



ADVANCE PUBLICATION OF REPORTS

This publication gives five clear working days' notice of the decisions listed below.

These decisions are due to be signed by individual Cabinet Members
and operational key decision makers.

Once signed all decisions will be published on the Council's
Publication of Decisions List.

- 1. SUPPLY OF ANPR CAMERAS THROUGH THE TRANSPORT & TECHNOLOGY & ASSOCIATED SERVICES (TTAS) FRAMEWORK AGREEMENT (Pages 1 - 8)**
- 2. PROCUREMENT OF SLOW, FAST AND RAPID ELECTRIC VEHICLE CHARGING POINTS (Pages 9 - 34)**

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London Borough of Enfield

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| Report Title | Supply of ANPR cameras through the Transport & Technology & Associated Services (TTAS) Framework Agreement |
| Report to | Cllr Rick Jewell, Cabinet Member for Environment |
| Date of Report | 15 December 2023 |
| Cabinet Member | Cllr Rick Jewell |
| Executive Director / Director | Doug Wilkinson |
| Report Author | Anthony Jones Anthony.Jones@enfield.gov.uk |
| Ward(s) affected | All Wards |
| Key Decision Number | KD5689 |
| Classification | Part I |
| Reason for exemption | N/A |

Purpose of Report

1. For the Cabinet Member for Environment to agree to the use of the TTAS Framework Agreement as a mechanism to purchase ANPR cameras.

Recommendations

- To agree a Direct Award Contract via the Crown Commercial Services (CCS) Transport and Technology and Associated Services (TTAS) Framework Agreement RM6099 to SEA (Systems Engineering and Assessment) for purchase of ANPR cameras.

Background and Options

2. SEA have provided camera enforcement products and services to the Council since 2012. They are integrated operationally with our existing enforcement contractor and systems.
3. The choices available for the current situation are limited to the following options:

Do Nothing

4. There is currently no formal contract for ANPR cameras by the Council in place. The purchasing volumes have been low; however, the value of the proposed contract brings this procurement within the Public Contracts Regulations regime.
5. If the procurement does not go ahead, the council will not be able to purchase the required number of cameras and the relevant objectives and service needs will not be met.

Contract award as set out in this report.

6. The Council could award the proposed contract to SEA via the TTAS Framework direct award procedure. This will enable Parking Services & Journey and Places to continue with their current camera operations and projects without having to factor hardware and software compatibility issues from a different supplier.

Full Tender exercise for 23/24 Period

7. A full open tender exercise could be undertaken to the wider market and ensure the fullest range of potential suppliers are able to bid. This is option is not favourable at present due to the following:
 - Tight time constraints
 - Financial costs for implementing and maintaining a dual operating system.
 - Financial costs for officer(s) managing two systems.
 - Risk of service continuity running two separate systems.
 - Budget savings for purchasing, servicing, and maintaining current camera assets if we keep camera provider.
 - Additional costs for servicing and maintaining current camera assets using SEA, as third-party contractors are not permitted to do so.

Considerations

8. Given the number of SEA cameras already in operation within the borough, if a different supplier were unable to repair a damaged SEA camera, the cost to setup a compatible network and replace each damaged camera would detrimentally impact the number of new School Street and Quieter Neighbourhood locations that can be implemented during the contract period.
9. The TTAS Framework Agreement provides a compliant route under the Public Contracts Regulations (PCR 2015) to procuring the cameras for the required services. There is no minimum spend required under the Call Off terms and conditions, but the contract will allow the Council to place orders as and when a need arises, and funding is secured.

10. Entering into a contract with SEA via the TTAS Framework Agreement does not preclude Enfield Council from entering into additional contracts with other camera suppliers.

Risks that may arise if the proposed decision is not taken

11. The agreement enables cameras to be procured with bulk rates, leading to cost savings. If the proposal is not taken the Council will not be able to benefit from the financial savings or guarantee a service standard made under a contract agreement.
12. Efficient budgeting under a contract enables more cameras to be acquired on the current budget. Additional costs accumulated outside of a contract can result in less new School Streets schemes implemented and in turn impact the Council's Clean Air and Climate Action goals.
13. Award the contract as per the proposals set out in this report avoids under-delivering on schemes that require cameras, such as the manifesto pledge for delivering 50 school streets.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

14. The implementation of additional ANPR cameras allows for them to be subject to vandalism. This however would be true of any cameras being installed and preventative measures have been produced to make the current SEA cameras more robust against the creative means used to disrupt the cameras.

Preferred Option and Reasons For Preferred Option

15. SEA have been providing Traffic Enforcement Cameras for over 10 years and the Council have purchased access to the cloud and back-office equipment. If another supplier is used, the staff would have to run two separate computer systems which would have additional financial and operational logistics implications. In view of the existing working relationship with SEA and the availability of a compliant framework, it is recommended to work with SEA for another 4 years.
16. Entering into a contract with SEA via TTAS does not preclude Enfield Council from entering into further contracts with additional camera suppliers.

Relevance to Council Plans and Strategies

17. Purchase of ANPR cameras and repairs/service provided as part of the contract support the cross-cutting themes of a modern council and a fairer Enfield.
18. **Clean and green places:** The need for urgent action to address climate change has been recognised, with Enfield declaring a Climate Change Emergency in July 2019 and adopting a Climate Action Plan in September 2020. Given that transport contributes around 39% of the Enfield's borough wide energy emissions, taking action in this area must be part of the Council's response.

The plan sets out a number of actions including:

- Limit the provision of access to various roads to lower vehicular traffic and emissions in school and residential roads.

The ANPR cameras that can be purchased via the TTAS Framework Agreement proposed in this report directly supports this objective through their utilisation supporting the enforcement of Quieter Neighbourhoods and School Streets.

