

# Climate Change Action Plan Update

## Strategy & Resources Committee Tuesday, 6 July 2021

Report of: Executive Head of Corporate Resources

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Purpose: For information and decision

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Publication status: Open

Wards affected: All

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### Executive summary:

- This report and its Appendices contain updates on the Council's climate change action plan, since its adoption in November 2020.
  - The report also asks Members to confirm how they would like Officers to proceed with installation of electric vehicle (EV) chargepoints in the Council's car parks.
  - Further, Members have an opportunity to review the future arrangements for Climate Change Task and Finish Group.
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**This report supports the Council's priority of:** Becoming a greener, more sustainable District

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### Recommendation to Committee:

'A' - That the Committee notes the contents of this report and Appendix A regarding progress against the Climate Change Action Plan.

- 'B' - That the committee adopt either Option 1,2, 3 or 4 listed in Section 3.8, regarding how the Council should proceed with the potential installation of electric vehicle chargepoints in its car parks.
- 'C' – Adopt either option 1 or 2, regarding the continuation of the Climate Change Task and Finish Group, and whether this is the most appropriate title for the group.
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## **Reason for recommendations:**

- 'A' – The key aim of this report is to provide Members with an update on the Council's first, and initial, version of its [Climate Change Action Plan](#) (henceforth 'Action Plan').
- 'B' – The scoping and installation of EV chargepoints are actions listed in the Council's [Strategic Plan](#), and the Council's Action Plan. Officers now possess further information since November 2020, and given the nature of this action, would like to invite Members to confirm how they would like to proceed, in principle, with this action. In essence this recommendation asks Members to approve, or not, further work on this action. Members have been asked due to the strategic nature of this action and the fact that it is not a statutory requirement of the Council.
- 'C' – As part of the November 2020 [climate change report](#), Members approved the formation of a climate change task and finish group to aid the development of the Action Plan. This provides an opportunity for Members to provide feedback on the usefulness of this group and whether it's membership requires amendments following the May 2021 elections.
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## **1. Introduction and background**

- 1.1. The Action Plan was produced in response to the Council's declaration of a climate change emergency in February 2020, which formally established its aim to cut its environmental impact and take steps to become carbon neutral by 2030.
- 1.2. The Action Plan included initial actions which will develop over time, such as undertaking scoping exercises and producing project plans and business cases for substantive actions which will be brought back for Councillor decisions as appropriate. Hence the Action Plan will remain a live document over the climate change motion's 2020 – 2030 target period and be reviewed in full annually.
- 1.3. As part of the Action Plan report, Councillors were asked to consider forming a climate change task and finish group to inform the development

of specific actions in the plan. Since November 2020 the group has formally met twice: the first meeting was introductory, and the second was a workshop on EVs.

- 1.4. Officers have issued a 'soft market test' for EV ChargePoint operators (CPOs) to provide feedback on what options they could provide the Council, with respect to the installation of chargepoints in its car parks. Notably, this was not a formal tender exercise and does not prejudice any CPO with regard to any potential future tender. The objective of the test was to elicit information from CPOs that could help inform Members' in deciding how the Council should progress with this action.

## **2. Action Plan Update**

- 2.1. The Action Plan update can be found at Appendix A. Actions with no updates have been omitted from the report: this does not include any Priority 1 actions or any Priority 2 actions with a deadline before March 2022. The original Action Plan, as adopted by Committee, can be found [HERE](#).
- 2.2. Overall, progress has been made on many fronts. Several actions that have not been completed within their deadline either relate to: further information being sought; the Council waiting for data from third parties; and capacity limitations within the Council. Please see Appendix A for details.

## **3. Update on Electric Vehicle Chargepoints in the Council's Car Parks**

- 3.1. Scoping the feasibility of installing Electric Vehicle (EV) charging infrastructure in the District is a Priority 1 action in the Action Plan. Shifts to more sustainable / lower carbon transport are also being driven at the national policy and Surrey county levels. To provide context for this action, a mix of suggested articles on the topics of EVs has been included in Section 2 of Appendix B.
- 3.2. Significant progress has been made with this action (see below). It has been included in this update report to invite Members to feedback on their preferred approach going forward, given the current information provided below and in Appendix B (Section 1). In sum, Members are asked to consider whether they would like to pursue the installation of chargepoints in the Council's car parks in the short-term, potentially avoiding missing out on current government funding windows, or whether waiting for further information to come to light, such as regarding the County Council's approach to on-street provision becomes available (see the options appraisal below (Section 3.8)).
- 3.3. Since the adoption of the Action Plan last November:

