoint host confirming they will meet the terms and conditions if they accept the grant.</p>
<p>3. Collateral Warranty</p>	<p>An agreement between Dorset Council, Joju (the Installer) and the Applicant. A collateral warranty is a supporting document to the Order placed by the Applicant with the installer because an agreement needs to be put in place that includes Dorset Council as well as the installer. It provides Dorset Council, as a part funder, with a guarantee that the other parties have fulfilled their duties under the installation contract (the Order).</p> <p>Collateral warranty contains obligations that affect the installer and the host, such as using materials of an appropriate quality, and carrying out work in a professional, workmanlike manner. It can also provide the third-party contractual rights enabling it to claim for losses which would not otherwise be recoverable.</p>
<p>4. Form of Grant Payment Request</p>	<p>Confirmation from Dorset Council to the applicant of the grant amount and payment terms</p>
<p>5. Order Form</p>	<p>A legally binding license agreement between the Applicant and Joju/Mer. The Applicant is agreeing to a chargepoint being installed on their site and operated by Mer.</p>

Applicants are advised to read all the above carefully and if necessary seek independent legal advice before signing.

Dorset Council may need to see evidence of landownership and that the project has the necessary consents.

Scenarios – application examples

1. **Chargepoint on the highway or Dorset Council land** – DC will engage with the community but once agreed DC will take care of everything.
2. **Chargepoint on town or parish council owned/leased land** – the town or parish will lead on this. They will need to ensure they have the necessary permissions/agreements to install a chargepoint. The contract agreement will be between the Town/Parish and the installer CPO. The Town/Parish signs up to the grant agreement/conditions.
3. **Chargepoint on private community land** – the Town or Parish will still need to lead on this and secure agreement to host from the landowner. The landowner/host will be the main Applicant – they will sign up to the grant agreement and conditions with Dorset Council, and the contract will be between the host and the supplier.

Included in the Application

Most of this work will be carried out by a Dorset Council project officer and/or the Installer by working with the Applicant/host community.

- Project plans should include:
 - Detailed **budget breakdown**. This should include DNO, installation, survey and hardware costs per site, at a minimum.
 - A timeline – an estimate of when will your project start and end
 - **Risks** – identify any risks that might affect the project and chargepoint use
 - The specifics of any **parking restrictions**. Parking restrictions with a maximum stay time of 3-4 hours will be considered too short. Locked gates that restrict access to the site will mean your application will not be considered.
 - Reassurance that drivers from outside the community will be easily able to find, access and use the chargepoint.
 - Justification for choosing the specific chargepoint type – fast, rapid, ultra-rapid
- As well as getting a **grid connection** quote from the distribution network operator (DNO), we may also get quotes from independent DNOs (IDNOs) and independent connection providers (ICPs). This can sometimes speed up the process but comes at a cost (to the funders) and may require planning permission.
- Consider both public and resident access to chargepoints. In some locations a Traffic Regulation Order (**TRO**) may be required to ensure fair use. If so, this can be built into the project budget.
- **Once up and running** the applicant will need to take responsibility for contract management with the CPO and make sure the chargepoint is used correctly and, for example, avoids being

ICEd (when an internal combustion engine vehicle parks in the spot thus preventing EV users from charging).

Grant Claiming Process

If your project is approved by Dorset Council, you can assume you will receive funding for the project and that Dorset Council will transfer the grant funding directly to the supplier on the assumption that the project will be completed according to any conditions set.

Failure to comply with the grant conditions and/or the Order Terms could result in repayment to Dorset Council and the CPO of part, or all, of the funding.

And Finally...

The Charging Ahead programme maybe a one-off opportunity for communities to get a community asset at no cost that could be in use for many years. Dorset Council want to support communities to install these important assets and want to do their utmost to make it easy for them to install and host them.

Resources

Useful Resources

1. [Electric vehicle charge points in Dorset - Dorset Council](#)
2. [Public Charging Stations | Local Authorities | Mer UK](#)
3. [Public Sector Electric Vehicle \(EV\) Charging Projects - Joju Solar](#)
4. [Taking charge: the electric vehicle infrastructure strategy \(publishing.service.gov.uk\)](#)
5. [PAS-1899 | BSI \(bsigroup.com\)](#) – accessibility standards for public chargepoint infrastructure
6. [‘Procuring electric vehicle charging infrastructure as a local authority’](#) report, September 2019
7. [Local Electric Vehicle Infrastructure scheme - Energy Saving Trust](#)
8. [‘Positioning chargepoints and adapting parking policies for electric vehicles’](#) report, August 2019
9. [‘Minimising the costs of street works and grid connections for electric vehicle charging infrastructure’](#) report, August 2019
10. [Charging electric vehicles guide for consumers, 2019](#): Includes public infrastructure and charging etiquette.
11. [Blog post, June 2019](#): Outlines the scheme and presents two case studies (Portsmouth and Cranbrook & Sissinghurst Parish).
12. [On-street charging: case studies and funding and On-street charging: strategies and solutions, webinars](#), May 2020: Presentations with Q&A, recordings available.
13. [Webinar and Q&A, 2019: 1.5hr](#) presentation including two case studies (West Suffolk and South Tyneside).

14. [Councils in charge: Making the case for electric charging investment](#), August 2019: Created in partnership with the Local Government Association. See page 12-14 for case studies on Go Ultra Low Oxford and Greater Manchester.