- 19. Strong, healthy and safe communities:** The ANPR cameras are to enforce driving restrictions and reduce vehicular traffic at Schools Streets during pick up and drop off times, creating a safer pedestrian environment. This will facilitate a space for parents to commune and interact while encouraging active travel and outdoor play. The reduction of emissions by less vehicles in school streets benefits the students of the school and the immediate residents residing in the street. ANPR cameras are also used to create safer communities through their use in enforcing Bus Gates.
- 20. Thriving children and young people:** Parking Services and Journeys and Places will continue to enforce Schools Streets using ANPR cameras to ensure the safety of children. Any surplus revenue made from the issuing of Penalty Charge Notices (PCNs) contributes to funding of freedom passes for young children and the elderly to travel for free on public transport. Other projects using ANPR cameras include Quieter Neighbourhoods. Quieter Neighbourhoods will help improve the borough for future generations and individual project consultations will actively seek the input of young people to help shape their design. The project will also help children have the best start in life by providing opportunities to be active, improving their health.
- 21. More and better homes:** Residential driveways have been subject to being blocked by parents dropping off/collecting their children from school. The reduction of vehicles accessing School Streets during pick up and drop off times could result in a decline of resident complaints regarding vehicles blocking access to their driveway.
- 22. An economy that works for everyone:** Acquiring the cameras through the TTAS Framework Agreement enables for more efficient budgeting for ANPR camera purchasing and servicing/repairs. A more efficient purchasing system which enables the options to bulk buy reduces the cost per unit for schemes and better value in terms of officer time allowing the council to better serve the community. It also reduces the risk of non-compliance which could lead to financial implications for the council.

Financial Implications

- 23.** This report seeks to agree a Direct Award Contract via the Crown Commercial Services (CCS) Transport and Technology and Associated Services (TTAS) Framework Agreement RM6099 to SEA (Systems Engineering and Assessment) for purchase of ANPR cameras. The total estimated cost of the contract is £1.5m 4-year contract (£375k per annum), which is met from existing Parking Services budget and any grants that might be awarded to fund school street schemes.

Legal Implications

24. Section 122 of the Road Traffic Regulation Act (RTRA) 1984 places a duty on the Council to exercise its functions, so far as practicable having regard to certain specified matters, to secure, as far as reasonably practicable, the 'expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway'.
25. Under section 16 of the Traffic Management Act 2004 ("the 2004 Act"), the Council has a duty "to manage their road network with a view to achieving, so far as may be reasonably practicable having regard to their other obligations, policies and objectives, the following objectives (a) securing the expeditious movement of traffic on the authority's road network; and (b) facilitating the expeditious movement of traffic on road networks for which another authority is the traffic authority".
26. The London Local Authorities Act 1996 allows London authorities to take on the powers for civil enforcement of bus lane contraventions.
27. Further enforcement powers in relation to a range of highway enforcement offences and parking and moving traffic contraventions, including powers to use fixed penalty notices, are set out in the London Local Authorities and Transport for London Act 2003.
28. Section 111 Local Government Act 1972 gives a local authority power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its function.
29. The ANPR cameras will be used across the Council to enforce driving contraventions, e.g. in relation to bus lanes, LTN roads and School Safer Streets. The proposals in this report will assist the Council in exercising the powers and complying with the duties set out above. The Council must ensure that the cameras are used in accordance with all the relevant legislations.
30. The contract will be funded in part by external grants some of which have not yet been secured. Legal advice should be sought by the officers; all legal agreements entered into in consequence of the approval of the proposals set out in this report must be approved by Legal Services on behalf of the Director of Law and Governance.
31. Officers must also ensure continued compliance with obligations and conditions in any grant agreements relating to the delivery of the proposals in this report.
32. The value of the contract exceeds the relevant threshold and the Public Contracts Regulations 2015 (PCR 2015) apply to the procurement. The use of a framework is a compliant route to award, provided that the procurement process complies with the PCRs 2015, the Council's Contract Procedure Rules (CPR), and the terms of the framework itself.
33. The Council will need to ensure that it obtains Best Value for the services as required under the Local Government Act 1999.

Equalities Implications

34. This key decision is to enter into a four year agreement with SEA via the TTAS Framework Agreement for the procurement of cameras. The agreement enables cameras to be procured, repaired and replaced without the need for a competitive tender. The cameras are used by a range of services such as the enforcement of School Streets, Quieter Neighbourhoods, Bus Gates and parking. The agreement also enables cameras to be procured with bulk rates, leading to cost savings.
35. The TTAS agreement itself does not impact/have an impact on any protected characteristics and therefore an EQIA has not been prepared.
36. The projects that the cameras are used on may have an impact. Equality impact assessments for the schemes that use cameras, such as School Streets and Quieter Neighbourhoods, would be prepared separately on a scheme by scheme basis.

HR and Workforce Implications

37. None

Environmental and Climate Change Implications

38. In terms of the proposals, the need for urgent action to address climate change has been recognised, with Enfield declaring a Climate Change Emergency in July 2019 and adopting a Climate Action Plan in September 2020. Given that transport contributes around 39% of the Enfield's borough wide energy emissions (442 Kilo tonnes of Carbon Dioxide equivalent), taking action in this area must be part of the Council's response. ANPR camera enforcement is critical in reducing emissions.
39. The TTAS agreement does not have environmental and climate change implications, however the schemes using these enforcement cameras have a positive impact, such as School Streets.
40. School Streets supports the Climate Action Plan by discouraging driving through Schools Streets and encouraging alternative routes or mode shift to active travel. This can only be practically achieved by using ANPR cameras. Two marshal enforced School Streets were proposed at St James C of E Primary School & St Marys Catholic Primary School as part of the 2022/2023 delivery across the borough, however, it was not possible in either case to recruit the required number of marshals to enforce the schemes safely and reliably. Following the introduction of 'Lite' Marshalled School Streets as part of the Council's Covid response in 2019 /2020, after initial success the schools were unable to sustain the marshalled systems. These sites have all been successfully transitioned to permanent, effective ANPR enforced scheme except for one that has been suspended as further design development is being undertaken.