- 3.3.1. Members of the Climate Change Task and Finish Group have been briefed on electric vehicles and chargepoints in a workshop with the energy saving trust;
- 3.3.2. A dialogue with chargepoint operators (CPOs) has been maintained, either those who have already approached the Council, and also those who have submitted information for the Council's soft-market test (SMT). The aim of the SMT was to gather information on what CPOs could offer the Council with regard to installing chargepoints in the Council's car parks. This is particularly important given the Council's limited capacity to funding chargepoints itself, and also in relation to the potential to involve CPOs in a Council application for government funding for chargepoint installation.
- 3.3.3. Officers of Surrey local authorities, led by the County Council, have discussed chargepoint provision in the County via an Officers forum. The County Council has invited feedback from the District and Borough Authorities regarding whether there is a preference to work together on provision for on and off street chargepoints. The alternative is for each Authority to progress this action on their own, given that several have already installed off-street chargepoints, or are mid-way through a tender exercise. Tandridge District Council is in somewhat of a unique position, not having made any commitments to providing chargepoints to date. Therefore both options are available.
- 3.3.4. A potential partnership with the County Council would limit Tandridge's ability to progress this action on its own timescale. However, there are potential benefits associated with partnering, such as provision of a consistent 'customer experience' across the County, if the same CPO is used by Tandridge and the County Council. Potentially there could also be financial savings if a combined contract is of higher value / viability to third parties, rather than a solo Tandridge contract.
- 3.3.5. The lead climate change officer participated in a 'Facebook live' public engagement event, hosted by Surrey County Council, to provide residents with updates and encourage them to leave their own feedback and comments on the County Council's *Greener Futures* website. This data is currently being processed and is expected to be shared with Officers at Tandridge soon. It is expected that the County's future transport planning will focus on climate change and sustainability considerations.
- 3.3.6. Officers are also considering including specific questions related to the provision of chargepoints in the District in this year's residents' survey. However if it is agreed that they should be included, data will not be available until later in the Summer.
- 3.4. Appendix B (Section 1) includes information from the soft market test. In sum, many responses from Chargepoint Operators (CPOs) were received,

which suggests that multiple options would be available to the Council regarding the installation of chargepoints in the Council's car parks.

- 3.5. Various funding options were put forward, from fully externally funded to self-funded projects. However, several key factors surfaced that could influence the final scope of a CPOs' offer, such as: commercially viable sites being key for fully funded projects; availability of suitable electrical grid connections; type / speed of chargers installed; the Council's ambition for potential profit share; size and usage of car parks; and desired pricing tariff structure.
- 3.6. An options appraisal has been included below to help guide Officers with the future approach the Council should take with regard to the installation of chargepoints in the District. It is acknowledged that the information at hand is partial, due largely to the fact that more detailed engagement with CPOs is required, such as via a tender process, to fully scope a project. For instance, specific costs around electrical supply connections, market viability of sites, return on investment and so forth would only come to light if the scoping is progressed in line with a tender exercise. Whilst the Council does possess some costed options, Offices feel it prudent to confirm the parameters of any future projects with Members before taking the action any further, as there are many CPOs in the marketplace who can offer a myriad of different options.
- 3.7. Therefore Officers are inviting Members to confirm whether they would like Officers to pursue a more detailed tender exercise and put forward any key parameters of a potential tender. For instance, the following table includes some suggested key parameters:

<b>Parameter and preference</b>	<b>Rationale</b>
1. Funding model	<p>Fully-externally funded.</p> <p>Essential - given the Council's budgetary constraints and to reduce liability associated with maintenance, repair etc.</p> <p>Preference – to apply and secure government grant funding, as will give greater scope to negotiate other parameters.</p> <p>Essential – to draw on least amount of Officer time possible. Although project support / liaison work would likely be required from several Officers related to: liaising on site specifics / data acquisition, reviewing parking regulation orders, project contact/liaison, communicating with stakeholders, ongoing contract management and</p>

	potential for parking enforcement teams to be involved.
2. Length of contract	<p>As short as possible.</p> <p>Preference – as will allow flexibility to switch supplier should things change in the future. However scope will likely be limited if a fully funded option is pursued – as this enables CPOs to achieve a return on investment. Although in some cases this is less of a priority for a CPO.</p>
3. Contract scope	<p>Full end-to end solution.</p> <p>Essential – to reduce Council’s liability and resource requirement; as all maintenance, servicing, vandalism, and customer service handled by supplier.</p>
4. Back office system	<p>Use of a OCPP member supplier.<sup>1</sup></p> <p>Preference – as greater opportunity for interoperability and freedom to switch supplier software.</p>
5. Speed of chargers	Unable to confirm options until greater feasibility work undertaken, including preferred funding / financial / operational arrangement.
6. Revenue / Profit Sharing	Preference – as would increase Council revenue. Although dependent on preferred funding / financial / operational arrangement.
7. Tariff / payment rates	As above. However at a minimum the Council would aim to match the average charging rates compared with other Local Authority public chargers. Other options could include charging a higher than average tariff, or a lower than average tariff.
8. Use of parking enforcement teams	A preference but not essential, will be dependent on parking enforcement capacity.

