

Committee(s): Policy, Resource and Economic Development	Date: 11 th September 2019
Subject: Development of a Local Green Agenda	Wards Affected: All
Report of: Greg Campbell – Director of Operations	Public Report
Report Authors: Greg Campbell – Director of Operations Telephone: 01277 312500 E-mail: greg.campbell@brentwood.gov.uk	For Information/ For Decision

Summary

This report moves forward the recommendations of the PRED Committee held on the 10th July 2019 Min 114 refers, which agreed to report back to this committee the:

- (i) use of lighting solutions to save energy & money in council buildings
- (ii) installation options on car charging points at council owned properties
- (iii) what green focused businesses are in the borough
- (iv) how we reduce non-recyclable plastic use.

Work on the above 4 items has progressed. This report contains information on these matters, next steps and recommendations.

Recommendation(s)

Members are asked to:

- To note the report and that ongoing work regarding the lighting solutions and Green Businesses will be reported as and when necessary to the appropriate committees.
- That the recommendations to reduce single use plastics by Brentwood Borough Council will be implemented.
- That following procurement, delegated Authority be given to the Interim Chief Executive and S151 Officer in consultation with the Chair, Vice Chair of the PRED Committee and Leader of the Council to:

approve a provider of a pilot scheme to introduce electronic vehicle (EV) chargers to the Town Hall Car parks based on delivery option 2 or 3 para 18 which will also include the delivery of a feasibility study to consider the delivery of EV charging points across the borough

Main Report

Introduction and Background

1. The following report covers four areas the PRED Committee agreed to move forward with at its meeting on the 10th July, Min 114 refers.

The four areas approved to consider where:

- (i) use of lighting solutions to save energy & money in council buildings
 - (ii) installation options on car charging points at council owned properties
 - (iii) what green focused businesses are in the borough
 - (iv) how we reduce non-recyclable plastic use
2. The report is broken into four distinct sections as identified within the report.

Use of Lighting solutions to save energy and money in council buildings.

3. Officers have engaged, free of charge, the services of a partner organisation utilising the social value aspect of an existing contract to investigate and report options around the use of energy efficient lighting systems within the Council's corporate building stock.
4. When this work is complete a report detailing the buildings that may benefit from improvements and the benefits in terms of energy consumption and cost savings this may present will be tabled to a future committee.

Installation options for car charging points at Council owned properties.

5. Recent information gathered has indicated the following:
 - That home and at work charging will be the main areas consumers will charge their electronic vehicles (EV) in the future.
 - At present the home (including on street and off street) and work equate to 87% of the market with predictions of 82% in 2028. (The reduction is due to an increase in 'Destination Charging – see below)
 - The biggest growth area in this market is the proposed increase in 'at work' charging from 6% in 2019 to 22% in 2028
 - The other two areas where EV Charging occurs as identified by UK Power Networks include 'En-route' which remains static at 8% and 'Destination' charging rising from 4% to 9% by 2028.

- ‘En-route’ charging is identified as traditional petrol forecourts on major road networks whereas ‘Destination’ charging is considered as public or shopping car parks or leisure centres for example.

(The UK Power Networks Diagram at Appendix A supports this information)

6. The direction of the market seems to dictate that advancements in technology will result in fewer consumers charging their EV’s when on short journeys. Consumers are likely, it is understood, charge their EV at home overnight or during working hours where the car is static for long periods of time. Something the industry refer to as ‘Dwell’ time. This allows for full charging at low cost
7. Brentwood is not considered by those in the industry we have spoken to as a long-haul i.e. ‘En Route’ or ‘Destination’ place and therefore the need for consumers to fill up their EV as they travel through Brentwood is less likely.
8. The information gathered from UK Power indicates that ‘Destination’ charging is not necessarily a major requirement of the consumer at present. However, in the future there will be a need as you would have noticed from Appendix A that the requirement increases by 5% over the next five years. Therefore, provision will be needed but it does not appear a priority at this point in time.
9. Therefore, the area of most opportunity which lends itself to the Brentwood locality is ‘home’ and ‘work’ charging.
10. The market for home charging and work charging has generally focused on providing ‘Fast Charging’ which takes 3 to 5 hours to charge a battery to 80%.
11. The alternative to ‘Fast Charging’ is ‘Rapid Charging’ which takes 30 mins to 1 hour and is generally considered as an option for En-Route charging where there is more of a need to charge EV’s quickly. However, this is more difficult to install, more costly and generally associated to commercial forecourts. At present there are fewer EV’s that can take this type of rapid charge
12. From the information gathered it appears there are three areas the Council could assist with the introduction of EV Chargers. These are work, destination and on street home parking.
13. In order to test the market and begin to realise the benefits the Council has spoken to a number of companies and engaged in discussions with other Councils who have or are seeking to introduce EV Charging points.
14. An initial question from discussions was where to site these EV Chargers to pilot and understand their take up and value?