Public Health Implications

41. The use of purchasing cameras through the Framework Agreement enables for more efficient spending to acquire cameras. This enables for more additional cameras to be installed and to expand the number of schools included in the School Streets and increase the number residential roads in Quieter Neighbourhood Schemes as opposed to purchasing the cameras outside the Framework Agreement.
42. Transport is one means whereby physical activity can be integrated into everyday life. Any success in achieving a modal shift from motorised to active transport will therefore not only improve the health of the public through increased physical activity but will also reduce air pollution which itself impacts on all residents in the borough.

Property Implications

43. In the event that locations where these ANPR cameras are deployed are considered either underperforming, identified as surplus or suitable for re-development with a high opportunity cost, terms should be inserted within supplier agreements such that it can be terminated within 12 months; with removal, relocation or re-provision costs at the suppliers own risk and cost.

Safeguarding Implications

44. None

Crime and Disorder Implications

45. None

Procurement Implications

46. Any procurement must be undertaken in accordance with the Councils Contract Procedure Rules (CPR's) and the Public Contracts Regulations (2015), along with the Council's Sustainable and Ethical Procurement Policy.
47. The proposed direct award via the TTAS Framework Agreement will go through the Procurement Services Assurance process and the necessary Gate Report has been prepared for endorsement. The lead officer within the Service Area must keep records of approvals to proceed with the proposed award to evidence compliance with the rules.
48. The award of the contract, including evidence of authority to award, promoting to the Councils Contract Register, and the uploading of executed contracts must be undertaken on the London Tenders Portal including future management of the contract.
49. The necessary information must also be published in Contracts Finder to comply with the Government's transparency requirements.
50. The services can be compliantly procured under the TTAS Framework Agreement, ensuring the Council is in adherence with the CPR's and Public Contracts Regulations.
51. As this contract will be over £500,000 the CPR's state that the Contract must have an assigned Contract Manager in the Council's e-Tendering portal and there must be evidence of contract management, including, operations,

commercial, financial checks (supplier resilience) and regular risk assessment uploaded into the Council's e-Tendering portal.

52. The Service Area has completed the Contract Management Tiering tool and the proposed contract has been classified as "Silver". The lead officer will meet with the Contract and Supplier Relationship Manager within Procurement Services, who will go through the contract management requirements for the management of the Contract prior to its commencement.

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Appendices

None

Background Papers

None

Departmental reference number, if relevant:



London Borough of Enfield

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|----------------------------|--|
| Report Title | Procurement of slow, fast and rapid electric vehicle charging points. |
| Report to | Doug Wilkinson, Director of Environment & Street Scene |
| Date of Report | 15/12/2023 |
| Cabinet Member | Cllr Jewell, Cabinet Member for Environment |
| Executive Director | Simon Pollock, Executive Director for Environment and Communities |
| Report Author | Mohammed Chibou (Group Leader – Transport Planning and Policy) |
| Ward(s) affected | All Wards |
| Key Decision Number | KD 5530 |
| Classification | Part 1 Public |

Purpose of Report

1. The Council has committed to increase the provision of electric vehicle charging points across the borough. This report seeks approval to procure a supplier for additional charge points, which is the first step of delivering on the Council's Climate Action Plan to install more electric vehicle charging points.

Recommendations

- I. To approve the procurement of the following contracts for the installation and maintenance of electric vehicle charging points in the borough as detailed in this report for the delivery of:
 - a) Project 1: 35 Rapid chargers, on the basis that all set-up and ongoing costs will be met by the appointed supplier. The rapid chargers would be procured in two tranches, tranche 1 on public highway and tranche 2 in council car parks.
 - b) Project 2: 900 slow electric vehicle charge points, on the basis that all set-up and ongoing costs will be met by the appointed supplier.
 - c) Project 3: 260 fast on-street electric vehicle charge points, on the basis that they are part funded by the appointed supplier and part funded by a Local Electric Vehicle Infrastructure (LEVI) grant provided by the Office of Zero Emission Vehicles (OZEV). This project would be part of a joint procurement exercise with three other London boroughs (Camden, Barnet and Islington) as required by the conditions of funding.
- II. To approve the commencement of the procurement of the contracts for the projects above via a mini competition using available framework agreements.
- III. To note that separate decisions will be required for the award of each contract relating to the projects.

Background and Options

2. In early 2022, Arup consultants developed an electric vehicle infrastructure plan for Enfield which projected demand for 2700 EV charging points by 2030. There is a particular requirement for an adequate network of on-street chargers to cater for the estimated 45% of households in Enfield that don't have access to off-street parking. The report recommends focussing delivery in these areas which are concentrated in the south and east of the borough where population densities are higher.
3. It is proposed that the procurement will be carried out in stages with the first stage being the procurement of two contracts for the first tranche of the rapid chargers (comprising of 17 chargers on-street) and 900 slow electric charging points. The second stage will be the procurement of the remaining 18 rapid chargers, in car parks. Subject to a successful bid, a further procurement process will take place for 260 fast charging points to be part grant funded.
4. Appendix 1 shows four options open to councils for delivering charging infrastructure. It sets out the following four models:

- A. Costs including capital costs, maintenance and operation fully covered by Council
 - B. Costs covered by LEVI grant funding and council funding on a 50/50 percent basis
 - C. Costs covered by LEVI grant funding and supplier on a 50/50 percent basis
 - D. All costs covered by the supplier
5. Model A requires the council to be fully responsible for the maintenance and operation costs as owners of the infrastructure but allows for the council taking 100% of the revenue generated.
6. Models B and C have the operator as responsible for maintenance and operation of the network. The level of council and/or grant funding will usually determine the minimum contract length and percentage of revenue share.
7. Model D does not require any council or grant funding but can be restrictive in terms of contract length and revenue share.
8. The recommended approach to be taken for each project are as follows:

Project 1: Rapid chargers – Delivery Option D

9. This project would deliver 35 rapid (50kwh) chargers across the borough in two tranches. Tranche 1 is for 17 sites on the public highway which have been identified through collaboration between different council teams to determine feasibility. These provisional sites are still subject to some technical feasibility and local consultation and are attached as Appendix C to the report. Tranche 2 would be for 18 rapid chargers in council owned public car parks. These council car park locations are yet to be identified.

