

Report of: Environmental Studies Team

Report to: The Chief Officer Highways and Transportation

Date: 15 January 2019

Subject: Air Quality Improvement- Office for Low Emission Vehicles Grant for Electric Charge-Points

Are specific electoral wards affected? If relevant, name(s) of ward(s)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. Grant funding from the Office of Low Emission Vehicles for the development of electric charging infrastructure was jointly awarded to the West Yorkshire Combined Authority (WYCA) and the five West Yorkshire District Councils.
2. Approval from Executive Board was granted to allow the injection of a portion of the grant funds, with match funding from the Local Transport Plan (LPT) of up to £1,152,000 toward the installation of approximately 30 rapid electric vehicle charge-points (EVCP) within the Leeds District.
3. The aim of this project is to increase the up-take of electric vehicles, specifically taxi and private hire through increasing charging infrastructure towards the development of a West Yorkshire charging network. This also supports the aims of the Leeds Clean Air Zone to ensure compliance with legal limits of Nitrogen Dioxide by 2020.
4. At the time approval was granted, a procurement process was being undertaken, led by WYCA with input from the West Yorkshire District Councils to select a supplier that will install, own and operate the EVCPs. Following this process, the contract has been awarded to Engie Power Limited.
5. Approval is now required to formally enter into the grant agreement with WYCA and the call-off agreement with Engie Power Ltd. This is a Significant Operational Decision as

these matters follow on from the authority to spend and procure given by Executive Board.

6. Significant officer input via the project board chaired by WYCA remains necessary in the development of site leases, parking orders, site development, liaison with the taxi and private hire trade and publicity.

Recommendations

7. That the Chief Officer of Highways and Transportation approves:

- I. Entering into the Grant Agreement with WYCA to obtain grant funding.
- II. Entering into the Call-off Agreement with Engie Power Limited.

1 Purpose of this report

- 1.1 To request approval to enter into the Grant Agreement with WYCA and the Call-off Agreement with Engie Power Ltd.

2 Background information

- 2.1 WYCA and the five West Yorkshire District Councils were successful in securing grant funding from OLEV for the development of EVCP infrastructure primarily aimed at increasing uptake of electric vehicles amongst the taxi and private hire sector.
- 2.2 Executive Board approval was granted in October 2018 to inject up to £1,152,000 into capital program scheme number 33000. However, at the time, the supplier was not known as the procurement of a supplier was in progress.
- 2.3 The successful bidder was Engie Power Limited and it is now necessary to seek approval to enter into a Grant Agreement with WYCA to enable funds to be drawn upon and also to enter into the Call-off Contract with Engie Power Ltd to transfer payment upon completion of key milestones on the delivery of EVCP sites.
- 2.4 The OLEV conditions of the grant state that funds have to be committed before March 2020.

3 Main issues

- 3.1 Leeds City Council is required to enter into a Grant Agreement with WYCA to enable the draw-down of the OLEV grant with LPT match funding. Leeds City Council is also required to enter into a Call-off Agreement with Engie Power Ltd to enable the funding of EVCP sites within the Leeds district.
- 3.2 These matters follow on and are a direct consequence of the Executive Board Approval to inject the grant funds into the capital programme and the terms of the agreement to be approved. As such this is a Significant Operational Decision.

4 Corporate Considerations

4.1 Consultation and engagement

4.1.1 As part of the approval by Executive Board in October 2018, prior consultation with the Executive Member for Regeneration, Transport and Planning and the Executive Member for Resources and Strategy was carried out.

4.1.2 Equality and diversity / cohesion and integration

4.1.1 There are no equality and diversity issues arising from this paper. This paper solely relates to entering into the Grant Agreement and Call-off Contracts to enable the flow of money to allow for works to be undertaken as approved by Executive Board.

4.2 Council policies and best council plan

4.2.2 The provision of a rapid electric vehicle charge point network across West Yorkshire contributes to the aims and objectives of the proposed Clean Air Zone mandated by Central Government, the Council's cutting carbon and improving air quality programme and the West Yorkshire Low Emissions Strategy (WYLES).