15. Following the information gathered it appears home and work will be the priority.
16. Following a quick review of sites, the Council own it appeared we had one with both mixed use of residential and work. Therefore, it became apparent that an obvious location to pilot this scheme would be the new Town Hall Car Parks. Any scheme developed here could be run as a pilot and future scheme at other sites could then be worked up on this basis.

Who and how will EV Charges be provided?

17. There are many providers of both EV Charging information, the service and installation of the equipment in what is a very fierce market.
18. Following investigations with Braintree District Council, City of London, Southend Council, UK Power, private companies such as Electric Blue, BP, Connectedkerb and Chargemaster it appears there are three main options available to Brentwood Borough Council which are basically:
 - i. Own and install equipment with third party running charging function
 - ii. Lease spaces to third party who install, retain ownership and run the charging function.
 - iii. Brentwood Council own equipment but installed by third party who also run the charging function
19. Please note the common thread is that a third party will run the charging function on behalf of Brentwood Council.
20. More in-depth analysis of these options are included in Appendix B
21. Consideration of introducing EV Chargers is at this point a pilot at a location owned by Brentwood Borough Council where parking will be a premium. It is therefore considered that on this occasion Option 2 or 3 would be the preferential method of provision as overall these options reduce the risk. It relies on third parties with expertise from them to implement the systems.
22. When and if a wider borough roll out is consider at a later date then all options in 1 to 3 in Appendix B plus any other options would be considered.

Financial Information

23. The Council has held discussions with one particular company who have provided information and detailed a scheme to deliver an infrastructure for future growth and the delivery of up to 16 chargers for residents and employees in the North and South Car Parks at the New Town Hall based on Option3 Appendix B. This has provided the Council with valuable information in the delivery costs associated to such a scheme.
24. The full detail of the scheme still require refinement and discussion. However, the scheme will include an application to the Office for Low Emissions Vehicles (OLEV) which if successful would contribute/fund up to 75% of the installation
25. Based on the information provided an initial cost to install 16 chargers and infrastructure would be around £15,000 should an application to OLEV be successful.
26. The scheme is based on a profit share and has generated £1,000 per charger at other sites based on a 20% use per annum.
29. However, there are annual costs to the Council that would support maintenance and the back-office charging at a cost of £500 per annum per Charging point which if based on 8 pairs would be £4,000
30. Therefore, if chargers were used for 20% of the time an overall revenue of £4,000 per annum could be achieved
31. This quote was based on the installation of 'Fast EV Charges' rather than 'Rapid Charges' as the market in the Brentwood area leans itself to this use. The development at the Town Hall would be for residential use.
32. The Council has also been approached by Housing Services to consider EV Charging points for their residents' use. At this point it would be difficult to deliver on street parking quickly as it will be more complicated, requiring detailed information and consultation to work up a business case. However, there is an opportunity to consider EV Charging points at some of our larger residential blocks. Therefore, if the Council agree to the development of a feasibility study this would consider on street charging and identify the best way forward.

33. If the pilot is agreed the next step in the development of EV Chargers would be for the Council to consider a strategic approach to deliver EV Charges across the Borough. This approach would consider all delivery options available. It is therefore proposed that a feasibility study be undertaken to identify a future strategy and potential roll out. This feasibility study could incorporate 'on street' EV Charging points including Council owned Housing.
34. The Council has obtained information and a cost to undertake such a feasibility study at £2,250. However, it is understood there may be opportunities to obtain a more competitive quote if tied in with the provider of the Pilot Scheme
35. In order to secure the most cost effective opportunity for the Council it is recommended that a procurement exercise be undertaken which will enable the consideration of delivery options 2 or 3 before committing to a provider of the pilot, which will also consider any added on benefits such as a feasibility study.