Project 2: Slow chargers – Delivery Option D

10. This project would deliver 900 slow (5kwh) chargers that would be attached to street lighting columns. This is subject to a deed of variation to be signed with the Council's PFI contractor.

Project 3: Fast charges - Delivery Option C (50% LEVI funded)

11. This project would deliver 260 fast chargers (7-22kwh) in Enfield, part-funded using the Local Electric Vehicle Infrastructure (LEVI) Capital fund. The funding is intended to support local authorities in England to work with the charge point industry, to procure electric vehicle (EV) charge point infrastructure at great pace and scale.

12. Charge points procured through the LEVI Capital Fund are required to meet the criteria of the LEVI Capital Fund, which includes that charge points be publicly available and procured jointly through borough partnerships.
13. £4.7m grant funding which has been allocated in principle to a partnership of four North London boroughs (Enfield, Camden, Islington and Barnet) with all boroughs receiving an equal share. This is subject to the outcome of the bid submitted on 30th November 2023. As the lead borough, Enfield has responsibilities relating to leading on the development of the procurement exercise and final procurement.

Preferred Option and Reasons For Preferred Option

14. In order to secure the best price for customers to encourage EV adoption, officers have considered various commercial models. These require varying levels of funding from the Council and range between no council funding at all to fully funded by the Council. The preferred approach for Projects 1 and 2 is for the charging points to be fully funded by operators. This is based on analysis taking into account revenue from existing charging points and the capital and running costs of new charging points. The availability and requirements of LEVI funding favoured an approach to delivering Project 3 where the project costs could be met by a combination of the supplier and the allocated grant funding. This will reduce costs for the end user.

Relevance to Council Plans and Strategies

15. The delivery of new electric vehicle charging points aligns with 'safe, healthy and confident communities' objective in the Council Plan

Financial Implications

16. Report seeks to approve the procurement of contracts for the installation and maintenance of electric vehicle charging points in the borough as detailed in this report for the delivery of: -
 - Project 1: 35 rapid chargers and project 2: 900 slow electric vehicle charge points on the basis that all set-up and ongoing costs will be met by the appointed supplier. And project 3: 260 fast on-street electric vehicle charge points on the basis that they are part funded by the appointed supplier part funded by a local electric vehicle infrastructure (LEVI) grant provided by the Office of Zero Emission Vehicles (OZEV) – indicative grant award is circa £1.2m.
17. All projects will be based on no cost to the council, however, in the medium to long term, the Council is likely to secure a revenue share model that offsets any loss in parking revenue. Revenue share is typically 5-10% in a supplier funded model and this usually start to be payable a given number of years into the contract.
18. £4.7m grant funding which has been allocated in principle to a partnership of four North London boroughs (Camden, Islington, Barnet and Enfield) with all boroughs receiving an equal share. This is subject to a more detail bid to be

submitted by 30th November. As the lead borough, Enfield has responsibilities relating to leading on the development of the procurement exercise and final procurement.

19. For the deployment of fast chargers, consideration must be given to the possible loss of P&D or CPZ parking bays to accommodate dedicated charging bays. The bays required to accommodate fast chargers is not known at the time of writing this report.
20. An exit strategy will be in place within the contract between the appointed contractor and the Council to ensure no financial impact is incurred by the Council.

Legal Implications

21. The Council has the power under Section 16 of the London Local Authorities and Transport for London Act 2013 (LLA Act 2013) to provide and operate charging apparatus for electrically powered motor vehicles and to grant permission to a third party to provide or operate the electric charging apparatus including on conditions requiring the payment to the London authority of such reasonable charges as the London authority may determine. Section 111 of the Local Government Act 1972 further gives a local authority power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions. The recommendations in this report are in accordance with these powers of the Council.
22. Section 17 of the LLA Act 2013 requires the prior publication of the notices at the relevant sites (and to affected owners and occupiers) allowing for a period of not less than 28 days after publication of the applicable notice for the affected persons to make representations to the London authority. Section 18 of the LLA Act 2013 further requires London authorities to consult with relevant local planning authorities and statutory undertakers as defined in the section prior to the exercise of the power to install the electric charging apparatus. The Council must comply with the process and duty of consultation under the LLA Act 2013 prior to the installation of the electric charging points at the sites.
23. Use of a legally compliant framework agreement is permitted under Reg 33 of the PCR 2015. Additionally, the CPRs state that Frameworks, where they exist, should be used provided Best Value can be demonstrated and managers are required to retain sufficient evidence to demonstrate compliance. A due diligence exercise must be carried out by Procurement Services prior to calling off from a Framework and the Council must be clearly identified as a contracting authority able to use the Framework when the Framework was set up.
24. Installations of electric charging apparatus constituting 'development' under the Town and Country Planning Act 1990 will require planning consent from the Local Planning Authority and it is recommended that early engagement is

commenced in this regard to ascertain whether planning applications will be required.

25. Any contract awarded under a framework must be in accordance with the process set out in the Framework agreement and the terms of the call off contract must be consistent with the Framework terms.
26. The Council must ensure that the contracts and any legal agreements arising from the matters described in this report are in a form approved by Legal Services on behalf of the Director of Law and Governance. Any contract with a value above the Key Decision threshold must be sealed.
27. The Council will need to undertake title checks and due diligence on each of the sites to ascertain any impediments and must comply with all requirements of its Constitution including, in relation to any property transactions its own Property Procedure Rules which set out mandatory procedures regarding (amongst other things) the acquisition, management and disposal of property assets.
28. The Council must comply with its obligations relating to obtaining best value under the Local Government (Best Value Principles) Act 1999. The Council is also required to act in accordance with the Public Sector Equality Duty under section 149 of the Equality Act 2010 and have due regard to this when carrying out its functions. In this regard, it is noted that an Equality impact Assessment has been carried out and its recommendations should be followed.