4.3 Resources and value for money

4.3.1 The OLEV grant and LTP grant funding of nominally £979,017 but possibly up to £1,152,000 will cover the cost of the infrastructure and installation. Additional LTP grant funding of up to £90,000 is also available to off-set officer time, fees associated with site surveys and consultancy support where required. Progress will be managed and monitored via regular project board meetings throughout the project involving representatives from WYCA and each West Yorkshire districts.

4.4 Legal Implications, access to information and call In

4.4.1 Because this is a Significant Operational Decision as a direct consequence following on from Executive Board approval, this is not eligible for call in.

4.5 Risk management

4.5.1 Advice has been sought from our legal and procurement team to ensure that the terms of the Grant Agreement and Call-off Contracts are acceptable.

5 Conclusions

5.1 The Council was successful in gaining grant funding for the installation of rapid charge-points in conjunction with WYCA and the other West Yorkshire District Councils. It is anticipated that 88 EVCP will be installed across West Yorkshire in strategic locations with approximately 30 within the Leeds district.

5.2 Executive Board approval was granted to inject grant funding into the capital programme and agree the terms of the procurement of a single supplier to deliver the project following the procurement process led by WYCA.

5.3 Approval is required to formally enter into the grant agreement with WYCA and the call-off contract with Engie Power Limited.

6 Recommendations

6.1 That the Chief Officer, Highways and Transportation, approves:

- I. To formally enter into the Grant Agreement with WYCA.
- II. To formally enter into the Call-off Contract with Engie Power Ltd.

7 Background documents¹

7.1 Appendix A, Grant Agreement.

7.2 Appendix B, Call-off Contract.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Equality, Diversity, Cohesion and Integration Screening

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions. Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being or has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: City Development	Service area: Highways & Transportation
Lead person: Simon Clothier	Contact number: 0113 3787513

1. Title: Air Quality Improvement - Office for Low Emission Vehicles Grant for Electric Charge Points
Is this a:
<input checked="" type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input type="checkbox"/> Other
If other, please specify

2. Please provide a brief description of what you are screening
<p>The Secretary of State for Transport awarded the West Yorkshire Combined Authority a capital grant from the Office for Low Emission Vehicle (OLEV) on 30 March 2017 to deliver its Ultra-low Emission Vehicle (ULEV) Taxi Infrastructure proposals.</p> <p>This project seeks to improve air quality, by funding and installing up to 88 rapid electric vehicle charge points (EVCPs) in West Yorkshire by March 2020. This will remove one of the main barriers that has been identified for the uptake of Ultra-Low Emission Vehicles (ULEVs) by taxi and private hire operators.</p> <p>The OLEV capital grant award will cover 75% of capital costs per site, up to a cap of £22.5k. Capital costs above this will be part funded by the Combined Authority Local Transport Plan (LTP) and/or private sector capital contribution.</p>

A single EVCP supplier will be appointed to deliver the programme across West Yorkshire. This will see delivery of a coherent network that supports interoperability, with consistent site layout designs, branding and signage.

Each charge point has to be in operation for a minimum of 3 years, and will serve two parking bays, with one bay for sole use by taxi and private hire operators, whilst the second bay is accessible by public Electric Vehicle (EV) drivers. Both bays will be configured with accessible dimensions to allow free access around vehicles within the bay.

3. Relevance to equality, diversity, cohesion and integration

All the council's strategies and policies, service and functions affect service users, employees or the wider community – city wide or more local. These will also have a greater or lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?	X	
Have there been or likely to be any public concerns about the policy or proposal?		X
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		X
Could the proposal affect our workforce or employment practices?		X
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 		X

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

4. Considering the impact on equality, diversity, cohesion and integration

If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.

Please provide specific details for all three areas below (use the prompts for guidance).