Recommendation

36. That following procurement, delegated Authority be given to the Interim Chief Executive and S151 Officer in consultation with the Chair, Vice Chair of the PRED Committee and Leader of the Council to:
 - approve a provider of a pilot scheme to introduce electronic vehicle (EV) chargers to the Town Hall Car parks based on delivery option 2 or 3 para 18 which will also include the delivery of a feasibility study to consider the delivery of EV charging points across the borough

Next Steps

- Undertake the appropriate procurement to deliver the Pilot scheme
- Investigate the options to deliver a feasibility study

What Green Focused businesses are in the Borough

37. There is growing interest from government to develop green industries to address challenges of environmental sustainability. One problem that immediately arises when trying to define green industries is that it is not straightforward to identify companies within this emerging sector.
38. For the purposes of this report, we have searched the Mint UK database for companies trading in Brentwood that fall within the following categories:
 - environment (including waste management, recycling, pollution control, and environmental consultancy)

- renewable energy (such as geothermal, hydro, and wave energy products and services)
- low carbon (comprising goods and services which reduce emissions from transport and construction, nuclear energy, energy management, carbon capture, and carbon finance)

39. We have identified over 30 businesses across the borough involved in activities that match the criteria above. Refer to Appendix C for more detailed information.

Low Carbon Across the South East - LoCASE

40. Low Carbon Across the South East (LoCASE) was an EU funded project set up to help businesses tackle and adapt to climate change by reducing their CO2 emissions. The grant scheme ran from Spring 2016 to Spring 2019. Grants of up to £20,000 were available to small and medium sized businesses in the South East, including Essex, Kent and East Sussex.

41. LoCASE grants formed up to 40% of the cost of eligible projects, with the remainder matched by the businesses. Grants could be used toward having energy efficiency measures installed for business use, including both the cost of materials or equipment and any installation. Projects which saved on fuel/mileage were also acceptable.

41. Businesses offering low carbon (or “green”) goods or services were eligible for a business development grant to claim against costs such as marketing, consultancy, equipment, IT software, product/process development, accreditation and certification. To be eligible for support, SME businesses needed to meet the following criteria:

- Employ 250 (FTE) employees or less
- Have an annual turnover of £44M or less and an annual balance sheet of £38M or less
- Not have received more than approximately £180,000 of state aid in the last three years
- Must be registered and operating in the counties of Kent, Essex, or East Sussex.

42. As an example, Calcott Hall received a £3,000 LoCASE grant in 2017 to replace their 15-year-old sodium lighting with LED lights that not only generated energy savings and reduced carbon emissions but also created better lighting to showcase their products. They were signposted to the grant opportunity by Brentwood Borough Council.

43. A second round of LoCASE funding will be released in late 2019/early 2020.

44. A full list of Brentwood-based businesses who were awarded LoCASE grants is contained in Appendix D

45. How can we reduce the use of non-recyclable plastic?

46. The Council was asked to consider how it would reduce the use of non-recyclable plastics. In doing so we considered.

Current contracts

47. It is recommended that at contract management meetings, the companies we work with are made aware of our aim and asked to explore how they can assist to make this happen.

Lower value/ad hoc purchases

48. Purchases for goods and services that are made outside of a formal contract are made by department officers. This, and the ad hoc purchases on corporate procurement cards will have to be dealt with by ensuring purchasers within departments are aware of the Council's policy.

49. If necessary, officers should find alternative suppliers that provide eco-friendly products and packaging.

50. If the council does switch to alternative non plastic purchases, it would have an impact on budgets, generally negatively, which at present cannot be quantified?

New procurements

51. For new procurements the following is recommended:

52. We will need to include a question within the evaluation criteria, asking for the bidders' policy around and use of single use plastic. This question will have to be scored and can be weighted heavily if required.

- The requirement to reduce plastic use can be added to the Council's Standard Terms and Conditions, which form part of the Tender Pack.
- When the Council has a Policy in place this can be included in the Tender Pack to emphasise the importance of this issue and for all bidders to read before submitting their bids.

East of England Local Government Association Toolkit

53. Civil Service Local Initiative have a [toolkit](#) available to Members on Request which educates and publicises why and how to reduce the use of single use plastics. It is being used to

- Raise awareness and champion the reduction of single use plastic within the Civil Service
- Inform why avoid plastic and
- what can we do?

54. It is intended to roll this out and publicise the toolkit across the Council.

Community Events

55. If agreeable information in our Terms and Conditions for the Council's Community Events will give preference to those that are not using single use plastic. This will be targeted at the food and drink operators and ask them to demonstrate how they are reducing single use plastic i.e. use paper cups rather than plastic and inform them that 'The Council is keen to reduce the use of single use plastic at our events so please indicate how your business can support this objective?'