Equalities Implications

29. An Equality Impact Assessment has been carried out to support the project. The following table summarises the key impacts on the various protected groups.

| | |
|------------|--|
| Age | <p>Slight negative impact – it is possible that older drivers will not be able to use the electric vehicle charging points due to the need for web access and electronic payment. To mitigate this, suppliers will be required to ensure contactless payment is an option for fast and rapid chargers. This is a challenge for slow chargers.</p> <p>We will also monitor correspondence to identify any issues whilst in use. These can then be resolved in consultation with the supplier.</p> |
| Disability | <p>Slight negative impact – it is possible that disabled drivers will not be able to use the electric vehicle charging points due to their design or location. To mitigate this the latest design of charger</p> |

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| | is being installed and we will monitor correspondence to identify any issues whilst in use. |
| Gender reassignment | No specific impacts identified. |
| Marriage or civil partnership | No specific impacts identified. |
| Pregnancy and maternity | No specific impacts identified. |
| Race | No specific impacts identified. |
| Religion or belief | No specific impacts identified. |
| Sex | No specific impacts identified. |
| Social economic | <p>In general, the cost of charging an electric vehicle is much higher for public charging than charging through a private home charger. This presents disproportionate impact on those with no access to private parking and reliance on public charging. This can have an impact on those on low incomes particularly those who rely on their car for income such as taxi, private hire and delivery drivers.</p> <p>The council has commissioned spatial analysis of areas with higher levels of deprivation and areas with higher proportions of homes with no access to private parking.</p> <p>To address the disparity in income the procurement will add more weight to bids with the lowest charging fees to users. The winning bid price will be secured for the duration of the contract length and increases will only be approved in line with changes in the Consumer Price Index.</p> <p>In addition, the Council is exploring other options so that residents without off-street parking can access cheaper domestic energy rates.</p> <p>Whilst the cost of purchasing an electric vehicle is currently more expensive than petrol/diesel equivalents, the energy costs associated with running a vehicle are generally lower for EVs. In the long term, providing the infrastructure to facilitate EVs is expected to assist those on lower incomes too.</p> |

Environmental and Climate Change Implications

30. The procurement of these charging points is important for delivering on the Council's Climate Action Plan and the Council's commitment to deliver 1,000 EV charging points across the borough.
31. In 2020 the Council published its Enfield Climate Action Plan setting out how it will become a carbon neutral organisation by 2030 and create a carbon neutral borough by 2040. One of the key elements of the vision of the document is that there will be enough electric vehicle charging provision to enable people to choose electric vehicles if they have their own vehicle. This will not only contribute to the reduction of the Borough's emissions but also significantly improve air quality.

Property Implications

32. In the event that car parks within which these EV charging points are deployed are considered either underperforming, identified as surplus or suitable for re-development with a high opportunity cost, terms should be inserted within supplier agreements such that it can be terminated within 12 months with removal, relocation or re-provision costs at the suppliers' own risk and cost.

Procurement Implications

33. Any procurement to implement this project must be undertaken in accordance with the Council's Contract Procedure Rules (CPR's) and the Public Contracts Regulations (2015), along with the Council's Sustainable and Ethical Procurement Policy.
34. At the end of the sourcing process, authority to award the contract will be sought in line with the CPR's and Council's Governance. The Service Area shall ensure this procurement activity takes place via the Council's e-Tendering portal and will be promoted to the Council's Contract Register, with the executed contracts/agreements uploaded on the e-Tendering Portal.
35. All awarded projects must be promoted to Contracts Finder to comply with the Government's transparency requirements.
36. Although this contract is a Concession Contract over £500,000, the CPR's state that the contract must have a nominated Contract Manager in the Council's e-Tendering portal and there must be evidence of contract management, including, operations, commercial, financial checks (supplier resilience) and regular risk assessments uploaded into the Council's e-Tendering portal.
37. The Service Area has completed the Contract Management Tiering tool and the proposed contract has been classified as "Gold". The lead officer will

meet with the Contract and Supplier Relationship Manager within Procurement Services, who will go through the contract management requirements for the management of the Contract prior to its commencement.

Risks that may arise if the proposed decision and related work is not taken

38. The following risks have been identified:

- Risk of not meeting on Climate Action Plan commitments
- Risk of reputational damage for not meeting the growing demand for on-street EVCPs

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

39. The table below sets out the risks that may occur if the recommended decision is made, together with potential mitigation measures.

| Risk Category | Comments/Mitigation |
|----------------------|---|
| Strategic | <p>Risk: Delivery of charging points is delayed, and targets are not met.</p> <p>Mitigation: The project is being actively managed, and issues are being identified and rectified as they occur.</p> |
| Operational | <p>Risk: New charging technology makes chosen approach redundant</p> <p>Mitigation: The charge points will be owned, installed and operated by the supplier. The risks of obsolescence are therefore with the supplier. This risk is extremely unlikely to occur in the short to medium term. Officer will continually assess the market and work with suppliers to ensure the public charging in Enfield keeps pace to any changes in the technology</p> |
| Financial | <p>Risk: Appointed supplier fails</p> <p>Mitigation: An exit strategy will be in place within the contract between the appointed contractor and the Council to ensure no financial impact is incurred by the Council.</p> |
| Reputational | <p>Risk: Poor service being provided by the supplier</p> <p>Mitigation: The contract will include a robust set of KPIs which will be routinely monitored for compliance throughout the life of the contract.</p> |
| Regulatory | <p>Risk: Need For TMOs to ensure access to EVCPs</p> |