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<sup>1</sup> See Appendix B, Section 1, Item 4 for more information on OCPP.

9. Environment and social value	Preference to partner with a supplier with robust environmental credentials, including for their products. In addition, preference for those who will offer social value contributions such as using local workforce and offering local marketing and events to help raise awareness.
10. Member of procurement framework	Essential, to save Council resource associated with more expansive tender exercise.
11. Surrey county-wide approach	Preference, to align with Surrey County Council and other Surrey District and Borough provision. However, not at the expense of missing out on government funding opportunities.

### 3.8. Options appraisal

#### 3.8.1. Option 1

Officers to proceed with composing a form of tender based on any Member preferred parameters, such as those put forward in the table above. However, this would not be a guarantee that a tender would be offered, as this would be determined by the detail in bids received by CPOs, after further details have been acquired and provided on each site.

#### Advantages:

- (a) begin delivery of corporate priority to take steps to address climate change;
- (b) support county and national policy;
- (c) result in provision of chargepoints that could be used by residents and visitors to the District, including those who do not have off-street parking.
- (d) current data suggests that the Council may be able to provide provision without self-funding. Further, although competitive, government grants are available at present.

#### Risks:

- (a) Officer resource required to support the project (inc. composing a form of tender and reviewing parking regulations) and liaising with CPOs (see row 1 in table above). There may also be relatively small expenses related to feasibility work (TBC);
- (b) partnering risks, as formally contracted to a third-party CPO;

(c) chargepoints used less than expected;

(d) long contract period for fully funded models; and difficult to predict future low carbon transport options and future of EVs. Hence decision made at a specific point in time.

### 3.8.2. Option 2

As per Option 1, however confirmation of key Member parameters is delegated to nominated Members from each political group, or the Climate Change Task and Finish group (dependent on the chosen option in Section 4).

### 3.8.3. Option 3

The Council maintains a watching brief on EV infrastructure and the role of local authorities: Officers to formally review as part of the November 2021 Action Plan update.

#### Advantages:

(a) save Officer resource associated with potential chargepoint project until action is revisited;

(b) eliminate other project related risks such as feasibility costs (although likely small), and reputational damage if project deliverables are not achieved to the expected standard;

(c) allows more time for the Council to align its approach with other actors in the County, such as the County Council, other Districts and Boroughs, and private providers. It may also give more time for further information to be gathered, although this could be limited if a more detailed tender exercise is not conducted.

#### Risks:

(a) reputational: as Tandridge is one of possibly two Districts and Boroughs that has no public provision of infrastructure in Surrey. Further this option would entail pausing this action in the Action Plan, contrary to current national policy and market trends.

(b) waiting may lead to the Council missing out on applying for government grants;<sup>2</sup>

### 3.8.4. Option 4

Abandon the installation of chargepoints action until further notice, hence removing it from the Council's Strategic Plan and Action Plan.

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<sup>2</sup> See, Energy Saving Trust (2021) On-street Residential Chargepoint Scheme. Online available: <https://energysavingtrust.org.uk/grants-and-loans/street-residential-chargepoint-scheme/> [Last accessed 15/06/2021].



#### Advantages:

(a) as per Option 3, although resource savings would continue until further notice. In addition, there is more time for the Council to align potential future projects with other stakeholders.

#### Risks:

(a) as per Option 3, however there is a greater chance that the Council's institutional knowledge of this action declines as Officers prioritise other work.

### **4. Climate Change Task & Finish Group**

4.1. The Climate Change Task & Finish Group (henceforth 'Group') has met twice since November 2020: the first meeting was introductory and the second was a workshop on Electric Vehicles and chargepoints held by the Energy Saving Trust.

4.2. The standing membership of the Group pre-May 2021 elections was:

<b>Participant</b>	<b>Group</b>
Cllr Milton (stand-in Cllr Elias)	Conservative
Cllr Duck	Conservative
Cllr Pursehouse (stand-in Cllr Allen)	Independent Group
Cllr Davies	Independents and OLRG Alliance
Cllr Stamp	Independents and OLRG Alliance
Cllr Caulcott	Liberal Democrats
Cllr Botten (until an alternative is nominated)	Liberal Democrats

4.3. At the first meeting Members expressed a desire for the Group to be called for a meeting when it was appropriate, that is, when a specific topic in the Action Plan required discussion, and/or to ask guest speakers to provide more technical advice on a topic. As this need has not arisen since the EV workshop, and with the local elections in May 2021, a further meeting has not been arranged.

4.4. It was also noted that the Group could remain in place on an ongoing basis, rather than a shorter term 'task and finish' group. The basis for this proposal was the long-term and complex nature of the actions in the Action Plan, and that the Council's key milestone date is November 2030. Therefore a more appropriate name for the Group could be chosen to reflect this, such as the "Climate Change Group". Officers welcome Members thoughts on this.