Further reading

15. [EVSE Procurement Guide, 2019](#): Comprehensive procurement guide covering locations, products, pricing, billing structures and more. See pages 49-54 for a comprehensive glossary.
16. [Low CVP 'Good Practice Guide: Local Measures to Encourage the Uptake of Low Emission Vehicles'](#), 2015: Policy and traffic measures examples for EVs.
17. [Orkney Renewable Energy Forum and Electric Vehicle Association of Scotland 'Electric Vehicle Charging Infrastructure: A Design Guide'](#), 2016: Information on charging bay layouts and publicising and enforcing the EV bays.
18. [Western Power Network 'A guide on electric vehicle charging and DNO engagement for local authorities'](#): Information on connecting chargepoints to the grid from a DNO, including timeframe and cost estimates. Similar guides are produced by other DNOs.
19. [Renewable Energy Association 'Taking charge: How Local Authorities can champion electric vehicles'](#), June 2018: A guide on tax, grants and good practice. See pages 6-7 for an overview of ORCS and a case study on the North East Combined Authority. See page 23 for a one-page summary of ideas to support EV development.

Dorset Police Proposals for Operation of Police Counter Services from Town Hall Annexe

At the public meeting held on 12th June 2023 at Swanage Methodist Church, the Police and Crime Commissioner for Dorset made a pledge to reopen the police counter service at the Town Hall Annexe.

It has now been confirmed that this will re-open on a trial basis two days a week, between 9.30 and 3.30 on Mondays and Fridays. This will be operated by a Counter Services Station Desk Officer, so that the range of services provided will be greater than when the office was previously open pre-pandemic. It is currently planned that the office will open in early August.

This is similar to a trial re-opening at Lyme Regis, also two days a week. A news item about this from the Lyme Regis Town Council website can be found via this link <https://www.lymeregistowncouncil.gov.uk/news-article/lyme-regis-police-station-opens-its-doors-to-the-public-once-again>

The re-opening will follow some minor improvement works to the counter, at a cost of up to £1,000. To date, the Town Council has not been asked to contribute towards that cost.

The Town Council will not be making any immediate changes to the way that it offers its reception services. These remain available to those who make contact by e-mail or telephone and/or ring the Town Hall doorbell. The Information Centre also provides a seven-day point of contact for Town Council services. A vacancy for a receptionist post is currently being advertised and it is anticipated that the future of the Town Council's reception services will be reviewed by the Communications Working Party in coming weeks.

Martin Ayres and Niki Clark
Town Clerk and Planning & Community Engagement Manager

July 2023

Railway Ticket Office Closure Consultation – Draft PTAG Response

Purbeck Transport Action Group comprises representatives from Parish and Town Councils, as well as all transport modes (including the Purbeck Community Rail Partnership, bus companies and cycling groups). In common with other area Transport Action Groups it is supported by Dorset Council, but acts as an independent consultation forum, providing liaison between local bodies and DC, as well as rail and bus operators.

1. 'Modernisation' will simply appear as a pretext for cost-cutting. The presence of staff is an important reassurance, as are safe, comfortable places to wait, particularly when services are disrupted and online information is not updated. Local staff are more capable of obtaining accurate information and giving helpful advice.
2. The first priority should be to simplify the ridiculously complicated ticketing system, which penalises the customer and must cost the railway companies a great deal to operate. No closures, or reduced opening hours should be considered while this unmanageable system is in place.
3. The proposal to close all ticket offices will not benefit the customer in any way and will disadvantage the substantial proportion of people who do not have, or use, a smart phone or computer to buy tickets.
4. The population in Purbeck tends towards the older, less technically inclined and there are also significant areas where mobile phone coverage is poor and the use of smart phones is difficult, or impossible.
5. For very many people, particularly visitors to the area, ticket offices are an important source of information on rail travel in general, even when they buy their tickets online or from a machine. A good FAQ resource or advice line, preferably interacting with on-train, or station staff should be available.
6. Ticket offices are also used for obtaining refunds and other services, such as booking bicycles. The online options are not usually as effective as a face to face interaction.
7. In principle the idea of staff presence on station platforms would be welcome, however, there is little or no confidence that the promised staff assistance on the platform will continue to be available in the future.
8. The availability of facilities such as toilets and litter bins is dependent on the staff and is a major factor in travel decisions, particularly for the disabled. The safety of both staff and passengers should be a primary consideration.

Stakeholder document, dated: 18th July 2023
Ref: TJF.538.23,

PROPOSED TEMPORARY CLOSURE OF HIGH STREET, SWANAGE

I have received an application from Dorset Councils Flood & Coastal Erosion Risk Management Team to close High Street, Swanage between Seymer Road and Encombe Road (in both directions), a distance of approximately 80 metres. The closure has been requested to allow Dorset Councils Flood & Coastal Erosion Risk Management Team to undertake a summer season trial. This closure works are programmed to commence from 17th August 2023 until 22nd August 2023.

Dorset Councils Flood & Coastal Erosion Risk Management Team will publicise the road closure in a number of ways: they will place information boards on the road in this area to inform the travelling public of the works; they will carry out a letter drop to local residents directly affected by the works; and they will sign a vehicular diversion route using the local road network. The following map shows the extent of the closure and the diversion route.

This document is for information only, however if you have any concerns about this proposal, please contact Tom Faulkner, (trafficteam@dorsetcouncil.gov.uk) by 1st August 2023.



View all roadworks in your area - dorsetcouncil.gov.uk/roadworks-events