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| | Mitigation: Local engagement and public notices will be undertaken well ahead of installation to ensure residents are informed and have a chance to have their say |
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Date of report: 15th December 2023

Appendices

Appendix A: EV Charging delivery models

Appendix B - EQIA EV charging projects Nov 2023

Appendix C – Provisional Rapid Charger Tranche 1 Site List

| Option | Details | Government Contribution to upfront costs | Operator Contribution to upfront costs | Council Contribution to upfront costs | O&M Council Cost Commitments | Council Revenue Share |
|---|--|--|---|---------------------------------------|---|---|
| Option 1: Borough as an operator (Borough responsible for operating and maintenance costs) | <p>Operator is paid an annual fee from the council to operate/maintain the kit and to provide the software solution over a fixed term of contract. In this scenario, the council takes the utilisation risk of the chargers (as there is a fixed operating and maintenance costs that is paid by the council to Operator), but also, all of the revenue.</p> <p>In this scenario, operator would seek a long-term contract and take the performance liability of the kit, so that where kit needs repairing/replacing (except for vandalism) the operators covers this for the duration of the contract.</p> | 60% | 0% | 40% | Council responsible for 100% of operating and maintenance costs | 100% of revenue and profits |
| Option 2: Borough as an operator (Operator responsible for operating and maintenance costs) | Operating and maintenance costs fees covered by Operator, using the revenue from the chargers. Operator takes the risk on utilisation as the revenue from chargers may not cover operating and maintenance costs - the council takes no utilisation risk in this model but provides some project funding. As a result, Operator has a share of profit (to be negotiated with the council based on contract term and user charging tariffs). Note: profit is calculated after power costs and operating, and maintenance costs are removed from charger revenues. Operator would ideally seek a 10 year plus contract length. | 60% | 0% | 40% | None | Potentially 40%-50% of profits once investment costs are recouped |
| Option 3: Borough and Operator Partnership | Similar to option 2 above, but with no investment by the council and all risk sitting with Operator. As a result, operator takes a larger proportion of profit share (as above, to be negotiated with the council). | 60% | 40% | 0% | None | Potentially 20%-30% of profits once investment costs are recouped |
| Option 4: Fully Funded (Zero cost to council funded through private equity) | Operator fully fund the project taking all deployment and utilisation risk associated with the project. Profit (revenue from chargers, after cost of power and operating and maintenance costs are removed) is shared between Funding Partner, Operator, and the Council. In this model, all profits that are generated will go to the Funder until they've recovered their investment, but with reconciliation calculated annually and is based on target returns and term of contract. Expectation would be that in this model the council would get around 10% profit share. As an alternative to profit share there is an opportunity for the Council to be reimbursed a fixed fee (for example 1-2 pence) per kWh that passes through the system but would need | None | 100% (through private equity financing) | None | None | Potentially 10% of profits once investment costs are recouped |

| | | | | | | |
|--|---|--|--|--|--|--|
| | further discussion as this would impact tariffs. The typical contract length required in this scenario (in order to be acceptable to infrastructure funding partners) would be 15+ 5 years. | | | | | |
|--|---|--|--|--|--|--|

Enfield Equality Impact Assessment (EqIA) Introduction

The purpose of an Equality Impact Assessment (EqIA) is to help Enfield Council make sure it does not discriminate against service users, residents and staff, and that we promote equality where possible. Completing the assessment is a way to make sure everyone involved in a decision or activity thinks carefully about the likely impact of their work and that we take appropriate action in response to this analysis.

The EqIA provides a way to systematically assess and record the likely equality impact of an activity, policy, strategy, budget change or any other decision.

The assessment helps us to focus on the impact on people who share one of the different nine protected characteristics as defined by the Equality Act 2010 as well as on people who are disadvantaged due to socio-economic factors. The assessment involves anticipating the consequences of the activity or decision on different groups of people and making sure that:

- unlawful discrimination is eliminated
- opportunities for advancing equal opportunities are maximised
- opportunities for fostering good relations are maximised.

The EqIA is carried out by completing this form. To complete it you will need to:

- use local or national research which relates to how the activity/ policy/ strategy/ budget change or decision being made may impact on different people in different ways based on their protected characteristic or socio- economic status;
- where possible, analyse any equality data we have on the people in Enfield who will be affected eg equality data on service users and/or equality data on the Enfield population;
- refer to the engagement and/ or consultation you have carried out with stakeholders, including the community and/or voluntary and community sector groups you consulted and their views. Consider what this engagement showed us about the likely impact of the activity/ policy/ strategy/ budget change or decision on different groups.

The results of the EqIA should be used to inform the proposal/ recommended decision and changes should be made to the proposal/ recommended decision as a result of the assessment where required. Any ongoing/ future mitigating actions required should be set out in the action plan at the end of the assessment.

Section 1 – Equality analysis details

| | |
|--|--|
| Title of service activity / policy/ strategy/ budget change/ decision that you are assessing | Procurement of slow, fast and rapid electric vehicle charging points |
| Team/ Department | Transport planning and policy |
| Executive Director | Doug Wilkinson |
| Cabinet Member | |
| Author(s) name(s) and contact details | Mohammed Chibou |
| Committee name and date of decision | Operational Report KD 5530 |

| | |
|--|----------------|
| Date the EqIA was reviewed by the Corporate Strategy Service | |
| Name of Head of Service responsible for implementing the EqIA actions (if any) | David Taylor |
| Name of Director who has approved the EqIA | Doug Wilkinson |

The completed EqIA should be included as an appendix to relevant EMT/ Delegated Authority/ Cabinet/ Council reports regarding the service activity/ policy/ strategy/ budget change/ decision. Decision-makers should be confident that a robust EqIA has taken place, that any necessary mitigating action has been taken and that there are robust arrangements in place to ensure any necessary ongoing actions are delivered.

Section 2 – Summary of proposal

Please give a brief summary of the proposed service change / policy/ strategy/ budget change/project plan/ key decision

Please summarise briefly:

What is the proposed decision or change?