The Council will also consider:

- waste generated at the events and how this is collected for recycling
- During events allocate bins for glass, for recycling plastic and biodegradables
- Encourage people to bring their own reusable water bottles
- If possible, we could offer a refill point (although most of our events are in fields with no direct access to water)

Community Hall Buildings

The following is suggested:

- Hutton Community Centre – liaise with tenants on how they can reduce their single use plastic usage.
- Other community halls (currently managed by Brentwood Leisure Trust) - the Council include a clause into any new lease as to how they will reduce the use of single use plastics. It would be requested that this could also be

factored into the T&Cs of booking rooms so that this message is re-enforced.

Renewables for parks

56. The Council to review the requirements and cost to achieve a 'Green Flag Award.
57. The Green Flag Award® scheme recognises and rewards well managed parks and green spaces, setting the benchmark standard for the management of recreational outdoor spaces across the United Kingdom and around the world

King George's Playing Field

For Information:

- The Splash Pad option for the new KGPF improvements minimises water usage by recirculation of water for this activity
 - The building will be more energy efficient and effective than the current pavilion
58. The recommendations within sections 6 and 7 of this report be noted and implemented.

Reasons for Recommendation

59. This will develop the Councils Green agenda and work towards reducing effects on the environment, CO2 emissions and the climate.

Consultation

60. Consultation with various professional groups, other local authorities and user groups as well as industry providers have been taken. Further consultation will be required as some of the different schemes are worked up.

References to Corporate Plan

61. Support economic growth and sustainable development
62. Consider how Council assets can be utilised to promote sustainable development in the Borough.
63. Implement a planning framework to guide and enable infrastructure delivery.

Implications

Financial Implications

Name & Title: Phoebe Barnes, Corporate Finance Manager

Tel & Email: 01277 312839/phoebe.barnes@brentwood.gov.uk

64. Financial implications have been set out in the main body of the report by officers.
65. Lighting Solutions, costs of replacing lights should be managed within existing budgets of the services. Any costs pressures will need to be reviewed alongside the budget monitoring process and reported accordingly.
66. Charging Points, there is no specific budget for a feasibility study within the service area. If members decide to proceed, the expenditure would be funded from reserves, if it cannot be managed with existing budgets at year end.
67. Equipment Costs need to be established through procurement exercise. The Council would need to fund 25% of the installation costs. The project is only financially viable if external funding is secured. If no funding is secured, the Council would need to fund 100% of the costs. Either way, the current projections ensure that only the revenue costs are covered by the income generated. Any excess income generated would be attributed to repaying the capital expenditure.
68. Maintenance and future running costs also need to be taken into consideration for the charging points. The costs and projected income would need to be built into the Medium-Term Financial Plan forecasts.
69. Currently there is no specific budgets available for this pilot scheme. If members decide to go ahead with the scheme, the cost of installation would need to be part of a growth bid for the 2020-21 capital programme. Any revenue pressures from this project would have to be funded from reserve or alternatively managed and planned as part of the 2020/21 Budget setting cycle.
70. Non recycled plastics, purchasing alternative goods through procurement exercises will need to be managed within existing budgets by budget holders.
71. Community Halls, resources and costs will need to be considered to implement the suggestions within the report.

72. Green Flag award, this will need to be considered as part of the future budget setting process, which could potentially cause future pressures.

Legal Implications

Name & Title: Paula Harvey, Corporate Governance Solicitor & Deputy Monitoring Officer

Tel & Email: 01277 312705/paula.harvey@brentwood.gov.uk

71. The recommendations outlined in this report are lawful and within the Council's powers and duties.
72. Any procurement exercise must be carried out in compliance with EU directives, UK procurement regulations and the Council's Constitution.
73. All agreements for services must be in a form approved by Legal Services.

Economic Implications

Name & Title: Phil Drane, Director of Strategic Planning

Tel & Email: 01277 312610/philip.drane@brentwood.gov.uk

74. The economic implications are contained within the report.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

75. The impact of any changes or recommendations will consider other activities to manage as part of the ongoing process and development of schemes

Background Papers (include their location and identify whether any are exempt or protected by copyright)

EV Charging Presentation

Appendices to this report

Appendix A - UK Power Networks, Understanding the Charging Segments Forecast

Appendix B - Different options available to provide Electric Vehicle Charges

Appendix C - Green businesses trading in the borough

Appendix D - Brentwood businesses who received LoCASE grants (2016-19)