4.5. Given this report is an interim update to the annual reporting on the Action Plan, there is an opportunity for Members to decide whether they would like the Group to continue on the basis of the feedback above, or

whether they would prefer the group to be disbanded. Consequently, an options appraisal is provided below (Section 4.6), which reflects "Recommendation C" in this report.

#### 4.6. Options appraisal

##### 4.6.1. Option 1

Continue with the Members Climate Change Task and Finish Group until further notice, including any amendments to the name of the group, its membership and its scope (as agreed at this meeting).

###### Advantages:

- (a) enhanced communications between Members and Officers;
- (b) the ability to 'stand-up' the group when a strategic update or decision arises that Members could provide feedback to Officers on;
- (b) ability for Members to disseminate Action Plan updates from this group to their respective political groups.

###### Risks:

- (a) Maintaining the group will require Officers' time to administer and contribute to the group.
- (b) Chosen Member representatives for the group will also need to contribute their time to participating in its meetings.

##### 4.6.2. Option 2

Disband the Members Climate Change Task & Finish Group.

###### Advantages:

- (a) save the Officer resource required to service the group and contribute to specific topics;
- (b) no Member time required to participate in the group.

###### Risks:

- (a) no dedicated forum for Members and Officers to discuss and debate the Action Plan, leading to less formalised communication.
- (b) potentially more time required in committee meetings to discuss actions in the Action Plan, due to lack of a more formal Group.

## 5. Comments of the Chief Finance Officer

- 5.1. The Council's ambition to become carbon neutral by 2030 will have resource implications. The impact will not just be in terms of officer time but also on revenue and capital budgets. With limited reserves and low levels of capital receipts any capital expenditure necessary is likely to require borrowing as at least part of the funding mix. Significant officer time is likely to be used in scoping projects, implementing them and monitoring success.
- 5.2. Before implementing any climate change policies, we will need to carefully consider their impact on the revenue budget and identify how any increased costs or loss of income will be accommodated within the budget envelope.
- 5.3. This is a complex area with technology and developments moving quickly. It is important that appropriate consideration is given to the policies the Council implements. It would be unwise at this early stage to commit too heavily in one particular technology when there is potential it could become obsolescent in a short space of time.
- 5.4. Although there are risks associated with transitioning to become a zero carbon Council there are also opportunities. The Council needs to take full advantage of any grant funding opportunities to help it transition. Some initiatives may actually save the Council money in the long-term. For example, electric vehicles are likely to be cheaper to run than petrol/diesel equivalents, reducing pressure on revenue budgets. As these newer technologies ramp up, economies of scale are likely to substantially reduce initial capital costs.
- 5.5. The Council will likely be better served by working with partners to share learning, ensure economies of scale and provide consistency of service.

## **6. Comments of the Head of Legal Services**

- 6.1. The Council has a duty through various pieces of legislation to mitigate and adapt to climate change. Members have been provided with an update on the action plan of projects that is being delivered by the Council and its partners to help tackle climate change.
- 6.2. Should Members agree to the potential installation of electric vehicle chargepoints in its car parks, Officers will need to have due regard to procurement legislation and the Council's Contract Standing Orders. Following a satisfactory outcome of a procurement process, the Council will then enter into a contract with a successful supplier. Legal Services will need to advise on these matters.
- 6.3. Local authorities can use their own powers to take actions. The relevant powers are likely to include the wide general power of competence under Section 1 of the Localism Act 2011 which allows local authorities to do anything that individuals generally may do. The existence of the general

power is not limited by the existence of any other power of the Council which (to any extent) overlaps the general power. The Council can therefore rely on this power, where appropriate, to undertake the proposals in the installation of electric vehicle chargepoints.

## **7. Other corporate implications**

- 7.1. None at this time, as implications will emerge and be approached on a project-by-project basis.

## **8. Equality**

- 8.1. No direct implications. The Council's work to address climate change should not disadvantage any particular groups. To the contrary, the Council aims to enhance equality through this work. Further equality considerations will be reviewed as specific projects come forward from the Action Plan.

## **9. Climate change**

- 9.1. As this report is an update on the Council's Climate Change Action Plan, no further comment is necessary in this section.

## **10. Appendices**

Appendix 'A' – Action Plan Update

Appendix 'B' - Supplementary Information for Climate Change Update

## **11. Background papers**

- 11.1. There are no official background papers to this report. However a list of suggested sources for further information on EVs and chargepoints has been provided at Appendix B (Section 2). These resources, and any organisations referenced to within, are not formally endorsed by the Council, rather they have been included in the appendix only to signpost readers to information they may find helpful. Therefore readers are expected to use their own judgement regarding the validity and usefulness of these resources.

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