What are the reasons for the decision or change?

What outcomes are you hoping to achieve from this change?

Who will be impacted by the project or change - staff, service users, or the wider community?

1. The Council has committed to increase the provision of electric vehicle charging points across the borough. This report seeks approval to procure additional charge points, which is the first step of delivering on our Climate Action Plan and Manifesto pledge to install more electric vehicle charging points.

Proposal(s)

2. To procure and award two contracts via the Crown Commercial Service (CCS) framework the delivery of:
 - a) Project 1: 35 Rapid chargers on the basis that all set-up and ongoing costs will be met by the appointed supplier. The would be procured in two tranches, tranche 1 on public highway and tranche 2 in council car parks.
 - b) Project 2: 900 slow electric vehicle charge points on the basis that all set-up and ongoing costs will be met by the appointed supplier
 - c) 260 fast on-street electric vehicle charge points on the basis that they are part funded by the appointed supplier part funded by a local electric vehicle infrastructure (LEVI) grant provided by the Office of Zero Emission Vehicles (OZEV). This would be part of a joint procurement exercise three other London boroughs (Camden, Barnet and Islington) as required by the conditions of funding

Section 3 – Equality analysis

This section asks you to consider the potential differential impact of the proposed decision or change on different protected characteristics, and what mitigating actions should be taken to avoid or counteract any negative impact.

According to the Equality Act 2010, protected characteristics are aspects of a person's identity that make them who they are. The law defines 9 protected characteristics:

1. Age
2. Disability
3. Gender reassignment.
4. Marriage and civil partnership.
5. Pregnancy and maternity.
6. Race
7. Religion or belief.
8. Sex
9. Sexual orientation.

At Enfield Council, we also consider socio-economic status as an additional characteristic.

“Differential impact” means that people of a particular protected characteristic (eg people of a particular age, people with a disability, people of a particular gender, or people from a particular race and religion) will be significantly more affected by the change than other groups. Please consider both potential positive and negative impacts, and provide evidence to explain why this group might be particularly affected. If there is no differential impact for that group, briefly explain why this is not applicable.

Please consider how the proposed change will affect staff, service users or members of the wider community who share one of the following protected characteristics.

Detailed information and guidance on how to carry out an Equality Impact Assessment is available [here](#). (link to guidance document once approved)

Age

This can refer to people of a specific age e.g. 18-year olds, or age range e.g. 0-18 year olds.

Will the proposed change to service/policy/budget have a **differential impact [positive or negative]** on people of a specific age or age group (e.g. older or younger people)?

Please provide evidence to explain why this group may be particularly affected.

Slight negative impact – it is possible that older drivers will not be able to use the electric vehicle charging points due to the need for web access and electronic payment.

Mitigating actions to be taken

To mitigate this, suppliers will be required to ensure contactless payment is an option for fast and rapid chargers. This is a challenge for slow chargers. We will also monitor contact and complaints to identify any issues whilst in use. These can then be resolved in consultation with the supplier.

Disability

A person has a disability if they have a physical or mental impairment which has a substantial and long-term adverse effect on the person's ability to carry out normal day-day activities.

This could include: physical impairment, hearing impairment, visual impairment, learning difficulties, long-standing illness or health condition, mental illness, substance abuse or other impairments.

Will the proposed change to service/policy/budget have a **differential impact [positive or negative]** on people with disabilities?

Please provide evidence to explain why this group may be particularly affected.

Slight negative impact – it is possible that drivers with mobility issues or sight impairments will have difficulties accessing and using the electric vehicle charging points due to their design or location.

An increase in electric vehicle use will result in reduced air pollution and improved air quality which will benefit all residents and have a particular positive impact on residents with conditions that affect breathing.

Mitigating actions to be taken

To mitigate these potential negative impacts the latest design of charger is being installed and we will monitor correspondence to identify any issues whilst in use.

Bids will be required to demonstrated how they provide an inclusive experience for people with accessibility needs. As a minimum the bidder's response should describe how proposals meet the recommendations of:

- PAS 1899:2022 Electric Vehicles – Accessible Charging – Specification.

- Department for Transport (DfT) Inclusive Mobility – A guide to the best practice on access to pedestrian and transport infrastructure - December 2021
- BS8300-1:2018 Design of an accessible and inclusive built environment – External environment – Code of practice

Gender Reassignment

This refers to people who are proposing to undergo, are undergoing, or have undergone a process (or part of a process) to reassign their sex by changing physiological or other attributes of sex.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on transgender people?

Please provide evidence to explain why this group may be particularly affected.

No specific impacts identified.

Mitigating actions to be taken

Marriage and Civil Partnership

Marriage and civil partnerships are different ways of legally recognising relationships. The formation of a civil partnership must remain secular, where-as a marriage can be conducted through either religious or civil ceremonies. In the U.K both marriages and civil partnerships can be same sex or mixed sex. Civil partners must be treated the same as married couples on a wide range of legal matters.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people in a marriage or civil partnership?

Please provide evidence to explain why this group may be particularly affected.

No specific impacts identified.

Mitigating actions to be taken

Pregnancy and maternity

Pregnancy refers to the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on pregnancy and maternity?

Please provide evidence to explain why this group may be particularly affected.

No specific impacts identified.

Mitigating actions to be taken

Race

This refers to a group of people defined by their race, colour, and nationality (including citizenship), ethnic or national origins.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people of a certain race?

Please provide evidence to explain why this group may be particularly affected.

No specific impacts identified.

Mitigating actions to be taken

Religion and belief

Religion refers to a person's faith (e.g. Buddhism, Islam, Christianity, Judaism, Sikhism, Hinduism). Belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people who follow a religion or belief, including lack of belief?

Please provide evidence to explain why this group may be particularly affected.

No specific impacts identified.

Mitigating actions to be taken

Sex

Sex refers to whether you are a female or male.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on females or males?

Please provide evidence to explain why this group may be particularly affected.

No specific impacts identified.

Mitigating actions to be taken

Sexual Orientation

This refers to whether a person is sexually attracted to people of the same sex or a different sex to themselves. Please consider the impact on people who identify as heterosexual, bisexual, gay, lesbian, non-binary or asexual.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people with a particular sexual orientation?

Please provide evidence to explain why this group may be particularly affected.

No specific impacts identified.

Mitigating actions to be taken

Socio-economic deprivation

This refers to people who are disadvantaged due to socio-economic factors e.g. unemployment, low income, low academic qualifications or living in a deprived area, social housing or unstable housing.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people who are socio-economically disadvantaged?

Please provide evidence to explain why this group may be particularly affected.

In general the cost of charging an electric vehicle is much higher for public charging than charging through a private home charger. This presents disproportionate impact on those with no access to private parking and reliance on public charging. This can have an impact on those on low incomes particularly those who rely on their car for income such as taxi, private hire and delivery drivers.

Mitigating actions to be taken.

The council has commissioned spatial analysis of areas with higher levels of deprivation and areas with higher proportions of homes with no access to private parking. Public charging

To address the disparity in income the procurement will add more weight to bids with the lowest charging fees to users. The winning bid price will be secured for the duration of the contract length and increases will only be approved in line with changes in the Consumer Price Index.

Section 4 – Monitoring and review

How do you intend to monitor and review the effects of this proposal?

Who will be responsible for assessing the effects of this proposal

Suppliers will be required to produce reports on performance on meeting ket KPIs which will include monitoring correspondence/complaints from the public

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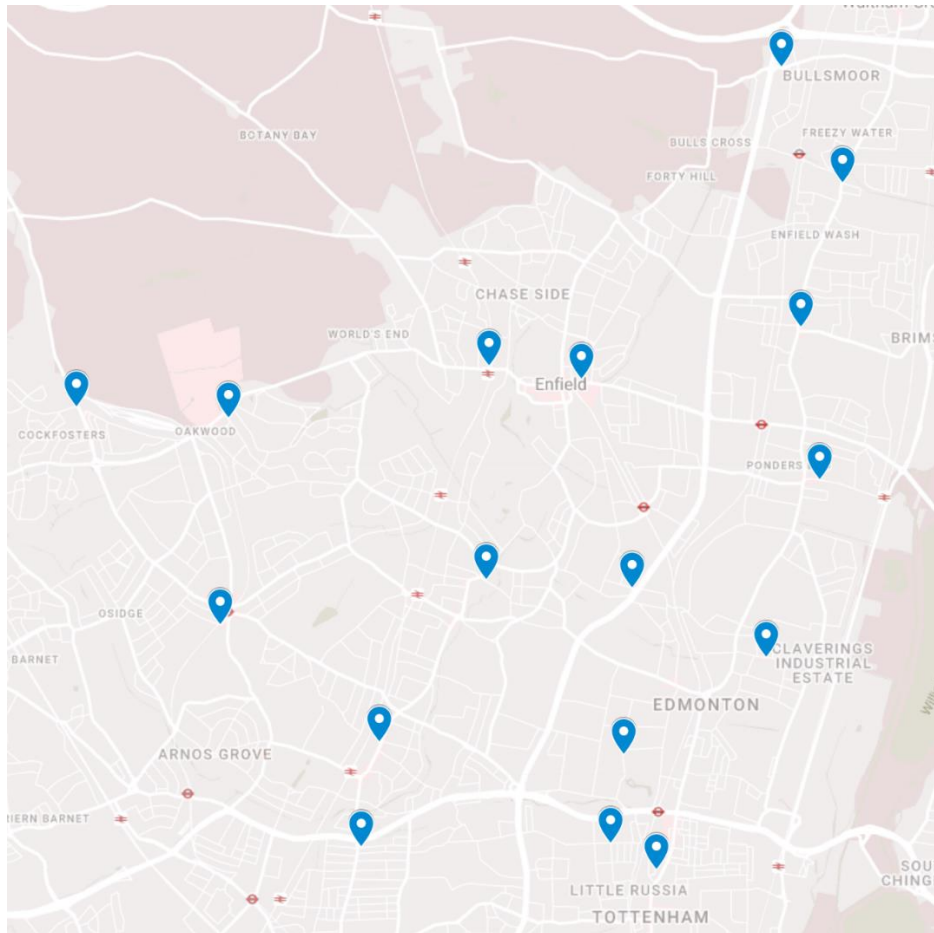
Section 5 – Action plan for mitigating actions

Any actions that are already completed should be captured in the equality analysis section above. Any actions that will be implemented once the decision has been made should be captured here.

| Identified Issue | Action Required | Lead officer | Timescale/By When | Costs | Review Date/Comments |
|------------------|-----------------|--------------|-------------------|-------|----------------------|
| | | | | | |
| | | | | | |
| | | | | | |

Appendix C – Provisional Rapid Charger Tranche 1 Site List

| Site Name | Postcode |
|------------------------------|----------|
| 85 Sweet Briar Walk | N18 1RZ |
| 17 Snell's Park | N18 2TD |
| 73 Bounces Rd | N9 8JE |
| 33 South Place | EN3 4LB |
| 141 Hertford Rd | EN3 5JG |
| 1 Princes Avenue | N13 6JU |
| 2 Florence Avenue | EN2 7AE |
| Fyfield rd | EN1 3SY |
| 1 Crawley Street | N9 9JJ |
| Bridport Road (Opposite 160) | N18 1sy |
| 2 S Lodge Drive | N14 4XA |
| 2-16 Burleigh Parade | N14 5AD |
| 257 Bullsmoor Lane | EN1 4SB |
| Mount Pleasant | EN4 0BX |
| 1 Elmhurst Road | EN3 5TE |
| 1 Fox Lane | N13 4AG |
| Firs Lane (Opposite 890) | N21 2RW |



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