• **How have you considered equality, diversity, cohesion and integration?** (**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

The project aims to increase electric vehicle uptake, in particular amongst taxi and private hire drivers by removing a perception that electric vehicle charge-points are scarce and so incompatible with operating their business or longer journeys.

The project board have considered and discussed potential physical access to the charger bays and resolved to require both to be of accessible dimensions to over-come any physical impediment to users that may exist had the bays both been standard size.

Information on the project proposals has been provided to the taxi and private hire trade in local authority licensing forums and helped inform on the type of location that would be suitable. It is desirable that such locations have 24 hour access, are well-lit and close to amenities such as cafes and toilets.

The grant conditions require that any driver of an electric vehicle may access the charge point and have options to pay for the electricity either by card, an app on a mobile device or a non-mandatory membership scheme.

• **Key findings**
(**think about** any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

Installation and use of the electric vehicle charge points delivered through this scheme has no impact on any particular characteristic group. It has been considered if language support is required on the Electric Vehicle Charge Points (EVCP's) for whom English is not the first language - but with the location of the EVCP's to be geographically spread across West Yorkshire, it will not implicate directly to a particular race/community, therefore like existing petrol pumps, it is felt additional language support on the EVCP's is not required.

The project board discussed how a consistent approach should be taken to branding and bay design and so it was resolved to incorporate best practice from the latest guidance available at the point of project development, such as the "Parking SPD, *Additional Guidance on Electric Vehicle Charging Points*, Leeds City Council (2016)" and "*Guidance for implementation of electric vehicle charging infrastructure*, Transport For London (April 2010)". This will support mitigating any accessibility concerns to enable use of the charge points for all EV drivers within the Leeds City Region, including disabled users. Note some sites may have constraints which impacts on the ability to fully influence design and any site access issues identified. However all options will be considered in partnership with the appointed EVCP supplier to fully comply with best practice principles.

The first phase of charge points will be located in off-street carparks and so will not create additional street clutter. There is a low risk that the charge point and cables will create an impediment to blind and partially sighted people.

The charging bays will not displace existing disabled bays within the car parks and so will have no impact on Blue Badge holders.

Encouraging an increase in electric vehicles in the City assists in the aim to reduce roadside pollution alongside the Clean Air Zone. Electric vehicles have no engine noise so are quieter than conventional vehicles although not silent as the tyre-road interaction creates sounds, particularly as vehicle speed increases. There is a perception that quieter vehicles may have a negative impact by reducing the audible cue and so making it more difficult for pedestrians, particularly the blind and partially sighted when crossing roads for example. This is a consideration for manufacturers and Central Government to resolve through legislation and/or design. There will be wider benefits of lower environmental noise levels such as reduced sleep disturbance, stress and annoyance and reduced roadside emissions off-set this.

- **Actions**

(**think about** how you will promote positive impact and remove/ reduce negative impact)

A consistent approach to bay layout and design, requiring both bays to be accessible will support mitigating any accessibility concerns to enable use of the charge points for all EV drivers within the Leeds City Region, including disabled users.

Locations of charge-points will be promoted by the supplier, combined authority and council when installed.

5. If you are not already considering the impact on equality, diversity, cohesion and integration you will need to carry out an impact assessment.

Date to scope and plan your impact assessment:	
Date to complete your impact assessment	
Lead person for your impact assessment (Include name and job title)	

6. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening		
Name	Job title	Date
Gwyn Owen	Principal Transport Planner (Programmes)	23/08/18
Date screening completed		23/08/18

7. Publishing	
<p>Though all key decisions are required to give due regard to equality the council only publishes those related to Executive Board, Full Council, Key Delegated Decisions or a Significant Operational Decision.</p> <p>A copy of this equality screening should be attached as an appendix to the decision making report:</p> <ul style="list-style-type: none"> • Governance Services will publish those relating to Executive Board and Full Council. • The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions. • A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record. <p>Complete the appropriate section below with the date the report and attached screening was sent:</p>	
For Executive Board or Full Council – sent to Governance Services	Date sent: 19/9/18
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: