



AGENDA

ENVIRONMENT, HEALTH AND WELLBEING CABINET ADVISORY COMMITTEE MEETING

Date: Tuesday, 25 January 2022

Time: 7.00 pm

Venue: Virtual Meeting Via Skype*

Membership:

Councillors Richard Darby, Steve Davey, Alastair Gould, James Hall, Ann Hampshire, Nicholas Hampshire, Mike Henderson, Carole Jackson (Vice-Chairman), Elliott Jayes, Lee McCall, Pete Neal, Ken Pugh, Ken Rowles (Chairman), David Simmons and Sarah Stephen.

Quorum = 5

Pages

Information about this meeting

*Members of the press and public can listen to this meeting live.

Details of how to join the meeting will be added to the website on 24 January 2022.

Link to meeting: To be added.

Privacy Statement

Swale Borough Council (SBC) is committed to protecting the privacy and security of your personal information. As data controller we ensure that processing is carried out in accordance with the Data Protection Act 2018 and the General Data Protection Regulations. In calling to join the meeting your telephone number may be viewed solely by those Members and Officers in attendance at the Skype meeting and will not be shared further. No other identifying information will be made available through your joining to the meeting. In joining the meeting you are providing the Council with your consent to process your telephone number for the duration of the meeting. Your telephone number will not be retained after the meeting is finished.

If you have any concerns or questions about how we look after your personal information or your rights as an individual under the Regulations, please contact the Data Protection Officer by email at dataprotectionofficer@swale.gov.uk or by calling 01795 417179.

Recording Notice

Please note: this meeting may be recorded, and the recording may be added to the website.

At the start of the meeting the Chairman will confirm if all or part of the meeting is being audio recorded. The whole of the meeting will be recorded, except where there are confidential or exempt items.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained in accordance with the Council's data retention policy.

Therefore by entering the meeting and speaking at Committee you are consenting to being recorded and to the possible use of those sound recordings for training purposes.

If you have any queries regarding this please contact Democratic Services.

1. Apologies for Absence
2. Minutes

To approve the [Minutes](#) of the Meeting held on 20 October 2021 (Minute Nos. 385 – 393) as a correct record.

3. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary Interests (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the meeting while that item is considered.

Advice to Members: If any Councillor has any doubt about the

existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

4. Updates from Cabinet
5. Budget 2022/23 and Medium-Term Financial Plan 5 - 28
6. Electric Vehicle Strategy - pre-consultation 29 - 70
7. Environmental Enforcement Policy 71 - 80

Issued on Monday, 17 January 2022

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of the Committee, please visit www.swale.gov.uk

**Chief Executive, Swale Borough Council,
Swale House, East Street, Sittingbourne, Kent, ME10 3HT**

This page is intentionally left blank

Environment, Health and Wellbeing Cabinet Advisory Committee	
Meeting Date	25 January 2022
Report Title	Budget 2022/23 and Medium-Term Financial Plan
Cabinet Member	Cllr Truelove, Leader and Cabinet Member for Finance
SMT Lead	Lisa Fillery, Director of Resources
Head of Service	Phil Wilson, Head of Finance and Procurement
Lead Officer	Phil Wilson, Head of Finance and Procurement
Key Decision	Yes
Classification	Open
Forward Plan	Reference Number:
Recommendations	<ol style="list-style-type: none"> 1. To note the draft 2022/23 revenue and capital budgets. 2. To note the Medium-Term Financial Plan.

1. Purpose of Report and Executive Summary

- 1.1 This report sets out draft 2022/23 revenue and capital budgets and the draft Medium Term Financial Plan (MTFP).
- 1.2 The Council is still in the midst of a highly complex situation arising from the Covid pandemic; very significant additional costs, significant loss of income and additional Government funding (both general and specific grants). The Council weathered the Covid financial pressures well, but in a way the significant amount of additional funding received should not detract from the very serious underlying financial issues.
- 1.3 The Government announced a Spending Review on 27 November. At time of writing the report, the target date for the provisional settlement is 5 December.
- 1.4 The contents of this report will form the basis of the formal scrutiny of the budget proposals on 26 January.

2. Background

Local Government Finance

- 2.1 Fundamental changes planned to the funding basis of councils have been deferred. No announcement has been made about the baseline reset or any of the other business rates reforms. Given that business rate pilots will be continuing until 2024/25, this suggests that the baseline reset will also be delayed. There was no announcement on the Fair Funding Review and the growing sense that it too will be delayed until 2025/26.
- 2.2 However, during an appearance before the Housing, Communities and Local Government Select Committee on 8 November, the Secretary of State for Levelling Up stated that the Government was to proceed with caution regarding the move to local government retaining 75% of business rates from the current 50%.
- 2.3 On 27 November, the Chancellor of the Exchequer announced the Spending Review 2021 that will cover the next three years (2022/23 to 2024/25). Details of the funding allocations will not be announced until the provisional settlement in December 2021. There are a number of settlement issues that will affect Swale:
- New Homes Bonus (NHB). There was no announcement on the future of NHB (there was a consultation paper earlier this year). Officials have not given any indication about whether NHB will disappear in 2022/23 or 2023/24, or whether it will continue in some form for the rest of the spending review period.
 - Ongoing COVID pressures. No new funding has been announced for any additional pressures in local government.
 - The threshold for “core” council tax increases remained at 2% We also anticipate the £5 per annum maximum increase will be permitted. There is no indication that there will be greater flexibility for districts
 - Public sector bodies will receive compensation for any additional contributions paid from the 1.25% increase from April 2022 onwards in National Insurance Contributions. The Treasury has set aside £1.7bn to £1.8bn every year to pay compensation, however, indications are that the compensation for local authorities will be included within overall grant allocations.
 - Business Rates: There will be a 50% discount for retail, hospitality and leisure sectors (up to a maximum of £110,000) in 2022/23. Local authorities will be fully funded for the additional costs of the discount.

Coalition Priorities

- 2.4 The administration's approach to managing the Council's finances and achieving priorities are:
- Revenue budget is highly constrained.
 - Use one-off monies to fund administration priorities.
 - Approach using one-off monies has been successful - Special Projects Fund/Improvement and Resilience Funds/ Town Centre funds.
- 2.5 The Council in May 2019 had revenue reserves of £22.2m and this had remained at £22.2m at 31 March 2021 (excluding reserves committed for supporting the collection fund). The approach has been to use one-off monies to support key Coalition priorities. So, the Business Rates Volatility Reserve and shared Business Rates funds have been committed to Coalition priorities. The projects supported from the Special Project Fund show the extent of support provided across the borough to deliver specific projects.

Covid

- 2.6 The Financial Management Report for 2021/22 which is also on the agenda for this Cabinet meeting, forecasts a budget variance of £359k due to the ongoing effect of the coronavirus pandemic, notably in the loss of income from car parking which is a result of the change in working patterns and there is a consequent significant reduction in the budget for car parking income for 2022/23.

Use of Reserves

- 2.7 Reserves are central both to achieving the Coalition priorities and to achieving a balanced budget position.
- 2.8 As at 31 March 2021 the revenue reserves were £22.2m (not including those reserves earmarked for use against the collection fund deficit). However, they are earmarked for particular functions:
- Reserves which are for an accounting adjustment between the value of income received and the value in the council's accounts for rental income (£0.5m);
 - Reserves earmarked for a particular project. Heads of Service have reviewed their reserves to determine whether the entire reserve is still required (£17.2m); and,
 - The General Fund (£3.1m after rollovers £294k plus transfer to Covid Recovery Fund of £1,043k).

- 2.9 Reserves can be used to balance the budget but as this is the use of one-off money it still leaves an underlying issue. Nonetheless Government will expect reserves to be utilised and have been critical of the level of reserves held by councils. Reserves will be an essential part of balancing the Swale budget for 2022/23.
- 2.10 Budget costs previously earmarked as being funded from reserves have been put back into the base budget notably Minimum Revenue Provision (MRP) (£302k) and pension increases (£182k).
- 2.11 We are proposing to end the special project fund with 2021/22 being the last year it is topped up by £1m from the Business Rates Volatility Reserve. This will mean a total of £3m will have been spent on the delivering projects across the borough.

Capital Strategy

- 2.12 The capital strategy will be reported to Cabinet and Council in February. A draft capital budget is presented for Cabinet to consider. New projects for the capital budget will be subject to individual business cases for decision by Cabinet.

Council Tax

- 2.13 The 2022/23 budget and the MTFP assume an increase of £4.95 per annum subject to confirmation in the Local Government Finance Settlement of the parameters for District Councils.

Contractual Price Inflation

- 2.14 The Council's major contracts are subject to price inflation provisions. The main contracts have the following provisions:

Contract	Inflation Provision
Refuse/ Street cleaning	Average Weighted Earnings (AWE) 40%, Consumer Price Index (CPI) 40%, and Diesel fuel index 20%
Grounds maintenance	Consumer Price Index
Leisure	Retail Price Index
Public Conveniences	AWE 55%, CPI 35%, and Diesel fuel index 10%.

Staff Pay

- 2.15 The budget currently reflects the fact that the staff pay increase, to which members' allowances increases are linked, is subject to negotiation with trade unions locally. The current budget provision is for a 2% increase plus further salary costs including increments where applicable. However this will need to be considered with the increase of the Real Living Wage to £2.90 announced on 15 November.

3. Proposals

- 3.1 Given the timing of this report this is an interim step in the development of fully balanced budget proposals.
- 3.2 The updated Medium Term Financial Plan is attached in Appendix I. It currently shows a gap to be closed for a balanced position of £2.3m.
- 3.3 To close this gap, it is proposed to use £1m for the Business Rates Volatility Reserve originally earmarked for the Special Projects Fund and a further £1.3m from reserves.
- 3.4 Variations from the 2021/22 base budget are set out in Appendix II. For convenience they are shown by Head of Service with the standard categories of Growth, Unavoidable Cost Pressures, Loss of Income, Service Savings and Additional Income.
- 3.5 The draft capital budget is attached in Appendix III.

4. Alternative Options

- 4.1 Do nothing – This is not recommended as the Council is legally required to set a balanced budget. The Constitution also requires the Scrutiny Committee to have budget proposals one month in advance of their January meeting. Further budget report will be submitted to Cabinet and Council in February 2022.

5. Consultation Undertaken or Proposed

- 5.1 Formal consultation with the business community will be undertaken. The Budget proposals contained in this report will be made available for comment on the Council's website from 9 December to 13 January.

6. Implications

Issue	Implications
Corporate Plan	The budget proposals support the achievement of the Council's corporate priorities.
Financial, Resource and Property	The report sets out the Council's resourcing position.
Legal, Statutory and Procurement	The Council is required to set a Council tax and a balanced budget.
Crime and Disorder	Any potential implications will be addressed by service managers in their budget proposals.
Environment and Climate/Ecological Emergency	The proposals support the Climate Change and Ecological motion agreed by Cabinet.

Issue	Implications
Health and Wellbeing	Any potential implications will be addressed by service managers in their budget proposals.
Safeguarding of Children, Young People and Vulnerable Adults	Any potential implications will be addressed by service managers in their budget proposals.
Risk Management and Health and Safety	Any potential implications will be addressed by service managers in their budget proposals.
Equality and Diversity	Any potential implications will be addressed by service managers in their budget proposals.
Privacy and Data Protection	Any potential implications will be addressed by service managers in their budget proposals.

7. Appendices

7.1 The following documents are to be published with this report and form part of the report:

- Appendix I: Medium Term Financial Plan
- Appendix II: Budget variations
- Appendix III: Capital budget

8. Background Papers

None

2022/23 Medium Term Financial Plan (MTFP)

Service	2021/22	2022/23	2023/24	2024/25
	£'000	£'000	£'000	£'000
Chief Executive	263	240	240	240
Director of Neighbourhoods & Regeneration	224	225	225	225
Environment & Leisure	6,258	6,535	7,256	8,047
Planning	865	765	739	740
Housing & Community Services	3,472	3,440	3,440	3,440
Regeneration & Economic Development	(129)	(247)	(332)	(400)
Policy, Governance & Customer Services	2,273	2,253	2,253	2,253
Finance & Procurement	816	782	788	794
Corporate Overheads/Capital Financing	2,344	2,857	2,854	2,818
Revenues & Benefits	392	441	398	354
Environmental Health	522	521	521	521
MKS Legal	486	476	476	476
MKS Audit	182	182	182	182
MKS Human Resources	431	450	450	450
MKS Information Technology	1,362	1,362	1,362	1,362
Collection Fund Surplus	(50)	0	0	0
Pay and inflation	0	314	606	898
Sub Total Base Budget	19,711	20,596	21,458	22,400
Drainage Board	876	906	937	969
Historic contribution to reserves	93	93	93	93
Contribution to/ (from) reserve	(662)	52	106	106
Savings required	0	(2,316)	(2,683)	(3,127)
Grants				
Revenue Support Grant	(116)	(117)	(117)	0
Business Rates - Gross	(8,733)	(9,163)	(9,413)	(9,667)
Less NNDR share of homelessness funding	91	91	91	91
Local Council Tax Scheme Grant	(198)	0	0	0
Lower Tier Services Grant	(183)	0	0	0
Covid grant allocation	(996)	0	0	0
New Homes Bonus (assuming not just legacy payments)	(1,028)	(913)	(860)	(860)
Council Tax requirement	8,855	9,229	9,612	10,005
Annual savings required		(2,316)	(367)	(444)
Tax Base	48,040.12	48,760.72	49,492.13	50,234.51
Council Tax	184.32	189.26	194.21	199.16
Council Tax increase %		2.68%	2.61%	2.55%
Council Tax increase £		4.95	4.95	4.95
Tax Base increase %		1.50%	1.50%	1.50%

Please note that in all appendices, figures in brackets represent income or reductions in the net cost of services.

2022/23 Medium Term Financial Plan (MTFP)

Service	2021/22	Growth	Unavoidable Pressure	Loss of Income	Increased Income	Price Increases	Savings	Operational	2022/23
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	263						(23)		240
Director of Neighbourhoods & Regeneration	224							1	225
Environment & Leisure	6,258	281	93	373	(596)	198	(84)	12	6,535
Planning	865				(36)		(65)	1	765
Housing & Community Services	3,472	16					(49)	1	3,440
Regeneration & Economic Development	(129)	0			(101)	15	(47)	15	(247)
Policy, Governance & Customer Services	2,273					8	(25)	(3)	2,253
Finance & Procurement	816						(36)	2	782
Corporate Overheads/Capital Financing	2,344		570			11	(70)	2	2,857
Revenues & Benefits	392			87			(29)	(9)	441
Environmental Health	522	0						(1)	521
M&S Legal	486				(10)				476
M&S Audit	182								182
M&S Human Resources	431	19							450
M&S Information Technology	1,362								1,362
Collection Fund Surplus	(50)		50						0
Pay and inflation	0	314							314
Sub Total Base Budget	19,711	630	713	460	(743)	232	(428)	21	20,596

2022/23 Medium Term Financial Plan (MTFP)

Service	2021/22	Growth	Unavoidable Pressure	Loss of Income	Increased Income	Price Increases	Savings	Operational	2022/23
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Drainage Board	876	30							906
Historic contribution to reserves	93								93
Contribution from reserve	(662)	714							52
Savings required	0						(2,316)		(2,316)
Grants									
Revenue Support Grant	(116)				(1)				(117)
Business Rates - Gross	(8,733)				(430)				(9,163)
Less NNDR share of homelessness funding	91								91
Local Council Tax Scheme Grant	(198)			198					0
Lower Tier Services Grant	(183)			183					0
Covid grant allocation	(996)			996					0
New Homes Bonus	(1,028)			115					(913)
Council Tax requirement	8,855	1,374	713	1,952	(1,174)	232	(2,744)	21	9,229

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
1	REED	Chief Executive	Chief Exec - Dept Management	Salaries	Salary Savings	Salary savings	(23,000)	0	0
2					Salary Savings Total		(23,000)	0	0
3		Chief Executive Total					(23,000)	0	0
Page 14	CASELL	Environment & Leisure	Cemeteries - Swale	Interment	Additional income	Variable burial income depending upon the number of burials requested	(11,350)	0	0
	CASELL	Environment & Leisure	various	various	Additional income	Increase in Fees & Charges income	(23,680)	(1,000)	(1,000)
	CASELL	Environment & Leisure	Swale Community Leisure Trust Ltd	Contracts	Additional income	Contractual changes do not include RPI uplift figures as dependent upon seeing Covid recovery.	(98,759)	(79,263)	0
	CASELL	Environment & Leisure	S/B Multistorey Car Park	Season Tickets	Additional income	Only predicted for 22-23 due to current arrangement	(45,000)	45,000	0
8	CASELL	Environment & Leisure	Civil Parking Enforcement	Suspended Parking Bays	Additional income	Revised fees and charges	(2,550)	0	0
9	CASELL	Environment & Leisure	Recycling Campaign	Garden Waste Scheme-Brown Bins (not compost bins)	Additional income	Additional income from proposed increase in annual charge	(300,000)	(27,788)	(28,690)

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
10	CASELL	Environment & Leisure	Wheeled Bins	Grants & Contributions-no supply goods or services	Additional income	New bins for new estates	(30,000)	0	0
11	CASELL	Environment & Leisure	Wheeled Bins	Domestic/Residential Wheelie Bin Charge (lost/damaged/stolen bins)	Additional income	Income from proposed new charge for replacement bin	(85,000)	0	0
					Additional income Total		(596,339)	(63,051)	(29,690)
	CASELL	Environment & Leisure	various	various	Committed price increases	Inflation increases	31,110	14,605	14,975
14	CASELL	Environment & Leisure	Refuse & Recycling	Private Contractors	Committed price increases	Indexation on current contract up plus estimate for cost of new contract	90,831	364,944	384,245
15	CASELL	Environment & Leisure	Street Cleansing	Private Contractors	Committed price increases	Indexation on current contract up plus estimate for cost of new contract	76,705	317,065	335,004
16					Committed price increases Total		198,646	696,614	734,224
17	CASELL	Environment & Leisure	Grounds Maintenance	Maintenance - Grounds Contract	Growth items	This is based on the new contract	148,733	37,189	38,118

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
18	CASSELL	Environment & Leisure	Open Spaces - Swale	Arboriculture (tree) contract	Growth items	Based on new Trees contract	31,000	980	1,000
19	CASSELL	Environment & Leisure	Swale Car Parks	MKS charge for car park service	Growth items	Increase in cost for car parks partnership	15,000	0	0
20	CASSELL	Environment & Leisure	Public Conveniences	Private Contractors	Growth items	Cost of new facilities	86,828	10,314	28,861
21					Growth items Total		281,561	48,483	67,979
Page 23 of 26	CASSELL	Environment & Leisure	Coast Protection	Contribution to SBC costs from KCC	Loss of income	Coast protection agreement ending	12,750	1,500	640
	CASSELL	Environment & Leisure	Open Spaces - Swale	Commuted Sums - Contracts	Loss of income	End of commuted sums provision	25,385	19,308	1,746
	CASSELL	Environment & Leisure	Beach Huts	Beach Huts - plot and hut	Loss of income	Income variations	8,000	(5,000)	(2,000)
	CASSELL	Environment & Leisure	S/B Multistorey Car Park	Fees & Chgs Vatable	Loss of income	Covid impact on parking expected to become permanent	20,000	0	0
26	CASSELL	Environment & Leisure	Swale Car Parks	Fees & Chgs Vatable	Loss of income	Continued impact of Covid-19. Overall impact offset slightly by increased fees and charges	275,000	0	0
27	CASSELL	Environment & Leisure	Swale Car Parks	Season Tickets	Loss of income	Continued impact of Covid-19	25,000	0	0

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
28	CASELL	Environment & Leisure	Special Collections	Fees & Chgs Vatable	Loss of income	A249 litter picking. This reduction is because SBC is not doing all of road.	6,450	0	0
29					Loss of income Total		372,585	15,808	386
30	CASELL	Environment & Leisure	Salaries	Salaries	Salary Savings	Net salary savings	(67,025)	0	0
31					Salary Savings Total		(67,025)	0	0
32	CASELL	Environment & Leisure	Public Conveniences	Business Rates	Service savings	A recent legislative change means that public conveniences no longer pay business rates.	(16,900)	0	0
33					Service savings Total		(16,900)	0	0
34	CASELL	Environment & Leisure	Wheeled Bins	Equipment Purchase	Unavoidable cost pressures	Increased cost of replacement bins	93,000	0	0
35					Unavoidable cost pressures Total		93,000	0	0
36		Environment & Leisure Total					265,528	697,854	772,899

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
37	WILSON	Collection Fund Surplus	Non-Specific Grants	Surplus/Deficit CTax Income (Budget)	Unavoidable cost pressures	No surplus is anticipated on the collection fund due to the after effects of covid and the reduction in C tax income	50,000	0	0
38					Unavoidable cost pressures Total		50,000	0	0
39		Collection Fund Surplus Total					50,000	0	0
40	WILSON	Corporate Costs	Financial Services	Supply of Insurance Cover	Committed price increases	Increase in cost of insurance cover	11,210	11,490	11,780
41					Committed price increases Total		11,210	11,490	11,780
42	WILSON	Corporate Costs	Interest Payable	Interest Payable	Service savings	Fewer loans This does not include Rainbow loan which will be reported separately	(38,900)	0	0
43	WILSON	Corporate Costs	Parish Councils (Footway Lighting)	Grants & Subscriptions	Service savings	Propose to end support to Parishes as they are able to increase their precept without restrictions	(19,855)	(19,855)	0

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
44	WILSON	Corporate Costs	Adjustments between accounting/funding basis - GF	Pension Enhancements	Service savings	Reductions in pension payments	(11,680)	0	0
45					Service savings Total		(70,435)	(19,855)	0
46	WILSON	Corporate Costs	Corporate Costs	External Audit Fee	Unavoidable cost pressures	Increase in audit fee	11,010	1,790	1,840
47	WILSON	Corporate Costs	Treasury Mgt & Bank Charges	Broker Fees	Unavoidable cost pressures	Increase in broker fees	9,900	0	0
48	WILSON	Corporate Costs	Pension no longer funded from Reserves	Pension	Unavoidable cost pressures	Pension no longer funded from reserves	181,640	0	0
49	WILSON	Corporate Costs	Adjustments between accounting/funding basis - GF	Minimum Revenue Provision	Unavoidable cost pressures	Borrowing cost of STC	335,000	3,000	(51,000)
50	WILSON	Corporate Costs	Adjustments between accounting/funding basis - GF	Payroll - Gross Pay	Unavoidable cost pressures	Net salary adjustments	33,130	0	0
51					Unavoidable cost pressures Total		570,680	4,790	(49,160)
52		Corporate Costs Total					511,455	(3,575)	(37,380)
53	WILSON	Finance & Procurement	Financial Services	Salaries	Salary Savings	Salary savings	(36,640)	4,908	5,106

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
54					Salary Savings Total		(36,640)	4,908	5,106
55		Finance & Procurement Total					(36,640)	4,908	5,106
56	HUDSON	Housing & Community Services	Housing Private Sector	Salaries	Growth items	New approved increase in establishment to deal with Empty Homes and Caravan work and Energy	16,100	0	0
					Growth items Total		16,100	0	0
57	HUDSON	Housing & Community Services	Salaries	Salaries	Salary Savings	Salary savings	(49,210)	0	0
58					Salary Savings Total		(49,210)	0	0
59		Housing & Community Services Total					(33,110)	0	0
60	SANDHER	MKS Human Resources	Apprenticeships	Payroll - Gross Pay	Growth items	Real living wage for apprentices	18,710	0	0
61					Growth items Total		18,710	0	0
62		MKS Human Resources Total					18,710	0	0
63	VALMOND	MKS Legal	Legal (Clientside Costs)	Legal Fees - Planning/S106 (Non-Business)	Additional income	Additional s106 income	(10,000)	0	0
64					Additional income Total		(10,000)	0	0
65		MKS Legal Total					(10,000)	0	0
66							(10,000)	0	0

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
67	FREEMAN	Planning	Development Management	PPA - Planning Performance Agreement	Additional income	New item	(25,500)	0	0
68	FREEMAN	Planning	Development Management	S106 Monitoring Fees	Additional income	Additional income from s106 fees anticipated	(10,000)	0	0
69					Additional income Total		(35,500)	0	0
70	FREEMAN	Planning	Development Management	Salaries	Salary Savings	Salary savings	(58,839)	(27,300)	0
71					Salary Savings Total		(58,839)	(27,300)	0
72	FREEMAN	Planning	Spatial Policy	Fees and Services	Service savings	Reduction in fees required	(6,000)	0	0
73					Service savings Total		(6,000)	0	0
74		Planning Total					(100,339)	(27,300)	0
75	CLIFFORD	Policy, Governance & Customer Services	General Democratic Costs	Allowances	Committed price increases	Increase in NI costs for members	7,257	0	0
76					Committed price increases Total		7,257	0	0
77	CLIFFORD	Policy, Governance & Customer Services	Operational service savings	Operational service savings	Service savings	Operational service savings	(9,000)	0	0
78	CLIFFORD	Policy, Governance & Customer Services	Swale BC Publications	Developing & Printing	Service savings	Decrease in costs for Inside Swale	(7,500)	0	0

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
79	CLIFFORD	Policy, Governance & Customer Services	Swale BC Publications	Postage	Service savings	Decrease in costs for Inside Swale	(8,000)	0	0
80					Service Savings Total		(24,500)	0	0
81		Policy, Governance & Customer Services Total					(17,243)	0	0
82	JOHNSON	Regeneration & Economic Development	Rental income	rental income	Additional income	Rental income increases	(100,977)	(52,223)	(78,353)
					Additional Income Total		(100,977)	(52,223)	(78,353)
83	JOHNSON	Regeneration & Economic Development			Committed price increases	Utility costs	15,342	0	0
85					Committed Prices Total		15,342	0	0
86	JOHNSON	Regeneration & Economic Development	Salaries	Salaries	Salary savings	Salary savings	(35,515)	0	0
87					Salary Savings Total		(35,515)	0	0
88	JOHNSON	Regeneration & Economic Development	Business & Skills	Fees and Services	Service savings	Deletion of the learning & skills operational budget	(11,780)	0	0
89					Service savings Total		(11,780)	0	0
90		Regeneration & Economic Development Total					(132,930)	(52,223)	(78,353)

Budget Variations

No.	Head of Service	Service	Service Description	Type of Spend/ Income	MTFP Category	Explanation of Budget Change	22/23 Increase Over & Above 21/22 £	23/24 Increase Over & Above 22/23 £	24/25 Increase Over & Above 23/24 £
91	KENT	Revenues & Benefits	MKS Enforcement Service - Council Tax	MKS Debt Recovery Service Income	Loss of income	Reduction in income due to revised forecast of proportion of debt that can be recovered	87,000	(43,500)	(43,500)
92					Loss of income Total		87,000	(43,500)	(43,500)
93	KENT	Revenues & Benefits	Housing Benefit & C Tax Support - Administration	H.B Admin Subsidy	Service savings	Admin grant	(8,726)	0	0
94	KENT	Revenues & Benefits	Council Tax Collection	Postage	Service savings	Postage savings	(20,000)	0	0
95					Service savings Total		(28,726)	0	0
96		Revenues & Benefits Total					58,274	(43,500)	(43,500)
97		Service Total					550,705	576,164	618,772
98		Operational Items Total					20,983	(7,151)	30,835
99		Grand Total					571,688	569,013	649,607

		To Match Appendix I:					£'000	£'000	£'000
		Grand Total (above)					571	570	650
		Base Budget					19,711	20,596	21,458
		Pay and Inflation					314	292	292
		Base Budget Total					20,596	21,458	22,400

Capital Programme

	Detail	2021/22 Original Budget	2021/22 Revised Budget	2022/23 Original Budget	2023/24 Original Budget	Budget Later Years
		£	£	£	£	£
Environment & Leisure - M. Cassell						
Gunpowder Works Oare Faversham – S106	S106	0	9,000	0	0	0
New Play Area – Iwade Schemes – S106	S106	0	45,000	0	0	0
Resurfacing Promenade, The Leas – External Grant	External Grant	0	79,970	0	0	0
Modular Toilet Kiosk - Minster Leas - Special Project	Special Project SPF 22	0	24,360	0	0	0
Milton Creek Access Road – Reserves	Reserves	0	40,000	0	0	0
Barton's Point Coastal Park - replacement bridge - Capital Receipts	Capital Receipts	0	148,400	0	0	0
Beach Huts – Capital Receipts	Capital Receipts	0	60,000	0	0	0
Sheppey Improvement Fund – Capital Receipts	Capital Receipts	250,000	250,000	0	0	0
Sheppey Improvement Fund - Loan	Loan	0	16,000	0	0	0
Faversham Recreation Ground Outdoor Gym equipment - S106	S106		4,940			
Faversham Recreation Ground Improvements – External Grants/S106	External Grant	0	15,800	0	0	0
Open Spaces Play Equipment – S106	S106	100,000	456,000	0	0	0
Leisure Centres – Internal / External Borrowing	Internal/External	0	293,850	0	0	0
Swallows Leisure Centre - Capital Works	Covid Recovery Fund	0	81,740	0	0	0
Play Improvements – Reserves	Special Projects	0	150,000	0	0	0
Play Improvements – Capital Receipts	Capital Receipts	50,000	50,000	0	0	0
Play Improvements – Diligent Drive – Reserves	Special Projects	0	18,000	0	0	0
Public Toilets for Queenborough All Tide Landing	Improvement & Resilience Fund	0	6,900	0	0	0
Public Toilets - Forum Sittingbourne - Special Project	Special Project SPF 24	0	42,080	0	0	0
Toilet Block & Shower Block - Barton Point – Special Projects	Special Project SPF 23	0	184,280	0	0	0
Wheeled Bins - Reserves	R & R	35,000	286,000	35,000	35,000	35,000
St Anne's Footbridge Lighting - Reserves	SPF 16	0	41,250			
Total Environment & Leisure		435,000	2,303,570	35,000	35,000	35,000

Capital Programme

	Detail	2021/22 Original Budget	2021/22 Revised Budget	2022/23 Original Budget	2023/24 Original Budget	Budget Later Years
		£	£	£	£	£
<u>Housing & Community Services - C. Hudson</u>						
CCTV – Reserves	R & R Reserve	15,000	45,000	15,000	15,000	15,000
CCTV Monitoring Control Centre – Reserves	R & R Reserve	0	4,960	0	0	0
Disabled Facilities Grant Mandatory – External Grant	External Grant	2,062,800	3,301,260	2,062,800	2,062,800	2,062,800
Disabled Facilities Grant – External Grant	External Grant	0	1,927,530	0	0	0
Winter Warmth Grants	External Grant	0	6,780	0		
Rainbow Homes	Internal/External	11,500,000	11,500,000	11,500,000	0	0
Rainbow Homes - Business Planning Work	Internal/External	250,000	250,000	0	0	0
Murston Old Church	Community Fund CFB 62	0	20,000	0	0	0
Sheppey Hall Improvement	Special Project SPF 11	40,000	0	0	0	0
Thistle Hill Community Centre - Solar PV installation	Special Project SPF 30	20,000	20,000	0	0	0
Land Regeneration/Improvement Works at Dolphin Barge Museum & Skatepark	Special Project SPF 18	37,920	37,920	0	0	0
Land Regeneration/Improvement Works at Dolphin Barge Museum & Skatepark	Capital Receipts	14,140	14,140	0	0	0
Total Housing & Community Services		13,939,860	17,127,590	13,577,800	2,077,800	2,077,800
<u>Regeneration & Economic Development - J. Johnson</u>						
High Streets - Various	High Street Fund	0	780,430	0	0	0
High Streets - Various	S106	0	100,000	0	0	0
High Streets - Various	Improvement & Resilience Fund	0	106,920	0	0	0
Sittingbourne Town Centre –Internal/External Borrowing	Internal/External	0	1,079,700	0	0	0
Footpath Contribution – High Street Sittingbourne – S106	S106	0	5,660	0	0	0

Capital Programme

	Detail	2021/22 Original Budget	2021/22 Revised Budget	2022/23 Original Budget	2023/24 Original Budget	Budget Later Years
		£	£	£	£	£
Faversham Creek Basin Regeneration Project (Swing Bridge) – Capital Receipts	Capital Receipts	0	200,000	0	0	0
Queenborough & Rushenden Klondyke Land Improvement	External Grant - Housing Infrastructure Fund (HIF)	0	1,103,490	0	0	0
Swale House Refurbishment - Internal/External	Internal/External	3,000,000	50,000	1,912,400	0	0
Coronation Clock Tower Sheerness - Reserves	Reserves/ s106	0	185,000	0	0	0
Redevelopment of Master's House, Sheerness	Capital Receipts/ external grant/ reserves	0	1,550,000	0	0	0
Sheppey Capital Investments	Capital Receipts	850,000	0	0	0	0
Total Regeneration & Economic Development		3,850,000	5,161,200	1,912,400	0	0
Policy						
Council Chamber IT equipment	Capital Receipts	0	0	50,000	0	0
Total Policy		0	0	50,000	0	0
Planning – J. Freeman						
Faversham Reach Public Footpath ZF43	Faversham Creek Footpath Reserve	0	60,000	0	0	0
Total Planning		0	60,000	0	0	0
ICT - C. Woodward						
ICT Infrastructure & Equipment Replacement - Reserves	R & R	299,300	349,700	0	0	0
Total ICT		299,300	349,700	0	0	0
Total Capital Programme		18,524,160	25,002,060	15,575,200	2,112,800	2,112,800

Capital Programme

This page is intentionally left blank

Environment, Health and Wellbeing Committee Meeting	
Meeting Date	Tuesday 25 th January 2022
Report Title	Electric Vehicle Strategy
Cabinet Member	Cllr Tim Valentine, Cabinet Member for Climate and Ecological Emergency
SMT Lead	Emma Wiggins, Director of Regeneration & Neighbourhoods
Head of Service	Martyn Cassell, Head of Environment & Leisure
Lead Officer	Grace Couch, Climate and Ecological Emergency Project Officer
Key Decision	No
Classification	Open
Recommendations	1. Consider and discuss the content of the Strategy and make any recommendations for change ahead of public consultation.

1 Purpose of Report and Executive Summary

1.1 The draft Electric Vehicle Strategy (hereafter ‘the Strategy’) aims to clarify the council’s position on EV charging infrastructure, including the debate between on- and off-street charging.

1.2 The Strategy includes:

- Clear vision and direction for the types and locations of charge points in Swale;
- Strategic and focused actions and measures to encourage Electric Vehicle uptake;
- Engagement and support process with all stakeholders and delivery partners on the installation of charge points;
- Recognition of the needs and demands of both EV and non-EV owners at the time of writing;
- Considerations of air quality improvement aspirations;
- Additional steps to futureproof the proposed strategy due to the nature of EV technology; and
- Implementation and delivery plan for the Electric Vehicle Strategy for 2022 - 2030.

2 Background

2.1 The Climate and Ecological Emergency Action Plan sets out the ambition to install EV charging points across the borough, as well as to develop an EV charging strategy including publicly accessible fast and rapid chargers, in council and private

car parks (e.g. hotels, shopping centres), and working with KCC for on-street charging. EV charging is also identified as a measure in the Air Quality Action Plan, draft Transport Strategy and parking SPD.

2.2 The Strategy aims to establish where charging will be focused in the borough, and the relationship with Kent County Council as the Highways Authority. The current EV ownership and parking levels are presented alongside the relationship with AQMA areas, before the key objectives, proposals and solutions for Swale are presented in section 7.

2.3 The objectives stated are;

- i. Creating and facilitating a network of EVCPs that meets the needs of residents, businesses and visitors, with sufficient coverage by 2030
- ii. Design sites that take into consideration accessibility concerns and other road users/pedestrians
- iii. Ensure the charging network has capacity for further expansion and is futureproofed
- iv. Encourage the uptake of EVs through education, campaigns, supporting trials, initiatives and public engagement
- v. Lead by example through use of electric vehicles wherever possible for delivering council service and promoting the benefits.

2.4 The Strategy identified home charging as the priority area to focus on, encouraging uptake of the home-charge scheme and installing charge points in council owned car parks in areas with high levels of on-street parking demand. Where this is not possible, cooperation will be sought with stakeholders to identify suitable locations for charge points, particularly in AQMA areas. This is followed by destination charging.

2.5 At present, on-street charging is not suitable for the parking demands of Swale, however technology in this area will be monitored. This also adheres to KCC guidance stating that on-street charging should only be selected as an option where it is not possible to serve demand elsewhere. Additionally, KCC will not currently allow private EVCPs to be installed on the highway or charging cables to be brought from a private property to the highway land. This results in charging hubs in car park locations are the most coherent strategy for the delivery of EV charging infrastructure.

2.6 Other key features include:

- Recognising driver and pedestrian safety, inclusivity, coherence, attractiveness and reliability as key
- Recognition of technological advances and the actions that will need to be taken to ensure the charging network is future-proofed
- Summary of the resident consultation conducted Summer 2021
- Commitment to 'lead from the front' with an electric fleet
- The utilisation of a car club to provide an opportunity to trial an electric vehicle and encourage more sustainable travel

- Support for businesses and encouraging uptake of the workplace charging scheme
- The anticipated review of the taxi licensing policy as an opportunity to include mechanisms to encourage the uptake of ULEV taxis
- Utilisation of social media, Inside Swale and other marketing avenues to inform residents of the benefits of EVs and our charging network

2.7 The Strategy recognises the On-Street Residential Charge Point Scheme as a source of funding, with analysis undertaken by the Energy Saving Trust informing future plans (at present this is in the region of 11 charge points across 5 car parks, creating 22 charging bays).

2.8 Swale's approach will also focus on the direct procurement of charging equipment rather than entering into profit share arrangements and not owning the equipment. This enables full control of the equipment and maintenance, along with fee rates ensuring we can maintain the standards set out in this strategy. This will also ensure we can be responsive to what is a rapidly changing market in a way that is sensitive to the unique needs of the Swale district. This does not mean we need to manage all payments via the units as this is achieved via the charger company software.

2.9 There are a number of questions that we ask Members of this committee to consider;

- Do you agree with the stated objectives of the Strategy as shown in 2.3 above?
- Do you feel anything is missing from the Strategy that needs considering?
- Does the action plan help meet the objectives?

3 Proposals

3.1 Consider and discuss the content of the Strategy and make any recommendations for change ahead of public consultation.

4 Alternative Options

4.1 Members could choose not to have a Strategy. This is not a feasible way forward as we would lack a coherent direction for the installation of future charging infrastructure. The lack of clarity surrounding charge point design and clear stipulations against trailing cables (and other concerns surrounding on-street charging) could result in un-safe charge point installation across the borough.

4.2 We could adopt a more ambitious strategy, including on-street charging as a priority and higher installation rates, in an attempt to encourage EV uptake. At present there is not sufficient funding for this direction of travel, nor evidenced demand. Approval for on-street charging is likely to reopen resident debate about the right to park outside their house.

5 Consultation Proposed

- 5.1 The draft Strategy will be posted on the Council’s web site for an eight-week public consultation period in Spring 2022 with an online survey and comments section. This can be publicised in the Council’s ‘Inside Swale’ publication which is distributed to households in the Borough and on our social media platforms.
- 5.2 An invitation will be issued to stakeholder organisations such as Town and Parish Councils to submit their comments on the Strategy.

6 Implications

Issue	Implications
Corporate Plan	<p>Investing in our environment and responding positively to global challenges</p> <p>The Climate and Ecological Emergency is recognised as the biggest global challenge this generation will face. Electric Vehicles are integral to reducing emissions and halting global warming.</p>
Financial, Resource and Property	<p>The Strategy itself does not propose any immediate additional expenditure. £50,000 has already been approved through the Improvement & Resilience Fund to support an application to the On-Street Residential Charge Point Scheme.</p> <p>EV charge points will become an increasing asset to the Council which must be maintained and future proofed to prevent incurring additional costs later on – the Strategy recognises these challenges and proposes solutions.</p>
Legal, Statutory and Procurement	The provision of EV charge points is not currently a statutory function.
Crime and Disorder	<p>Car parks and assets within them such as charge points could be susceptible to vandalism adding to the annual maintenance costs. The Strategy sets out the requirement for adequate lighting. Encouraging community education and awareness is necessary to mitigate this.</p>
Environment and Climate/Ecological Emergency	<p>The Climate and Ecological Emergency is recognised as the biggest global challenge this generation will face. Electric Vehicles are integral to reducing emissions and halting global warming. Encouraging low emission vehicles also contributes to improving air quality in the borough.</p>
Health and Wellbeing	Improved air quality as a result of the switch to electric vehicles will have a positive impact on the health of residents.
Safeguarding of Children, Young	No implications

People and Vulnerable Adults	
Risk Management and Health and Safety	The Council is required to meet its obligations on Health and Safety. The Strategy sets out considerations for driver and pedestrian safety.
Equality and Diversity	<p>The Strategy aims to provide facilities for all residents in the Borough. It is recognised that EV charging needs to be accessible to all, including those without off-street charging, in order to increase the speed of transition to electric vehicles. The Strategy sets out the intention to maintain electric charging rates in-line with the market level for similar speed public charge points.</p> <p>The Strategy also states measures required to ensure inclusivity on a number of bases.</p>
Privacy and Data Protection	No implications

7 Appendices

7.1 The following documents are to be published with this report and form part of the report:

- Appendix I: Electric Vehicle Strategy 2022-2030

This page is intentionally left blank

Electric Vehicle Strategy

2022 - 2030



Contents

1. Foreword	3
2. Executive Summary.....	4
3. Introduction	5
4. National Position	7
5. Local Position	9
6. Current EV Position & Charging Network	13
7. Future Charging Network.....	18
8. Education and Engagement.....	24
9. Delivery Plan.....	27
10. References.....	31
11. Appendix A.....	32
12. Appendix B.....	33
13. Appendix C	34

1. Foreword



Cllr Tim Valentine, Cabinet Member for the Climate and Ecological Emergency

One of the first actions the new administration took when elected in 2019 was to declare a climate and ecological emergency. The declaration sets very ambitious targets, including net-zero across the borough by 2030. The Climate and Ecological Emergency Action Plan, which was published in April 2020, sets out the requirement to install charge points across Swale guided by an Electric Vehicle (EV) Strategy. The switch from diesel and petrol to electric vehicles is an important part of the strategy to reduce our carbon emissions from transport and to improve the air quality in Swale. However, EVs are only part of the strategy: steps to encourage walking and cycling and for more journeys to be made by public transport have an essential role to play. Furthermore, the Council will support car

clubs to reduce the need for residents to run their own car or a second car.

In keeping with the action plan, the Council are leading from the front, showing what can be done, while supporting organisations, businesses and local residents on their low carbon pathway. To that end, Swale Borough Council has already made the switch to EVs for most of our own fleet, including the mayor's car. Leasing and running EVs saves the Council money compared to diesel vehicles.

The EV charging infrastructure can only be delivered in partnership with others. It requires grant funding from central government, liaison with Kent County Council as the Highways Authority, businesses to install workplace chargers and to switch their fleets, and for residents to switch to EVs.

Delivering the EV charging infrastructure will be a dynamic process; matching the availability of chargers to demand from EV drivers and exploiting the rapidly changing technology available. This is a new area for all local authorities. It is an exciting journey and is one we are enthusiastic to take in Swale. Electric vehicles will deliver long-term financial savings for car owners, cleaner and healthier air for all, as well as significant reduction of carbon emissions. Swale Borough Council will lead on this journey, but we cannot reach the destination alone. We need everyone to travel along with us, share ideas and to support each other.

2. Executive Summary

Our overall transport vision for Swale remains one based on identifying the transport improvements and solutions that are required to accommodate the anticipated changes in travel demand and promote a shift towards sustainable travel. Swale Borough Council recognises the benefits of sustainable transport, both to individuals, places and the environment more widely, and wish to reduce car use in favour of public transport and active travel.

However, we recognise that for certain activities and individuals, cars and vans remain an appropriate mode of transport. Moving these vehicles from petrol and diesel to ultra-low emission vehicles is critical, to reduce the impact of those journeys, and help us achieve our climate change and air quality ambitions. This includes the commitment to reaching net-zero carbon emissions across the borough by 2030.

Our vision for the Borough is that when residents travel by car and small van they choose ultra-low emission vehicles, and travel in a carbon neutral way. With the ban on the sale of new petrol and diesel cars and vans being brought forward to 2030, this is now becoming more crucial.

This strategy focuses on the role of electric vehicles across the Borough to deliver this vision, and the interventions we will be taking to support residents to a transition to electric. It looks forward to 2030, but as electric vehicles, and electric vehicle charging, is very much an emerging technology it is important for us to be able to adapt to changes and ensure a flexible approach to delivery of the strategy.

This strategy forms one part of the overall transport strategy for the Borough and should be considered alongside and read in conjunction with other relevant strategy documents, such as the Local Plan, Swale Transport Strategy, the Air Quality Action Plan and the Walking and Cycling Guidance.

Objective 1	Creating and facilitating a network of EVCPs that meets the needs of residents, businesses, and visitors, with sufficient coverage by 2030
Objective 2	Designing sites that take into consideration accessibility concerns and other road users/pedestrians
Objective 3	Ensure the charging network has capacity for further expansion and is futureproofed
Objective 4	Encourage the uptake of EVs through education using campaigns, supporting trials, initiatives, and public engagement
Objective 5	Lead by example through use of electric vehicles wherever possible for delivering council service and promoting the benefits.

3. Introduction

Electric vehicles (EVs) have the potential to offer great benefits to Swale residents, businesses and visitors in terms of health, the environment and reduced running costs over the lifetime of the vehicle. Electric vehicles are part of the tool kit for decarbonising transport emissions and are an important component of improving local air quality and reducing premature deaths and health risks associated with exposure to toxic air.

The Swale Electric Vehicle strategy aims to create awareness of the challenge posed by the transition to electric vehicles and how Swale Borough Council can look to face this. Department for Transport data shows that demand for electric vehicles has increased exponentially over the last five years and is projected to expand rapidly over the next 30 years. It is important that there is sufficient and accessible charging infrastructure in place to support this transition to low emissions vehicles, whilst keeping abreast of emerging technologies and key developments surrounding charging infrastructure and sustainable transport.

Awareness of the infrastructure that will need to be introduced by a range of stakeholders including local authorities and the private sector is key, whilst creating a forward plan to ensure the Council plays a strong enabling role. Residents and the Council alike need to be forward thinking and resilient to the way our transport systems will have to change, however this is the alternative to what will be a very different world if we continue to depend on fossil fuels.

Swale Borough Council recognises its role in supporting the uptake of electric vehicles and in light of the Council declaring a climate and ecological emergency¹, this strategy will provide guidance on identifying the appropriate charging infrastructure, located in the right places, to support the level of electric vehicle uptake that will be required to reach the target of net-zero across the borough by 2030.

This document will address the Council's role as an electric vehicle enabler by understanding the key stakeholders, the current and future market, and where this fits into the national picture. Focus will also be placed upon installing infrastructure in a way that meets the borough's local needs and follows best practice, so that pedestrians and other pavement users are not adversely affected.

The objective of this document is to fulfil one of the aims of the Swale Climate and Ecological Emergency Action Plan (April 2020):

To develop an EV charging strategy including publicly accessible fast and rapid chargers, in council and private car parks (e.g. hotels, shopping centres), and working with KCC for on-street charging

The Swale Electric Vehicle Strategy will include:

- Clear vision and direction for the types and locations of charge points in Swale;
- Strategic and focused actions and measures to encourage Electric Vehicle uptake;
- Engagement and support process with all stakeholders and delivery partners on the installation of charge points;
- Recognition of the needs and demands of both EV and non-EV owners at the time of writing;
- Considerations of air quality improvement aspirations;
- Additional steps to futureproof the proposed strategy due to the nature of EV technology; and
- Implementation and delivery plan for the Electric Vehicle Strategy for 2022 - 2030.

The chart below shows how this Electric Vehicle Strategy will fit amongst Swale Borough Council's existing suite of policy documents.

¹ <https://services.swale.gov.uk/assets/Climate-Change-and-Ecological-Emergency/Climate-Change-and-Ecological-Emergency-Motion.pdf>



Figure 1 Existing SBC policy documents

4. National Position

4.1 National Context

It has been recognised in the National parking policy that restrictions on an individual's right to own and park cars are 'unrealistic', as restricting parking at the origin does not necessarily discourage car ownership. It is therefore important to encourage the sustainability of vehicle usage by taking steps to facilitate the switch to Electric Vehicles.

The uptake of Ultra Low Emission Vehicles (ULEV) has been increasing year on year: globally, EV stock has risen from 14,260 in 2010 to over 10 million in 2019 with the UK being one of the countries leading the way. Electric car registrations increased by 41% in 2020, despite the pandemic-related worldwide downturn in car sales. With the Government's target to end the sale of all new conventional petrol and diesel cars and vans by 2030, on the basis of the existing market share, it is anticipated that EVs in the UK will reach between 2.7 and 10.6 million by 2030. This will be dependent on the work of the government and local authorities to produce the infrastructure necessary to support EV uptake.

Planning policy also supports the provision of infrastructure for ULEVs, with Paragraph 112 of the NPPF stating that local parking standards should require developments to: "be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations." The direction for Swale under this directive is set out in the Parking SPD. Other national legislation and policy will feed into establishing the UK's electric vehicle charging networking and is therefore important to be recognised in this document.

4.2 Road to Zero

The Road to Zero Strategy outlines how the government will support the transition to zero emission road transport, with a focus on developing world-class EV infrastructure, working in combination with the £400 million Charging Infrastructure Investment Fund².

The policies identified the government's long-term ambitions as:

- Reduce emissions from the vehicles already on our roads
- Drive the uptake of the cleanest new vehicles
- Reduce emissions from heavy goods vehicles and road freight
- Put the UK at the forefront of the design and manufacturing of zero emission vehicles
- Support the development of one of the best electric vehicle infrastructures in the world
- Support local action

4.3 Automated and Electric Vehicles Act 2018

This legislation is part of the Government's industrial strategy to promote the development and deployment of both automated and electric vehicles and is in line with policies on climate change. The purpose of this legislation is both to amend the existing compulsory third party insurance framework by extending it to cover the use of automated vehicles and deal with electric and hydrogen powered vehicle charging infrastructure.

Part 2 of this Act relates to electric vehicle charging. It is intended to address incompatibility of charge points by requiring standard connectors for vehicles. It also improves access to charge points by requiring that they are accessible without membership, certain information is made available on charge points and there is a common method of payment.

4.4 Clean Air Strategy 2019

The Government's Clean Air strategy, published January 2019, sets out plans to meet ambitious legally binding international targets to reduce emissions of the five most damaging air pollutants by 2020 and 2030. This strategy outlines the government's ambitions relating to reducing air pollution, making air

² <https://www.gov.uk/government/publications/charging-infrastructure-investment-fund>

healthier to breathe, protecting nature and boosting the economy. The strategy sets out a clear direction for future air quality policies and goals. Emissions from road transport have been in the spotlight because of their impact on local air quality, but the government is committed to cutting air pollution from all forms of transport. As a local authority Swale has a statutory duty to improve air quality, as set out in the Air Quality Action Plan (2018-22)³.

4.5 Climate Change Act

The Climate Change Act 2008 sets up a framework for the UK to achieve its long-term goals of reducing greenhouse gas emissions and to ensure steps are taken towards adapting to the impact of climate change. The Act saw the UK tasked with reducing emissions by at least 80% by 2050, compared to 1990 levels. However, this target was made more ambitious in 2019 when the UK became the first major economy [to commit to a 'net zero' target](#). The new target requires the UK to bring all greenhouse gas emissions to [net zero](#) by 2050, reducing emissions by 78% compared to 1990 levels by 2035.

3

https://services.swale.gov.uk/meetings/documents/s11020/Appendix%20I%20AQAP_SwaleBC_2018%20nv%202.pdf#:~:text=This%20Air%20Quality%20Action%20Plan%20%28AQAP%29%20is%20being,in%20Swale%20Borough%20Council%20between%202018%20and%202022.

5. Local Position

5.1 Location

The Borough is located on the North Kent coast and measures approximately 144 square miles. Swale has an estimated population of 150,000 (BEIS figure 2019) and is predominately rural with three main urban areas: Sittingbourne, Faversham and Sheerness. Canterbury, Ashford, Maidstone and Medway surround Swale, creating a high demand on transport infrastructure. The area is well connected by road, with access to the M2, the M20, M25 and M26. Based on 2011 Census data, car ownership in Swale has risen to meet the Kent average.

The borough includes extensive and important rural areas, accounting for around a quarter of the population, which take in the whole of the Isle of Sheppey and part of the Kent Downs area of outstanding natural beauty.

Swale's demographic make-up includes a mix of affluent and less affluent areas, but in general the borough is less well-off than is typical for the south-east. The diverse makeup of the borough will require an Electric Vehicle Strategy which recognises the challenges faced by different areas, populations and sectors.

Swale's charging network will be impacted by policy created at both the county and district level. The below publications include commitments to supporting electric vehicles, with this document bringing these aspirations together through a coherent strategy.



Figure 2 – Swale Borough Boundary

5.2 Local Policy

5.2.1 Swale Climate and Ecological Emergency Action Plan

The Swale Climate and Ecological Emergency Action Plan⁴ includes the below actions in relation to electric vehicles:

Action	Timescale	Progress
Install EV charging points across the borough.	2025	8 charge points installed in council-owned car parks in 2020
Encourage high-quality, medium-high density dwellings near to transport nodes. Development could be supplemented by restricted parking, and EV pool-cars.	Short	Supported through the local plan review
Develop EV charging strategy including publicly accessible fast and rapid chargers, in council and private car parks (e.g. hotels, shopping centres), and working with KCC for on-street charging.	Short	Complete
Replace Swale Borough Council's fleet vehicles with electric vehicles	Short	This action was completed in December 2020

Table 1 – CEE Action Plan 2020 EV Targets

This document expands on how these actions will continue to be achieved and embedded in the council's operations to increase and encourage EV ownership across the borough.

⁴ <https://services.swale.gov.uk/assets/Climate-Change-and-Ecological-Emergency/SBC%20CEE%20Action%20Plan%20Final%20with%20illustrations.pdf>

5.2.2 Swale Borough Council Strategic Air Quality Action Plan 2018-2022

This Air Quality Action Plan⁸ (AQAP) outlines the strategic and local actions to improve air quality in Swale Borough Council between 2018 and 2022. The current Air Quality Action Plan expires at the end of 2022 in which the Environmental Protection (EP) Team in collaboration with a stakeholder steering group will review and update the AQAP. The EP team will prioritise the most effective and feasible measures to ensure they are delivered, as part of the update.

The key priorities of the AQAP are to develop measures which deliver compliance of air quality objectives through a combination of strategic and local focused AQMA measures. The plan identifies measures which target reductions in emissions from vehicle fleets (HGV, LGV and cars). Measures within the updated AQAP will emphasize and encourage the switch to zero emission vehicles in line with this Electric Vehicle Strategy.

5.2.3 Kent and Medway Energy and Low Emissions Strategy (2020)

Outlined below are the key findings of this strategy document:

- 14.3% increase in the number of vehicles on major roads in Kent between 2006 and 2016
- 43 Air Quality Management Areas, where air pollutants have been known to exceed government objectives
- Only a 4.5% fall in carbon emissions from transport since 2005
- Kent and Medway's mortality rate associated with poor air quality is worse than the national average⁷

Low carbon technologies such as electric vehicles and local renewable energy generation pose a challenge to the electricity grid network in Kent and Medway which is already significantly constrained, and which could inhibit future growth. Therefore, Swale must work with KCC to engage with the energy utility companies to create a more resilient, smart and innovative local energy network to ensure we have the energy we need, when we need it, at the right price and without any negative environmental impacts.

The Kent and Medway Energy and Low Emission Strategy has shown that much of the county is already subject to electricity grid network constraints, which is making new connections increasingly difficult, particularly for new energy generation projects. Electricity demand is also expected to grow significantly to 2050, driven by the growth in electric vehicles and increased electrification of heating, which could see up to 60% of homes using heat pumps. A drive towards locally generated renewable energy, often from smaller, more dispersed sources, will further ramp up pressure on an already constrained electricity grid network.

Ambitions set out by Kent and Medway to which Swale can contribute and work as an important stakeholder:

High Level Activities:

- Work collaboratively with the public and private sector to roll out EV charging points and infrastructure for walking and cycling
- Support public transport providers, including school transport providers, to use lower emission vehicles

Short term (by 2023):

- Implementation of low-carbon mobility hubs for electric cars, electric bikes and push bikes, to include battery storage and solar panels where possible. Hubs to be located across the public sector estate and car parks, linking with communities, village halls and business parks.

For longer term consideration (by 2030):

- Increased control, regulation and charging for public parking in favour of electric vehicles and public transport

- Increased involvement in regulation of public transport and taxis to tackle poor air quality and lower greenhouse gas emissions

5.2.4 Swale Transport Strategy

Target 6 of the Transport Strategy 2014-31⁵ aims to reduce NO₂ levels to below an annual average of 40 µg/m³ to comply with EU directives on air quality. Due to this, new developments will be required to develop robust travel plans with infrastructure measures as required as well as targets. The Swale Transport Strategy 2022-2037 (Draft)⁶ replaces the Swale Transport Strategy 2014-2031 and provides a supporting evidence base to the Swale Local Plan (2021-2037) and has been prepared to provide the transport policy framework for Swale to the year 2037.

Two of the main objectives of this Transport Strategy are to:

- Identify the transport improvements and solutions that are required to accommodate the anticipated changes in travel demand and promote a shift towards sustainable travel;
- Promote sustainable travel as a measure to address localised air quality concerns and the global climate crisis.

5.2.5 Car Parking Standards Supplementary Planning Document 2019

It has been recognised that parking design should accord with the most relevant technical requirements/standards. Justification and discussion of the type of charger with wired connection would need to be undertaken with officers at the application stage to ensure an appropriate provision. For example, it may be that a slow or fast charger would be suitable for office and residential uses where vehicles are parked for longer, yet for retail uses, a rapid charger may be more appropriate.

For residential developments, each dwelling with off-street parking should provide an electrical outlet within close proximity of the parking space. For communal residential parking areas and other car parks for non-residential uses, it is important to provide a mix of ‘active’ and ‘passive’ charging spaces (where the electricity supply is installed, however, the physical charging infrastructure is not, allowing the spaces to be converted into fully active spaces at a later date).

Details of how ULEV parking will be allocated and managed should be included within Transport Assessments submitted as part of planning applications. This should also set out how ULEV parking for visitors and disabled users will be accommodated. The parking standards for ULEVs are found in Table 2. This strategy upholds and encourages the enforcement of the ULEV requirements in the Parking SPD.

Residential Uses	
Dwellings with On-Plot Parking	1 Active Charging Point* per dwelling
Dwellings with unallocated communal parking	10% Active Charging Spaces with all other spaces to be provided as Passive Charging Spaces
Visitor Parking	A minimum of two visitor spaces or 10% of the total visitor provision (whichever is greatest) should be provided with passive charging provisions suitable for future conversion
Non-Residential Uses	
All Uses with Off-Street Parking	10% Active Charging Spaces with all other spaces to be provided as Passive Charging Spaces

* Please note, where reference is made to a charging point, more than one socket can be provided. The charging point that is implemented should be sufficient for the needs of the dwelling.

Table 2 Parking SPD EV References

Other recommendations within the SPD include:

- Mechanisms for discouraging high emission vehicle use and encouraging the uptake of low emission fuels and technologies
- Car club provision within development or support given to local car club/EV car clubs
- Designation of parking spaces for low emission vehicles
- Differential parking charges depending on vehicle emissions

⁵ <https://services.swale.gov.uk/meetings/documents/s993/Appendix%20II.pdf>

⁶ <https://services.swale.gov.uk/meetings/documents/s16438/Appendix%20III%20Swale%20Transport%20Strategy%2022-2037.pdf>

- All commercial vehicles should comply with current European Emission Standards
- Fleet operations should provide a strategy for considering reduced emissions, low emission fuels and technologies
- Use of ultra-low emission service vehicles
- Supporting the Highways Authority to provide on-street EV charging where suitable
- Contribution to low emission vehicle refuelling infrastructure
- Bike/e-bike hire schemes
- Contribution to renewable fuel and energy generation projects
- Incentives for the take-up of low emission technologies and fuel

5.2.6 Air Quality and Planning - Technical Guidance

(and any updated versions)

This document⁷, alongside other similar versions across the Kent and Medway Air Quality Partnership, seeks to develop consistent EV charging standards for new developments across the county. Support for electric vehicle infrastructure within this document, much of which is in-line with the Parking SPD, includes measures such as:

- Provision of a Car Club Scheme within the development or support given to local car club/eV car clubs
- Active and passive EV charging infrastructure – beyond standard measures.
- Parking arrangements including reserved spaces for EV/car

⁷<https://services.swale.gov.uk/assets/planning%20policy%202019/FINAL%20AQ%20Planning%20Tech%20Guide%20July%202019.pdf>

6. Current EV Position & Charging Network

6.1 Air Quality Management Areas

At a local level, Swale has committed to ambitious targets to reduce greenhouse gas emissions to net-zero by 2030.

By 2031, it is anticipated that there will be almost 180,000 new homes and nearly 400,000 extra people, a 24% increase from 2011 levels, in Kent. The local economy is also expected to expand, creating an additional 170,300 jobs by 2031 a 21% increase from 2011 levels, in line with forecast population growth. It is estimated that in 2017, there were 922 deaths associated with particulate matter (PM_{2.5}) exposure across Kent and Medway.

It has been identified that pollution from road vehicles is the main cause of poor air quality across Kent and Medway and is also the largest source of carbon emissions. Five Air Quality Management Areas have been identified in Swale, with diesel cars as the greatest contributors to NO_x source contributions:

	East Street AQMA	Newington AQMA	Ospringe & Teynham AQMA4	St Pauls AQMA
Petrol Cars	6.8%	6.8%	8.2%	7.0%
Diesel Cars	51.3%	50.3%	62.8%	53.6%
Petrol LGVs	0.0%	0.0%	0.0%	0.0%
Diesel LGVs	20.4%	22.5%	9.4%	15.4%
Rigid HGVs	11.4%	12.2%	8.2%	14.5%
Artic HGVs	8.1%	6.0%	10.3%	6.6%
Buses/Coaches	1.3%	1.4%	0.3%	2.4%
Motorcycles	0.2%	0.4%	0.2%	0.1%
Full Hybrid Petrol Cars	0.1%	0.2%	0.1%	0.1%
Plug-in Hybrid Petrol Cars	0.0%	0.1%	0.0%	0.0%
Full Hybrid Diesel Cars	0.3%	0.2%	0.3%	0.2%

Table 3 – AQMA NO_x contribution sources

Since the analysis shown above was carried out, Swale have identified a new AQMA at Keycol Hill. As congestion from road traffic continues to be a problem, it is imperative to find a solution that encompasses the switch to less polluting vehicles, but also encourages residents and visitors to use alternative modes of sustainable transport. Keeping the county moving is a high priority, as congestion negatively impacts productivity levels and air quality.” The KCC Energy and Low Emissions Strategy sets out targets to support the switch away from petrol and diesel to clean, alternatively fuelled vehicles.

This document aims to set out how EV charging will be included in the wider strategy to tackle air pollution in AQMA areas. These areas will be prioritised and investigated for charging hubs, working with partners such as parish councils to find suitable locations for EV charging. EV charging is a solution that is likely to be considered as part of a potential Low Emission Zone, which the guidelines set out in this document would need to inform if implemented.

6.2 Current EV uptake

The Council monitors usage of its public car parks in relation to vehicle type. Data on EVs is currently obtained using RingGo, which accounts for 53% of total transactions, equal to 359,696 transactions (as of Q3 2021). Electric vehicles currently make up 3.41% of transactions (2021/22 Financial year, YTD figure up until end of Q3).

Financial Year	EV Market Share of Parking Transactions
2019/20	1.87%
2020/21	2.43%
2021/22 (YTD as of January 01 2022)	3.41%

Table 4 – Growth in EV Market Share of Parking Transactions in Swale

This shows consistent growth of the market share from previous years. This 3.41% market share represents a total of 12,266 EV transactions in SBC car parks. As this data is only obtained from RingGo it’s likely that the true number of EV customers using SBC car parks is up to double this amount.

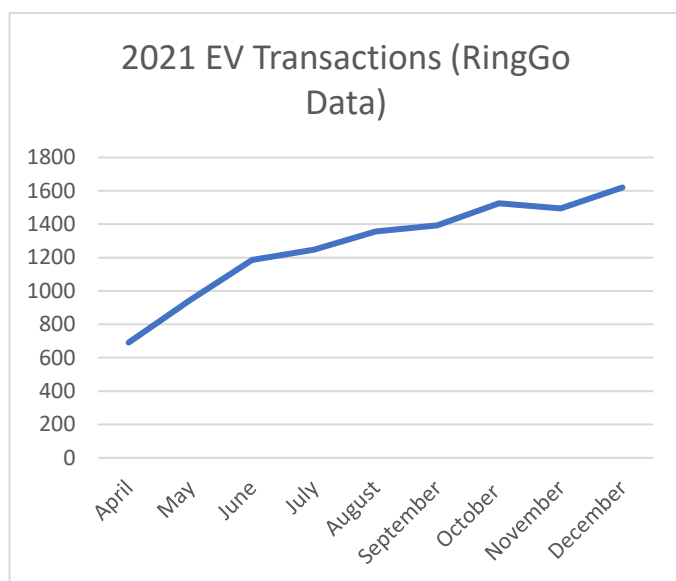


Figure 3 – 2021 EV Transactions Data in Swale Car Parks

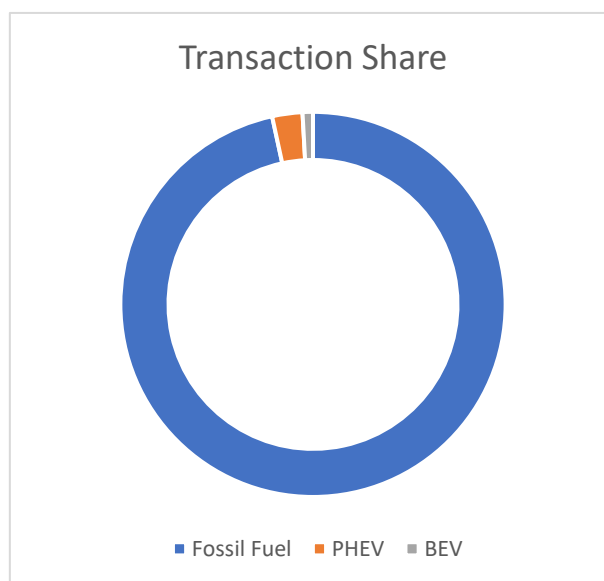


Figure 4 – Transaction Share of Fossil Fuel, Plug-In Hybrid, and Battery Electric Vehicles in Swale Car Parks in 2021

The latest Department for Transport figures (July 2020) show that there are 317,266 electric vehicles registered in the UK. Of which 5,269 vehicles are registered in Kent, and 324 vehicles were within Swale. Table 5, below, shows the steady growth in the numbers of plug-in electric vehicles licensed across the UK from 2015 to 2020, with a steeper increase in 2021 numbers. Similarly, ownership levels in Swale are now ten times higher than they were in 2015.

	2015	2016	2017	2018	2019	2020	2021
Swale	51	80	116	161	237	324	525
Kent	841	1469	2263	3232	4406	6028	8544
UK	42k	74k	116k	168k	224k	317k	564k

Table 5 - Registered ULEV Ownership Figures (Q2) (DfT)

Figure 6, below, shows the number of registered EVs in each Kent local authority area in 2020. Sevenoaks (746) has the highest number of EV’s registered, whilst Dover (257) has the lowest.

The 324 EVs in Swale represent 0.35% of the total 93,000 registered vehicles in the borough in 2020. Across Kent, the borough with the highest proportions of EVs is Sevenoaks (0.88%) and the lowest is

Swale (0.35%). The UK average is 0.8%.

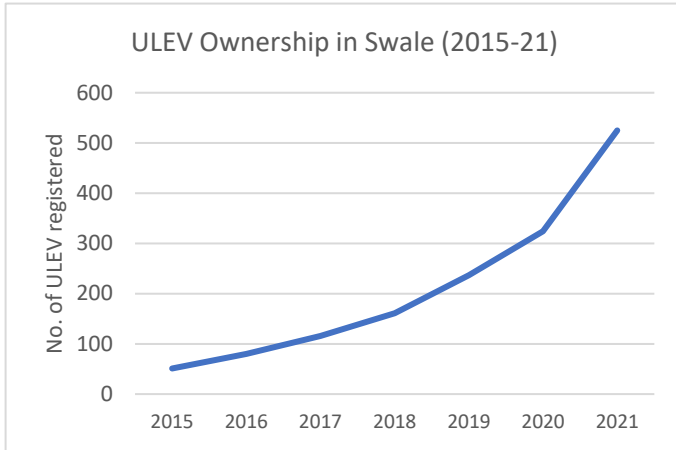


Figure 5 - Rising Trend in EV Ownership in Swale (DfT)

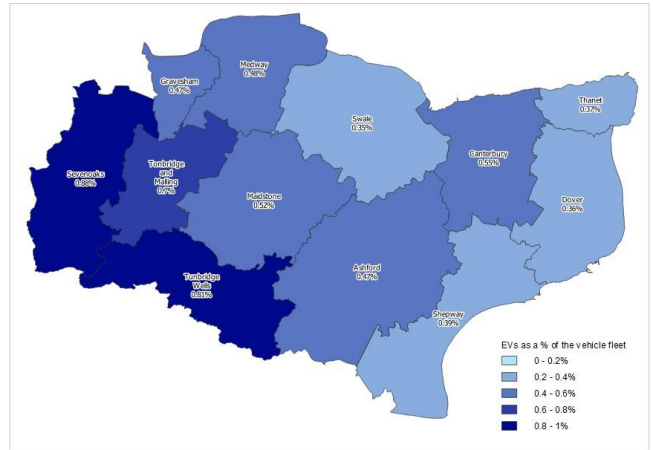


Figure 6 - Number of registered EV's per borough as proportion of total vehicle stock (Q2, 2020 - DfT)

6.3 Current EV Charging Network/Infrastructure

6.3.1 Public Charging

The national charging network has been growing in recent years to meet the demand created by an increase in electric vehicles being purchased. With the range of these vehicles improving, there is an emphasis on installing infrastructure that can charge larger batteries quicker, therefore favouring rapid or fast charge points (see section 6.2).

As of 1 July 2021 (UK):

- there were 24,374 public electric vehicle charging devices available in the UK
- of the total devices available, 4,551 were rapid chargers

Of these, there were 22 charge points registered via [ZapMap](#) in Swale (a full list can be found in Appendix B). Charge points have been installed at supermarket car parks, private workplace car parks, council owned car parks and other destinations. Some private residential charge points have also been registered via 'Zap Home' for public use and are included in this list. The connection types at these charge points include rapid, fast, and slow chargers, as show in Figure 7. This results in 68 separate charging bays/sockets across the borough's charging network. There is a mixture of charging speeds available; 7kW, 22kW and 50+kW units. A review of the comments left by users on Zap Map show that points are regularly out of service and unusable. This is common across the UK where businesses install low costs units or are not incentivised to maintain them. There are seven different charge point operators, each with different fees, Apps and accounts required.

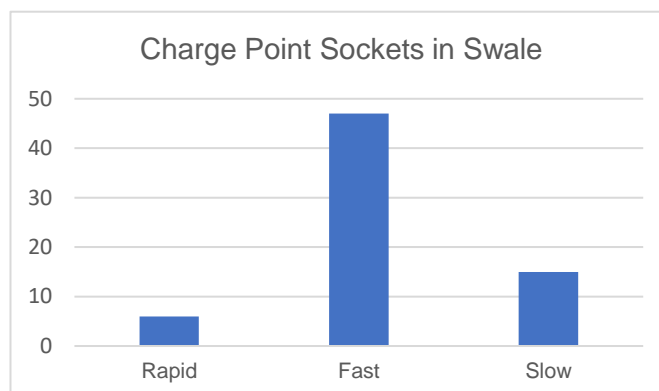


Figure 7 – number of charge point sockets in Swale by charging speed

Overall, there are currently few accessible charge points within the borough which suggests the majority of current EV users registered in Swale have access to private off-street charging facilities or perhaps charge outside of the borough. However, there has been an improvement through the Council's installation of charge points in car parks in the last 2 years, and this strategy commits to continue with this.

Overall, there are currently few accessible charge points within the borough which suggests the majority of current EV users registered in Swale have access to private off-street charging facilities or perhaps charge outside of the borough. However, there has been an improvement through the Council's installation of charge points in car parks in the last 2 years, and this strategy commits to continue with this.

6.3.2 Residential Charging Infrastructure

In addition to these, Swale residents have been installing charge points at their properties to charge a vehicle at home. These are often 'slow' chargers which are utilised overnight. These charge points are to be encouraged, particularly 'smart chargers' which are designed to draw power from the grid when it is cheapest and in lower demand, lowering pressures on national electricity capacity. The national government Electric Vehicles Homecharge Scheme⁸ encourages homeowners to install charge points at their properties by receiving up to £350 towards the cost. The below graph demonstrates Swale's current uptake of this compared to other Kent districts in 2021; this strategy sets out the commitment to continue to promote these schemes, as private and home charging will be an integral part of Swale's transition to electric vehicles. Work will also need to be undertaken to

⁸ <https://www.gov.uk/government/publications/customer-guidance-electric-vehicle-homecharge-scheme/electric-vehicle-homecharge-scheme-guidance-for-customers>

support those without access to off-street parking, therefore limiting their ability to charge at home (further details in section 6.3).

Electric Vehicle Homecharge Scheme: charging devices installed 2021 for Districts of Kent

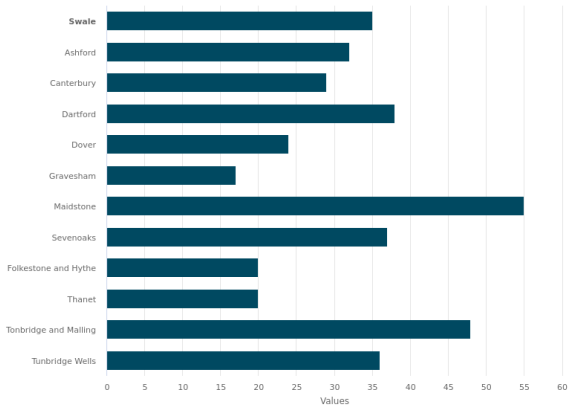


Figure 8 – Number of charging devices installed at domestic properties in 2021 across Kent districts via the EV Homecharge Scheme

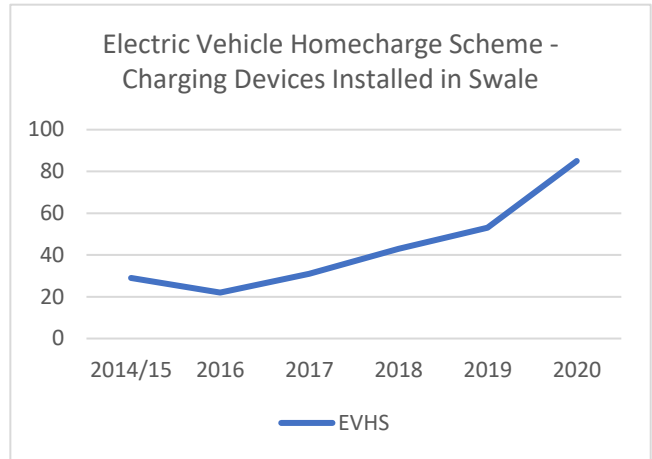


Figure 9 - Number of charging devices installed at domestic properties in 2021 in Swale via the EV Homecharge Scheme

7. Future Charging Network

7.1 Future EV uptake scenarios

The number of EVs in all regions of the UK is expected to rise rapidly over the next ten years, accelerated by the ban on new internal combustion engine vehicles in 2030. Then by 2050 it is expected almost all vehicles will be electric. UK Power Networks set out the below future energy scenarios and have produced the below estimations of EV (PHEV and BEV) numbers in Swale by 2050. It is important to note that even in the lowest scenario, we can expect around 20,000 EVs in Swale by 2030.

- Low (Steady Progression) – Current trend progressing with little input from national power networks and authority stakeholders
- Medium (System Transformation/Consumer Transformation) – investment and encouragement from the system, network and stakeholders
- High (Leading the Way) – High level of investment and encouragement from the highest level of government, ultimately leading to lower levels of EV ownership due to overall lower car ownership in place of active travel and public transport.

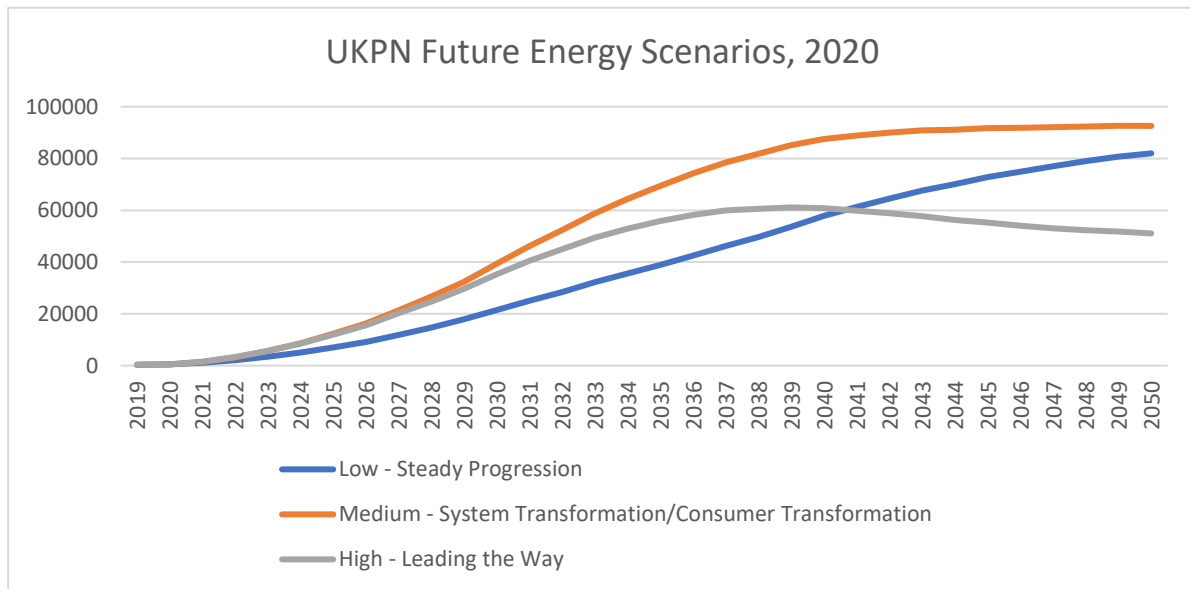


Figure 10 – UK Power Networks Future Energy Scenarios, 2020

7.2

7.2 Types of Charging

A charging network should be varied and include different types of charging infrastructure operating at different speeds (table x) to provide for a range of needs. Vehicle owners in Swale are at a relatively early stage in the adoption of electric vehicles and it will be particularly important that a network of public chargers continue to be introduced to help drive uptake. Different types of charge point are better suited to different locations, and design considerations need to be taken into account due to this (see Appendix D).

	Slow	Fast	Rapid	Ultra-Rapid
Power Rating	>7 kW	22kW	<50kW	120-350kW
Electrical Supply Type	AC	Usually AC, DC available at higher rates	Usually DC AC also available	DC
Charging time	6 to 8 hours	4 to 6 hours	25 to 40 minutes (80%)	10 to 15 mins

Connector	Type 1 or Type 2 Mode 2 or Mode 3	Type 1 or Type 2 Mode 3	CHAdeMO / CCS Type 2 (AC)	CHAdeMO CCS
Best Use	Residential or overnight charging	Home / workplace / destinations	Destinations / long distance trips	Long distance trips
EV Compatibility	All	All	Not all BEVs and very few PHEVs	Very few vehicles currently on the market

Table 6 – Categorisation and features of slow, fast, rapid and ultra-rapid EV charging

A range of scenarios, stakeholders and factors need to be considered to ensure the correct charging network for Swale is implemented.

7.3 On vs Off-Street

The debate between on and off-street charging provisions is a complex one and continues as technology develops. This is particularly pertinent to Swale due to the high number of properties without off-street parking. This prevents many car owners from conducting slow, home charging overnight – often viewed to be the cheapest and most convenient form of EV charging. Additionally, many of Swale’s higher density, terraced housing without off-street parking falls within areas with the highest levels of deprivation. This therefore creates another barrier to many of Swale’s residents in switching to Electric Vehicles, especially as the 2030 deadline for the end of sale of new petrol and diesel vehicles looms.

However, on-street charging poses difficulties such as balancing existing non-EV demand, disabled and other permitted parking, and existing infrastructure.

Additionally, on-street charging must work around the existing ‘Electric Vehicle Charging on the Highway’ guidance from Kent Country Council. Headlines of this document include:

- KCC will not allow cables to trail across the footways from a private property or EVCP to a vehicle as this would present unacceptable hazards for pedestrians
- KCC will not currently allow cable gullies to be installed from a private property or EVCP to a vehicle as this would result in a maintenance liability and potential trip hazard.
- Although there is a preference for grouping chargers in hubs, the guidance does set out the process of applying under S115 for a district council to install EVCPs on the highway land. Overall, however, it is more cost effective, with less design barriers, to place charging infrastructure in hub locations in car parks.
- Placing EV charging infrastructure on the highway should only be selected as an option where it is not possible to serve demand elsewhere.
- KCC will not currently allow private EVCP’s to be installed on the highway or charging cables to be brought from a private property to the highway land

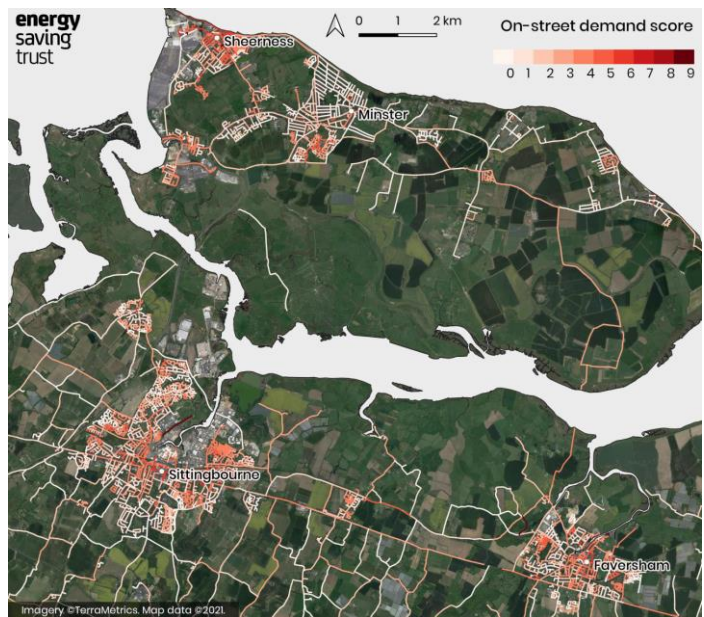


Figure 11 Map showing the on-street demand score for streets in and around the primary towns

The full guidance sets out the criteria that must be met to place an EV charger on the highway, however this strategy aligns with KCC to encourage charging hubs in car parks ahead of on-street solutions.

As more innovative on-street charging develops, this Electric Vehicle Strategy sets out the intention to consider these solutions alongside KCC, where required in future years. However, at present, the current pathway endeavours to use council owned car parks to meet charging demand in areas with low levels of off-street parking, with charging hubs as the central feature. This will reduce costs, ensure easy access to charge points and reduce risks associated with roadside charging, whilst understanding the existing demand for non-EVs particularly in resident parking scheme areas. The council recognises the On-Street Residential Charge Point Scheme⁹ as a key enabling tool.

Where there are areas with on-street parking demand without council-owned car parks, Swale Borough Council commits to working with local partners and stakeholders to work creatively to find solutions to EV charging demand, particularly in rural areas.

7.4 Improving the Public Network

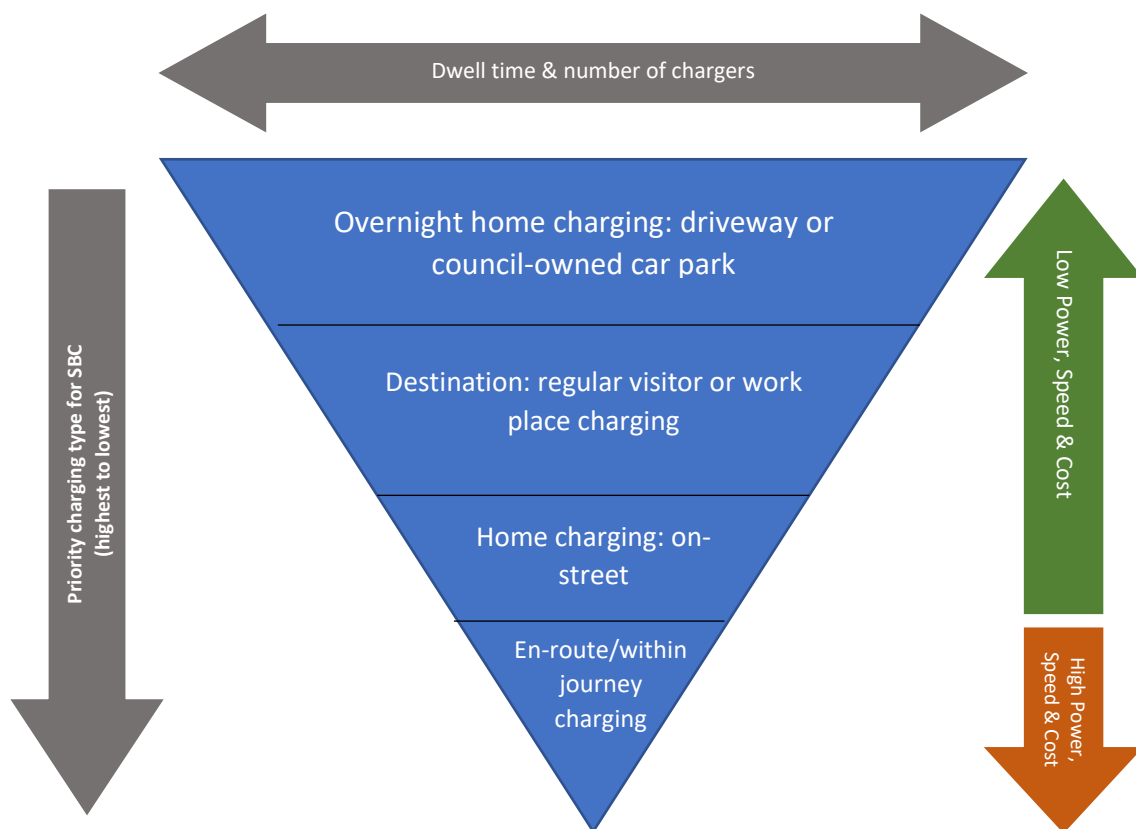


Figure 12 Types of EV charging by priority for SBC from highest to lowest

The Committee on Climate Change, which advises the government, says there should be one EV charger for every thousand cars by 2030. This suggests that in across all sectors in Swale there should be at least 75 EV chargers by the end of the decade, although this target seems unambitious.

As indicated in the above diagram, charging infrastructure will be prioritised in the order of: slow home charging on driveway or at local council owned car park; destination charging for work or visiting (e.g.

⁹ <https://www.gov.uk/government/publications/grants-for-local-authorities-to-provide-residential-on-street-chargepoints/grants-to-provide-residential-on-street-chargepoints-for-plug-in-electric-vehicles-guidance-for-local-authorities>

town centres); on-street home charging (as described in section 6.3); and finally en-route rapid charging points.

Swale Borough Council commits to keeping charges in-line with the market level for similar speed public charge points to encourage take up of EV ownership, and importantly, to accommodate those that do not have access to off-street parking and lower residential electricity rates.

Swale must work with KCC to engage with the energy utility companies to create a more resilient, smart and innovative local energy system to ensure we have the energy we need, when we need it, at the right price and without any negative environmental impacts.

7.5 Charging Hubs

Electric Vehicle Charging Hubs are recognised as centralised, convenient locations in which charging is accessible and reliable. To ensure residents are aware of their nearest charging location and to increase the likelihood of an available charging socket when they arrive, the Council will prioritise grouping charge points in hubs. Charging hubs provide additional benefits, such as a more streamlined approach to improving the necessary power infrastructure. There must be sufficient power infrastructure available to supply the EVCP. SBC to ensure communication with the Distribution Network Operator (UKPN).

Charging hubs also harbour greater potential to be supplied by on-site renewable energy sources, such as solar car park canopies. There is also greater flexibility and incentives to offer disabled charging bays where there are higher numbers of concentrated charge points, however solutions for on-street charging for disabled home-owners is recognised as an area of importance as EV uptake increases in future years.

Where possible sites will have potential to support multiple bays, either active or passive. This will ensure EV owners can be confident they will have EVCP availability, as charging demand increases. Double socket charge points are preferable due to their cost effectiveness.

7.6 Design and Site Considerations

When designing charge point locations and identifying potential sites and car parks, consideration should be given to the following:

- Driver and pedestrian safety
 - Adequate lighting where necessary to create safe user access at all times of day
 - Cables should not be run in such a way to cause an obstruction. More specifically, it would be unacceptable where this creates a trip hazard or is at body or vehicle height. Any cable obstruction will have negative implications for road safety
 - There should be sufficient drainage, especially near basements and in buildings to mitigate flash flooding or fire-fighting measures
 - Not positioning charge points too close to busy junctions or crossings
 - Equipment installation should be in accordance with the Institution of Engineering and Technology's 'IET Code of Practice for Electric Vehicle Charging Equipment' ISBN:184919839X
- Inclusivity
 - Interoperability - Ensuring charge points can be used by all vehicle makes and models
 - Ensuring drivers do not need to sign up to a specific network for membership in order to charge
 - Easy to use for disabled users - there should be a sufficient distance of level surface around the charge point to allow easy access to the charge point by wheelchair users on the footway. Other considerations include having a dropped curb where required, ensuring the slant of the screen is appropriate for people with visual impairments, and other measures.
 - Ideally chargers should be within close proximity to the residence or destination of the users.

- Coherence
 - Easy to use interfaces and payment methods
 - Clear signing directing drivers to charge points. Additionally, well aligned equipment that contrasts with the local environment will help increase the awareness of the existence of a charge point for pedestrians who may be visually or cognitively impaired.
 - Clear signing for length of stay/marked parking bays
- Attractiveness
 - Charge point may need to blend into existing surroundings e.g. heritage sites/conservation areas
 - Infrastructure should not clutter the streetscape
- Reliability
 - 24-hour access to charge points
 - Efficient maintenance and repair of the infrastructure to reduce downtime

A combination of technology change and behaviour change will result in changing infrastructure needs, so all parties should plan and procure for future projected need instead of for present need. This means finding a suitable balance between providing enough infrastructure to service current and expected demand and guarding against over-procuring. When installing public charge points, laying passive cabling, for example, at the same time will make it easier to install additional charge points at the same location in the future, as and when demand increases. Having said this, installing modular infrastructure, which can easily be updated without having to replace the entire unit, is vital. EV range will increase and charging times will fall as vehicle, charge point and battery technology all improve. Consumer charging behaviour may also change, supporting the importance of futureproofing.

7.7 Future Proofing

Delivering an electric vehicle charging network that meets the demands of residents, businesses and visitors, will involve keeping on top of emerging technologies and charging options as they develop, to ensure infrastructure remains fit for purpose and meets the needs and demands of users. This will also ensure less expenditure to replace obsolete charge points, increase public confidence, will create a practical and robust network, and reduced waste from removing infrastructure. The charging network in Swale will also need to compliment the growth of the national network and solutions introduced by the private sector. With advances in technology, some of which we are already witnessing, the charging needs of those within Swale may change.

Technological advances to be kept abreast of include:

Load Levelling	The capacity of the local electrical grid can limit the speed of chargers which can be installed, especially when multiple units are installed at one location. Load levelling is a basic form of smart charging which can vary the amount of power routed to each unit. When only one vehicle is charging then the maximum power can be provided but when multiple cars charge simultaneously then the power can be equally split between them.
Smart Charging	A system where the time at which the vehicle is charged is controlled to avoid overloading the local grid connection and avoid spikes in demand nationally. It has two advantages: <ul style="list-style-type: none"> • It allows car owners to charge at times when electricity is cheaper • Adjusting the time of charging to avoid local constraints. This might alleviate the need and cost of local grid upgrades
Vehicle to Grid	As the number of electric vehicles grows, there will be an increased demand on the national grid. One 'smart charging' solution is 'Vehicle to Grid' (V2G) which uses a bidirectional charger to feed electricity from an electric vehicle battery back into the grid, at peak times. At present this technology is in the experimental phase and it is not expected to be widely used in the short to medium term. Overall, it appears better suited to domestic charging. Uni directional chargers remain appropriate for public charging points, but it is important to monitor developments in smart charging to ensure that the infrastructure installed is future proof.

Wireless Charging	Wireless induction charging relies on a transmitter coil in a charging pad using electromagnetic energy to transmit power to a receiver coil within the object to be charged. Essentially, a car would simply need to drive over a charging pad and remain stationary in order to begin charging.
Hydrogen	Green and Blue Hydrogen generation is increasing in feasibility, with large fuel providers introducing hydrogen fuelling stations in the UK. While there are future plans for hydrogen stations to operate in the same way as a petrol station pump, it is recognised that this is unlikely to become a widely utilised fuel type in non-commercial transport. This strategy sets out the aspiration to investigate local hydrogen generation and supply, however focusing on the commercial viability of this solution.
Retractable Bollards	The development of low- impact charging solutions such as retractable bollards that sit flush to the pavement and can be raised using an app. These may provide a solution as and when on-street charging is deemed appropriate in future years.
Battery Size	The capability of chargers and the size of batteries are expected to improve significantly. In 2017, the speed of commercially available chargers on street increased by over 300%.

Table 7 – Technological advances with an impact on future-proofing charging infrastructure

8 Education and Engagement

8.1 Resident Consultation

Ahead of the completion of this Electric Vehicle Strategy, resident engagement was conducted on the matter of sustainable transport options. Questions were asked to provide evidence and inform decisions of future charge points.

In a survey conducted between 24th May – 7th July 2021, 267 respondents provided answers on plans for potential new EV charge points in the borough. Important findings from the survey include:

- 12.2% of respondents currently own an electric vehicle or plug-in hybrid
- 36.22% of respondents indicated that they intend to purchase an electric vehicle or plug-in hybrid within the next 5 years
- 25.4% cited not having off-street parking as the main barrier to purchasing an electric vehicle or plug-in hybrid, whilst 38.89% indicated this was due to there not being enough charge points
- 73.23% indicated that they would 'strongly support' or 'somewhat support' an EV charge point being installed in a car park near their place of residence
- When asked where residents would like to see charge points being installed, a high number expressed 'all council owned car parks' as their response

This strategy recognises the benefits of consulting with residents and other stakeholders to ensure a charging networking that is right for Swale. Swale Borough Council will continue to engage with residents on this topic.

8.2 Leading from the Front

8.2.1 Our Fleet

As part of Swale Borough Council's commitment to electric vehicles, it is important to 'lead from the front'. 2021 saw the fleet replaced with nine Nissan Env200 vans, charged at the Swale House council offices in Sittingbourne via eight new EV chargers.

Carbon Trust analysis indicated that our fleet accounts for 40 tCO₂ (2018/19) – we are already seeing a reduction, with 8474kg of carbon saved in the first year, from charging our fleet at the Swale House charge points alone (additional charging across the borough not included in this figure). Three environmental warden vans, three green space vans, two dog warden vans and a parking services van are now out on the road alongside the Mayor's car which was upgraded to an electric vehicle in December 2020. The new electric vans join the two Nissan Leaf electric cars already used by the council's civil enforcement team.

The council is also using its Commissioning Strategy to ensure that major contracts also utilise electric vehicles wherever possible. The grounds maintenance contract (2021) has also been updated to include provisions to replace diesel vehicles with EVs starting in year 1 and increasing over the contract period.

8.2.2 Car Clubs

Car Clubs have been proven to assist and complement the transition away from ICE vehicles. They provide socially inclusive, low emission mobility which helps to break dependency on private car ownership. Pay as you go cars offer affordable, occasional access to cars to benefit individuals. Car clubs provide their members with convenient access to cleaner vehicles without the hassles and expense of ownership (such as tax, MOT, fuel, servicing, repairs, depreciation and parking). For members who drive less than 6,000 – 8,000 miles per year, a car club could save up to £3,500 a

year¹⁰. This is therefore an affordable entry level access to electric vehicles, as well as encouraging use of public and active travel.

The introduction and encouragement of Car Clubs across Swale is being utilised for multiple purposes:

- to support residents wishing to move away from private car ownership
- encourage active travel
- provide a solution to businesses to looking for more sustainable travel plans
- provide an opportunity for residents to ‘trial’ an electric vehicle before purchase through car club hire

The scheme will originate in Faversham, with future expansion across the borough encouraged through s106 contributions or direct developer introduction. EV charging infrastructure will need to consider the car club and future expansion as a priority ‘customer’.

8.3 Businesses

In addition to the charge-points installed by businesses for customer use, many have installed charge points as part of travel plans encouraging staff to use electric vehicles. At present, the Workplace Charging Scheme¹¹ provides up to £350 per socket towards the cost of a charge-point for staff or fleet use. Swale’s uptake of this scheme at present is mid-range when compared to other Kent districts. Promotion of the scheme to businesses, as well as support for creating and implementing sustainable travel plans will be an integral part of the strategy to increase EV uptake across the borough and across the sector.

At present, businesses are being support by SBC to install EV charge points through the Clean Growth Grant. Future funding and support opportunities for clean growth and recovery will be considered.

Collaboration with businesses and other stakeholders may also be necessary to expand the charging network to difficult to reach areas.

8.4 Taxis

Swale is committed to working with partners such as KCC to ensure the right technology is implemented for commercial use, such as rapid charging at taxi ranks. Progress has been made on this area already (1 rapid charge point and taxi bay installed to date) and usage will be monitored to determine expansion moving forward.

The anticipated review of the taxi licensing policy will provide an opportunity to include mechanisms to encourage the uptake of ULEV taxis in the borough, in consultation with operators.

8.5 Marketing

Utilisation of social media, Inside Swale and other marketing avenues is important to ensuring Swale residents are aware of the below points:

- The benefits of switching to an electric vehicle, for both the driver and environment
- The importance of smart charging

Workplace Charging Scheme: sockets installed Q2 (Apr-Jun) 2021 for Districts of Kent

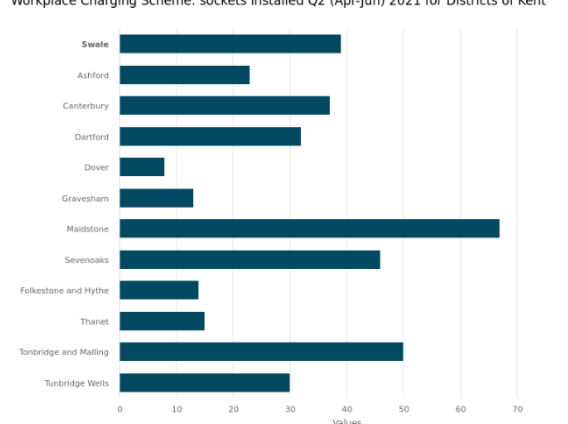


Figure 13 Number of charge points sockets installed at commercial locations via the Workplace Charging Scheme for Apr-June 2021

¹⁰ <https://como.org.uk/shared-mobility/shared-cars/why/>

¹¹ <https://www.gov.uk/guidance/workplace-charging-scheme-guidance-for-applicants>

- Awareness of the home and workplace charge point schemes
- Our future plans for EVCP installation

Additionally, surveys and consultations as described above are useful for understanding EV awareness levels amongst residents. For example, when asked where they would like to see EV charge points installed, many indicated car parks which already have charging bays. This could point towards a lack of knowledge of the current charging network, which may prevent non-EV drivers from switching to an electric vehicle.

8.6 Other stakeholders

Overall, there is a recognition that creating a coherent and accessible charging network in Swale is not something Swale Borough Council can do on its own. Collaboration with other stakeholders is key to the success of this strategy, including KCC, schools, businesses, housing associations and other innovative collaborations yet to be determined. We recognise that pressure needs to be applied in a variety of sectors to ensure that we are driving this area forward while ensuring no one is left behind.

9. Delivery Plan

9.1 Immediate Plans for Car Park Provision

To increase EV charging provision across the borough, we are currently shortlisting locations for installation to bid for funding. We will utilise the Government funded On-Street Residential Charge Point scheme (and any future funding opportunities) to ensure charge points are installed in our car parks in areas with high on-street demand, as determined by analysis conducted by the Energy Saving Trust. At the time of publication, we anticipate this being in the region of 11 charge points across 5 car parks, creating 22 charging bays.

This data will be used to inform charge point locations in the future. Additionally, we have entered a data sharing agreement with the Energy Saving Trust in which we are in a position to advise local businesses investigating EV charging provision, of the most suitable locations in terms of demand.

Swale's approach will also focus on the direct procurement of charging equipment rather than entering into profit share arrangements and not owning the equipment. This enables full control of the equipment and maintenance, along with fee rates ensuring we can maintain the standards set out in this strategy. This will also ensure we can be responsive to what is a rapidly changing market in a way that is sensitive to the unique needs of the Swale district. This does not mean we need to manage all payments via the units as this is achieved via the charger company software.

9.2 Objectives

This section details the objectives that Swale Borough Council has set and provides guidance on how these objectives are to be achieved.

Objective 1	Creating and facilitating a network of EVCPs that meets the needs of residents, businesses, and visitors, with sufficient coverage by 2030
Objective 2	Designing sites that take into consideration accessibility concerns and other road users/pedestrians
Objective 3	Ensure the charging network has capacity for further expansion and is futureproofed
Objective 4	Encourage the uptake of EVs through education using campaigns, supporting trials, initiatives, and public engagement
Objective 5	Lead by example through use of electric vehicles wherever possible for delivering council service and promoting the benefits.

9.3 Action Plan

<u>Objectives</u>	<u>Actions</u>	<u>Time Scale</u>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 20</p> <p>1.0 Create an EV charging network that meets the demands of residents, businesses and visitors, with sufficient coverage by 2030</p>	<p>1.1 Residential Charging</p> <p>a) Encourage the installation of charge points through charging hubs across the borough, working with KCC where on-street is suitable, and encouraging installation in developments, reviewing on- and off-street charging provision regularly</p> <p>b) Continue to consult with residents and respond to local demand by considering these locations for charging points if suitable, especially if residents do not have access to off-street parking</p> <p>c) Continue to encourage use of slow charge points over night in car parks in close proximity to residential areas via charging hubs based on local data</p> <p>d) Promote the Home Chargepoint Scheme to residents to encourage private charge point installation</p> <p>e) Support and publicise KCC guidance ('Electric Vehicle Charging on the Highway') prohibiting cables trailing across pathways</p> <p>f) Explore potential for local amenities such as village halls, parks and business parks within proximity to residential areas in which charge points could be installed to enable overnight charging where on- street charge points are not suitable (for example, engage with the KCC parish charge point scheme)</p> <p>g) Work to keep the cost of charging at council owned chargepoints below the market value to avoid disadvantaging residents without access to off-street parking</p> <p>h) Support the Parking SPD requirements for 1 active charging point per dwelling; 10% active charging spaces for dwellings with unallocated communal parking; minimum of two visitor spaces should be provided with passive charging provisions suitable for future conversion; and ensure this document is reviewed periodically and remains up to date</p> <p>i) Use the Local Plan Review to require that where a development is for more than 50 residential units measures such as the following be provided-</p> <ul style="list-style-type: none"> o Travel plan including mechanisms for discouraging high emission vehicle use and encouraging the uptake of low emission fuels and technologies o A welcome pack available to all new residents online and as a booklet, containing information and incentives to encourage the use of sustainable transport modes from new occupiers. o EV car club provision within development or support given to local car club/EV car clubs. o Designation of parking spaces for low emission vehicles o Improved cycle paths to link cycle network. o Adequate provision of secure cycle storage. o Using green infrastructure to absorb pollutants. o Consider and research the benefits of introducing differential parking charges dependent on vehicle emissions and offering reduced costs for EVs <p>1.2 Town centres and other key destinations</p> <p>a) Install EV charge points in council-owned car parks where demand is identified. Focus on charging 'hubs' in strategy for car park identification, in-line with KCC guidance, including investigating opportunities to develop wider 'mobility hubs'</p> <p>b) Ensure charge points are installed in high visibility, high footfall areas without compromising road or footway space</p> <p>c) Work with stakeholders to provide a balance of fast and rapid chargers in on and off-street locations. Rapid chargers are important for long distance travel, taxis and delivery/service vehicles which need to top up mid journey. Fast chargers are suited to local travel and sites with longer dwell times and will be the focus of SBC</p>	<p>Short – medium term</p>

1.3 Car clubs

- a) Develop a pilot programme to demonstrate the benefits of car clubs
- b) Swale Borough Council will encourage developers to provide electric Car Club vehicles where appropriate and viable to promote the shift towards electric and active travel

1.4 Taxis

- a) Explore suitable sites for charge points near taxi ranks
- b) Use the review of the taxi licensing policy to provide an opportunity to include mechanisms to encourage the uptake of ULEV taxis in the borough, in consultation with operators.

1.5 Business/Industry

- a) Continue to support the Kent REVS Van Trial (KCC) which launched January 2021 and will be available to any Kent (and Medway) business who would like to 'try for free' an electric van for up to two months
- b) Provide public charge points in council owned car parks, encouraging drivers who need to recharge during the day without returning to a depot or home (e.g. businesses or taxi/private hire drivers)
- c) Explore the DEFRA Air Quality Grant Scheme to support EV requirements in Taxi licensing applications
- d) Explore the potential for private car parks to install rapid charge points for workers or customers, encouraging the Workplace Chargepoint Scheme
- e) Promote business fleet decarbonisation - educate and inform businesses about the long-term benefits of decarbonisation
- f) Consider incentives such as introducing tax breaks (business rates) for businesses fulfilling decarbonisation targets
- g) Support public transport providers, including school transport providers, to use lower emission vehicles
- h) Encourage implementation of sustainable travel plans

2. Designing sites that take into consideration accessibility concerns and other road users/pedestrians

- a) Use best practice principles and guidelines when selecting and designing sites to ensure a unified approach
- b) Ensure that if a charge point were to be installed, it would not cause an obstruction to any other road/footway user
- c) Actively discourage chargepoints which require cables across footways, as per the KCC guidance, to ensure pedestrian safety is not compromised
- d) Ensure footway widths meet Council standards and charge points are accessible
- e) Consider charge point design in each setting and ensure the infrastructure fits in with the surrounding streetscape
- f) Monitor demand and consider dedicated disabled charging bays in car parks, where appropriate
- g) Stay on top of emerging technologies and charging options as they develop, to ensure infrastructure remains fit for purpose and meets the needs and demands of users

Short – long term

<p>3. Ensure the charging network has capacity for further expansion and is futureproofed</p>	<ul style="list-style-type: none"> a) Use the Parking SPD to encourage the installation of active and passive charging points in new developments to account for future growth and up-take b) Ensure charge point infrastructure and design are futureproofed through strong communication with charge point, including potential passive charging spaces c) Once charge points are installed, monitor usage data to ensure locations are suitable and charge points are being used - use parking data to make evidence-based decisions about future charge point locations d) Embed capacity for EV infrastructure into other Highways and Transport projects and programmes and ensure these are aligned with the EV objectives as far as possible, to encourage and support further expansion e) Support partners to find solutions to grid capacity implications Be open to renewable energy projects within the borough to support the ever-increasing demand for electricity produced by EV uptake f) Work through KCC to engage with the energy utility companies to create a more resilient, smart and innovative local energy system to ensure Swale Borough Council have the energy we need, when we need it, at the right price and without any negative environmental impacts g) Encourage the installation of smart chargers to mitigate the impact on the grid h) SBC to ensure communication with the Distribution Network Operator (UKPN) 	<p>Long term</p>
<p>4. Encourage the uptake of EVs through supporting trials, initiatives and public engagement</p>	<ul style="list-style-type: none"> a) Monitor public demand for new charge point locations via consultation and webform processes, whilst clearly outlining plans to manage expectations b) Use trials and schemes to familiarise residents and users with the technology and raise public awareness c) Explore the potential to work with school transport providers to encourage use of EVs d) Ensure publicly available charging points are uploaded to www.zap-map.com so residents and visitors have access to one website showing all charge points e) Continue a plan of public engagement to ascertain the charging needs of the residents and businesses within Swale f) Ensure climate change webpages include adequate and up to date local EV information g) Engage with all appropriate stakeholder groups, such as KCC, town and parish councils and the business community 	<p>Short – long term</p>
<p>5. Lead by example and electrify the Council fleet</p>	<ul style="list-style-type: none"> a) Install charge points in car parks and on all Council owned sites for use by council staff and visitors b) Understand the challenges faced by Swale Borough Council employees in the purchase of EVs c) Identify further locations to install EV charge points to benefit Swale Borough Council workers d) Explore grid implications of providing charge points for both council fleet and workers private vehicles e) Discourage the purchase of Internal Combustion Engine vehicles as part of the fleet (only to be purchased where market does not support electric alternatives) f) Encourage staff to switch to electric vehicles with promotion of grant schemes g) Using the Council's Commissioning Strategy to ensure that major contracts also utilise electric vehicles wherever possible. 	<p>Short - medium term</p>

10. References

1. Climate and Ecological Emergency Motion, Swale Borough Council, 2019, <https://services.swale.gov.uk/assets/Climate-Change-and-Ecological-Emergency/Climate-Change-and-Ecological-Emergency-Motion.pdf>
2. Charging Infrastructure Investment Fund, Infrastructure and Projects Authority and HM Treasury, 2018, <https://www.gov.uk/government/publications/charging-infrastructure-investment-fund>
3. Air Quality Action Plan (2018-2022), Swale Borough Council, https://services.swale.gov.uk/meetings/documents/s11020/Appendix%20I%20AQAP_Swale_BC_2018%20nv%202.pdf#:~:text=This%20Air%20Quality%20Action%20Plan%20%28AQAP%29%20is%20being,in%20Swale%20Borough%20Council%20between%202018%20and%202022.
4. Climate and Ecological Emergency Action Plan, Swale Borough Council, 2020, <https://services.swale.gov.uk/assets/Climate-Change-and-Ecological-Emergency/SBC%20CEE%20Action%20Plan%20Final%20with%20illustrations.pdf>
5. Swale Transportation Strategy (2014-2031), Swale Borough Council, <https://services.swale.gov.uk/meetings/documents/s993/Appendix%20II.pdf>
6. Transport Strategy (2022-2037) DRAFT, Swale Borough Council, 2021, <https://services.swale.gov.uk/meetings/documents/s16438/Appendix%20III%20Swale%20Transport%20Strategy%202022-2037.pdf>
7. Air Quality and Planning Technical Guidance, Swale Borough Council, 2021, <https://swale.gov.uk/news-and-your-council/publications/planning-and-planning-policy/air-quality-and-planning-technical-guidance>
8. Electric Vehicle Homecharge Scheme: guidance for customers, Office for Zero Emissions Vehicles, 2021, <https://www.gov.uk/government/publications/customer-guidance-electric-vehicle-homecharge-scheme/electric-vehicle-homecharge-scheme-guidance-for-customers>
9. On-Street Residential Chargepoint Scheme guidance for local authorities, Office for Zero Emission Vehicles, 2021, <https://www.gov.uk/government/publications/grants-for-local-authorities-to-provide-residential-on-street-chargepoints/grants-to-provide-residential-on-street-chargepoints-for-plug-in-electric-vehicles-guidance-for-local-authorities>
10. Shared Cars – Why, CoMoUK, 2020, <https://como.org.uk/shared-mobility/shared-cars/why/>
11. Workplace Charging Scheme: guidance for applicants, Office for Zero Emission Vehicles, 2021, <https://www.gov.uk/guidance/workplace-charging-scheme-guidance-for-applicants>

11. Appendix A

Glossary

AQMA; Air Quality Management Area - Local authorities review and assess air quality; where UK pollution objectives are not likely to be achieved, it must declare an Air Quality Management Area and an Air Quality Action Plan must be produced.

BEV; Battery Electric Vehicle

CO₂; Carbon Dioxide - Pollution mostly as a result of the burning of fossil fuels

EVCPs; Electric vehicle charging points

EU; European Union

LEZ; Low Emission Zone

NO_x; Nitrogen Oxide - When nitrogen is released during fuel combustion, it combines with oxygen atoms to create nitric oxide (NO). This further combines with oxygen to create nitrogen dioxide (NO₂). Nitrogen dioxide and nitric oxide are referred to together as oxides of nitrogen (NO_x).

NO₂; Nitrogen Dioxide

OLEV; Central Government Office for Low Emission Vehicles

PHEV; Plug-in Hybrid Electric Vehicle

PHV; Private Hire Vehicle

PM; Particulate Matter - also known as particle pollution, is a complex mixture of extremely small particles and liquid droplets that get into the air. Once inhaled, these particles can affect the heart and lungs and cause serious health effects

RFID; Radio-Frequency Identification - the use of radio waves to read and capture information stored on a tag attached to an object, such as a contactless payment card

ULEV; Ultra Low Emission Vehicle

ULEZ; Ultra Low Emission Zone

Type 1; EV charging connector common on older models of electric car, usually used for home charging on AV supplies with a 5-pin plug. Rarely seen in Europe.

Type 2; EV charging connector common in Europe, used for home charging on a single-phase electricity supply

Mode 2; The mode of charging is independent of the connectors. This is the default charging lead that comes with most cars. Mode 2 cables contain an in-line electronics box which emulates the communication of a smart charge point.

Mode 3; Most commonly used to enable fast charging and smart charging.

Smart Charging; Enables communication between the charging point and the car, with the ability for the car to instruct the charging point to turn off the power when the car is fully charged.

CCS; EV charging connector which permits rapid DC charging, found on newer models for charging away from home. The CCS socket is always combined with either a Type 2 or Type 1 socket

CHAdeMO; EV charging connector which permits rapid DC charging, found on some newer models and older EVs for charging away from home. The CCS socket is always combined with either a Type 2 or Type 1 socket. As a bi-directional charger, this connector type allows 'vehicle to grid' energy flows.

12. Appendix B

Current Charge Point Locations in Swale

Correct at time of publication; please refer to ZapMap for most up to date locations

Charge Point	Postcode	Location Type	Charge Points (sockets)
The Shurland Hotel	ME12 4EH	Hotel Car Park	1 (2x slow)
Plough Leisure Park (Zap-Home)	ME12 4JF	Caravan Park	1 (1x fast)
Tesco Superstore Sheerness	ME12 1RH	Supermarket Car Park	2 (4x slow)
Hyundai Medway	ME8 8PT	Car Dealership Forecourt	1 (2x fast)
The Rose & Crown	ME9 7SS	Pub Car Park	1 (2x fast)
9 Barn Close (Zap-Home)	ME9 8JW	Private Residential	1 ((1x fast)
Kent Science Park	ME9 8PS	Company Car Park	6 (8x fast)
Express Grass	ME10 2PG	Company Car Park	1 (1x fast)
Cook Classic Kitchen	ME10 3NH	Company Car Park	4 (4x slow)
BP Milton Regis	ME10 2AB	Service Station	1 (2x rapid, 1x fast)
Morrisons Sittingbourne	ME10 3EX	Supermarket Car Park	4 (4x fast)
Bourne Place Multistorey Car Park	ME10 3DW	Public Car Park	2 (4x fast)
The Swallows Car Park	ME10 4AH	Public Car Park	1 (2x fast)
Swale House Car Park	ME10 3HT	Public Car Park	1 (2x fast)
Perrys Vauxhall Sittingbourne	ME9 9AQ	Car Dealership Forecourt	2 (2x slow)
Morrisons Faversham	ME13 7DY	Supermarket Car Park	1 (2x rapid, 1x fast)
Sheerways (Zap-Home)	ME13 8TP	Private Residential	1 (1x fast)
Grain Store Studio	ME13 9LY	Company Car Park	1 (1x fast)
Boughton Golf Club	ME13 9AJ	Company Car Park	3 (2x fast, 1x slow)
67-69 The Street (Zap-Home)	ME13 9BE	Private Residential	1 (1x fast)
Rose Street Car Park, Sheerness	ME12 1AJ	Public Car Park	2 (4x fast)
Central Car Park, Faversham	ME13 8PW	Public Car Park	2 (4x fast)
Tesco Superstore Faversham	ME13 7AS	Supermarket Car Park	3 (4x fast, 2x slow)
Aldi Faversham	ME13 8ZB	Supermarket Car Park	2 (2x slow)
Red Lion Faversham	ME13 9LL	Company Car Park	1 (2x rapid, 1x fast)

*Slow = >7kW; Fast = 22kW; Rapid = <50kW; Ultra-Rapid = 120-350kW. More detail in section 6.2.

13. Appendix C

Car Parks in Swale

Car Park	Region	No. of Spaces	Current Charge Point Provision	Max Capacity of nearest substation (kW)	Future Provision
Institute Road	Faversham	40	0	>150	N/A at present
Queens Hall	Faversham	142	0	>150	Charge point installation being investigated
Central	Faversham	219	4	>150	Extended provision and car club being investigated
Partridge Lane	Faversham	55	0	>150	N/A at present
Ospringe Street	Faversham	30	0	>150	N/A at present
Beach Street	Sheppey	94	0	>150	Unsuitable
Beachfields	Sheppey	76	0	>150	Unsuitable
Trinity Place	Sheppey	57	0	>150	N/A at present
Trinity Road	Sheppey	62	0	>150	N/A at present
Albion Place	Sheppey	16	0	>150	N/A at present
Bridge Street	Sheppey	47	0	>150	N/A at present
Cross Street	Sheppey	82	0	>150	N/A at present
Hope Street	Sheppey	9	0	>150	Unsuitable
Jetty Car Park	Sheppey	6	0	50	Unsuitable
Park Road	Sheppey	25	0	150	N/A at present
Seathorpe Avenue	Sheppey	20	0	150	N/A at present
Minster Abbey	Sheppey	17	0	>150	N/A at present
Queenborough Library	Sheppey	44	0	150	N/A at present
Halfway	Sheppey	41	0	50	N/A at present
The Promenade	Sheppey	272	0	>150	N/A at present
Shellness Road	Sheppey	250	0	150	N/A at present
Coastal Park	Sheppey	100	0	150	N/A at present
Cliff Drive	Sheppey	20	0	>150	N/A at present
Ship On Shore	Sheppey	80	0	50	N/A at present
Rose Street	Sheppey	169	4	50	Extended provision being investigated
Shortlands Road	Sittingbourne	35	0	>150	Charge point installation being investigated
Albany Road	Sittingbourne	104	0	>150	Charge point installation being investigated
The Forum	Sittingbourne	86	0	>150	N/A at present
Swale House	Sittingbourne	72	2	>150	Extended provision continually monitored
Grafton Road	Sittingbourne	10	0	>150	Unsuitable
Cockleshell Walk	Sittingbourne	86	0	150	N/A at present
Spring Street	Sittingbourne	72	0	150	N/A at present
Central Avenue	Sittingbourne	60	0	150	N/A at present
Swallows Car Park	Sittingbourne	86	2	150	N/A at present
Milton Court	Sittingbourne	10	0	50	N/A at present
Crown Quay Lane	Sittingbourne	42	0	>150	N/A at present
Bell Road	Sittingbourne	24	0	>150	N/A at present
Bourne Place Multistory	Sittingbourne	308	4	>150	N/A at present

Contacting Swale Borough Council

The customer Service Centre deals with all enquiries across the Council, it should be your first stop when contacting us.

Call 01795 417850.

Copies of this report are available on the council website.

Front cover: stock photo, electric car charging

This page is intentionally left blank

SMT Meeting		Agenda Item: X
Meeting Date	18 January 2022	
Report Title	Environmental Enforcement and Prosecution Policy	
Cabinet Member	Cllr. Julian Saunders Cabinet Member for Environment	
SMT Lead	Emma Wiggins, Director of Regeneration and Neighbourhoods	
Head of Service	Martyn Cassell, Head of Environment and Leisure	
Lead Officer	Jo Mapp, Environmental Enforcement Manager	
Key Decision	No	
Classification	Open	
Recommendations	1. That Cabinet approves the refreshed Environmental Enforcement and Prosecution policy.	

1 Purpose of Report and Executive Summary

1.1 The Environment Response Team's existing enforcement prosecution policy is now out of date and needs to be refreshed. A new corporate overarching enforcement policy was approved by Members in December 2020. The Environment Response Team document is intended to complement the corporate policy with team specific detail and information. This report seeks endorsement of the new policy.

2 Background

2.1 The Environment Response team have a wide range of enforcement tools available to resolve issues when necessary. This policy highlights some of these and explains how and when they may be used in conjunction with the principles outlined in the agreed corporate policy.

2.2 It is good practice to have a function specific policy in place that helps to promote consistent, efficient and effective approaches to regulatory inspection and enforcement as a means of improving regulatory outcomes without imposing unnecessary burdens.

2.3 The overarching corporate policy sets out the principles of good regulation (consistent, targeted, transparent, accountable, proportionate and helpful) which should be applied to all of the Council's enforcement activity.

2.4 This policy should assist with achieving consistency in enforcement. It sets out a short and succinct statement of what those who are on the receiving end of

enforcement action should expect from the Council in how it discharges its responsibilities.

3 Proposals

- 3.1 That Cabinet approves the refreshed Environmental Enforcement and Prosecution policy.

4 Alternative Options

- 4.1 The alternative option is to not have a team policy and rely on the overarching enforcement policy. This is not recommended as the umbrella policy suggests that where needed, relevant services will provide their own service specific policies. It also enables consistency across the various departments who have already produced function specific enforcement policies. The function specific policy allows the principles in the overarching policy to be delivered.

5 Consultation Undertaken or Proposed

- 5.1 Managers and Team leaders within the Community Safety Unit and Environmental Protection team have reviewed the document and provided comments.
- 5.2 Legal services have also reviewed and contributed to this final document.

6 Implications

Issue	Implications
Corporate Plan	The policy aligns with several objectives in the corporate plan, especially Priority 2 'Investing in our environment and responding positively to global challenges' and priority 3 'Tackling deprivation and creating equal opportunities for everyone (3.4 – reducing crime and antisocial behaviour)'.
Financial, Resource and Property	The Enforcement policy can be delivered with existing staff resource. Some of the environmental Fixed Penalty Notices that the Environment Response Team issue have stipulations set in law that means that any income received is to be spent in specific areas of work. See DEFRA document Part 1a – Effective Enforcement (section 11C.1)
Legal, Statutory and Procurement	The policy is intended to ensure that regulatory inspection and enforcement is carried out in a fair, practical and consistent manner. It is good practice to have this in line with the Regulators' Code, which sits under the Legislative and Regulatory Reform Act 2006. Mid Kent Legal Services have been instrumental in the development and drafting of the new policy. The DEFRA Code of Practice for 'Effective Enforcement' will also be adhered to.

	RIPA guidance and legislation may be relevant and is considered on a case by case scenario.
Crime and Disorder	The policy makes clear that enforcement activity is targeted on those whose activities give rise to the most serious offences.
Environment and Sustainability	Effective and visible enforcement is key to tackling environmental crime and fulfilling the council objectives. Reducing environmental crime will reduce council costs.
Health and Wellbeing	A cleaner borough enhances residents wellbeing and allows residents to enjoy open spaces.
Risk Management and Health and Safety	None identified at this time
Equality and Diversity	None at this stage
Privacy and Data Protection	A discussion is needed about use of social media investigation for not only this policy but wider enforcement and should be considered in the overarching enforcement plan.

7 Appendices

7.1 The following documents are to be published with this report and form part of the report:

- Appendix I: Environmental Enforcement Prosecution policy

8 Background Documents

The Regulators' Code:

<https://www.gov.uk/government/publications/regulatorscode>.

DEFRA Code of Practice on Effective Enforcement

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/907500/part1a-enforcement-guidance1.pdf

Swale Borough Councils overarching enforcement policy

<https://services.swale.gov.uk/assets/Strategies-plans-and-policies/Enforcement%20Policy/Enforcement%20Policy.pdf>

**SWALE BOROUGH COUNCIL
ENVIRONMENTAL
ENFORCEMENT AND
PROSECUTION POLICY**

1. INTRODUCTION

This policy shall be read in conjunction with the Swale Borough Council overarching corporate enforcement policy <https://services.swale.gov.uk/assets/Strategies-plans-and-policies/Enforcement%20Policy/Enforcement%20Policy.pdf>

This policy covers the principal environmental offences regulated by the Environment Response Team (and other teams from time to time), including (but not restricted to) aspects of anti-social behaviour, public space control orders, fly tipping, littering, graffiti, flyposting, breaches of the duty of care for householders and businesses, dog fouling, canine control, pest control, noise abatement, making property secure, abandoned vehicles, animal licensing and welfare requirements.

The aim of this policy is to assist Environment Response Team officers in the decision-making process in taking enforcement action against offenders for environmental and anti-social offences. Alongside the corporate enforcement policy, these documents set out a consistent approach regarding the use of tools available to achieve effective and efficient compliance with the legislation.

In particular the Legislative and Regulatory Reform Act 2006, Part 2 and the Regulators Code having statutory effect from 2014 requires Local Authorities to have regard to the principles of good regulation when exercising enforcement powers.

The Council will exercise regulatory activities in a way which is:

- Proportionate – when taking action in respect of non-compliance when this is identified
- Accountable – The Council's activities will be transparent with clear policies in respect of enforcement procedures
- Consistent – Each case will be considered on its merits, however a consistent approach will be taken where circumstances are similar
- In respect of this we will as part of any regulatory prosecution have regard to the Code for Crown Prosecutors and the enforcement concordat.

2. ENFORCEMENT WITHIN THE ENVIRONMENT RESPONSE TEAM

If applicable (and in addition to the legislation listed in the corporate policy) the requirements of the Regulation of Investigatory Powers Act 2000 shall be considered during investigations. The Act works in conjunction with existing legislation e.g., Human Rights Act 1998. The Council's RIPA procedures must be always complied with and the authorisation must be formally recorded within the corporate systems.

Enforcement options for the function will be considered on a case-by-case basis, but examples may include:

- Providing advice and support to achieve compliance
- Written warning
- Serving legal enforcement Notices, Orders, Community Protection Notices

- Refusal, suspension, or revocation of licences
- Injunctions
- Issuing persons with Fixed Penalty Notices
- Carrying out work in default/cost recovery action
- Seizure/application for forfeiture
- Issuing persons with a simple caution
- Prosecution or other legal proceedings
- Proceeds of Crime Applications

NB – The legislative Acts for which enforcement can be taken are listed within the Swale BC Constitution.

Consistency

Officers will be given the necessary training to undertake their investigative tasks. This will include training new starters ; refresher training for experienced officers; and training on new legislative requirements when necessary.

Internal procedures and some standard letters will be provided for routine investigations. Officers will update the corporate electronic case management system with the actions undertaken in a timely manner. Case reviews may be undertaken on an ad hoc basis between officers and the manager in order to ensure consistency between officers and enforcement outcomes. Cases which have been recommended for a 'simple caution' or prosecution will be approved by the relevant manager and then the Head of Service to ensure that the recommendation is appropriate. The Legal team will also review these cases prior to the recommendation being enacted.

Statutory Notices

Certain legislation gives Swale Borough Council the powers to issue statutory notices. These notices may require the persons served to take specific action or cease certain activities in accordance with legislation, A statutory notice will clearly set out actions which must be taken and the timescale within which they must be taken. It is likely to require that any breach is rectified and/or safeguards have been put in place to prevent future breaches. Where a statutory notice is issued, an explanation of the appeals process will be provided to the recipient.

Some notices issued in respect of premises may be affixed to the premises for public inspection, and/or registered as a local land charge. Swale Borough Council reserves the right in some circumstances, and in particular in the most serious of cases, to prosecute, in addition to the use of a statutory notice to gain compliance.

Fixed Penalty Notices

In order to streamline enforcement processes, Fixed Penalty Notices (FPNs) have been introduced as a common sanction for low level environmental crime. Due to the increase in the use of FPN's some information has been provided on them.

FPN's may be issued for environmental offences, where prescribed by legislation. Examples include littering, dog fouling, fly posting, graffiti, abandoned vehicles, refuse left out inappropriately, failure to produce waste carrier documents or duty of care documents, fly tipping/ illegal disposal of waste, duty of care offences by the public, smoke free offences, Public Space Protection Order breaches, breaching a Community Protection Notice, anti-idling, working on/selling vehicles on a road or for noise offences.

The use of FPN's will be in accordance with any relevant legislation and guidance. For example, litter and fly tipping FPN's will be issued in accordance with Part 1A of the DEFRA Code of Practice for litter and refuse

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/907500/part1a-enforcement-guidance1.pdf

FPN payment amounts will be set through the annual fees and charges process. The amounts will be published on the Swale BC website within the latest fees and charges document.

If a FPN is not paid in full within the prescribed period legal proceedings may be considered.

The use of FPN's provides the opportunity for an offender to discharge their liability for prosecution by accepting and paying a set amount. We cannot accept payments in instalments. If paying the whole amount of a fixed penalty is a problem we can offer a 30 day extension of time to pay if requested in writing. This is from the date of the original offence. If there is a particular case of hardship, the recipient can request a longer extension. This must be made in writing and must be supported by evidence of hardship, such as income details.

There are no formal grounds of appeal against a Fixed Penalty Notice. This is because a Fixed Penalty Notice is an invitation/opportunity to avoid prosecution. In essence this means that whilst not an admission of guilt, it is an agreement that an offence has been committed and that by paying the sum of money specified no further action will be undertaken by the Borough Council.

The council accepts that occasionally information that was not made clear at the time of the offence may have a bearing on whether the council should or is able to pursue non-payment of fixed penalty notices. Representations may be made by the person upon whom a FPN is served. **This is not an appeal system** but an opportunity for information to be presented to the authority whilst considering whether to proceed to prosecution. Representations must be made in writing before the payment period expires.

Deciding whether to prosecute

Officers will comply with the corporate enforcement policy and consider all factors listed within.

A FPN will not be appropriate where:

- despite the best efforts of the Authorised Officer to inform the offender, the offender appears unable to understand the action being proposed.
- the suspect is a non-resident foreign national, as the penalty will not be enforceable
- no satisfactory address exists for enforcement purposes, for example where the officer has reason to believe that the suspect is homeless or sleeping rough.
- where it is known that the offender has previous convictions or a caution for the offence, or has been previously issued with a number of FPNs, particularly if they have not been paid, where acting through the Courts will be the appropriate action.

Issuing FPN's to, or prosecuting anyone under the age of 18 will only take place in extenuating circumstances. In the cases where a decision has been made in accordance with this policy (and the relevant guidance) to proceed with taking enforcement action against a person under the age of 18, a further review of the case will be made. Depending on the age of the person this may involve Children's Services, Youth Offending teams or other agencies as appropriate. The investigation may also involve engagement with the parents or guardians of the individual. If an FPN is issued to a person under 18 that can't prove it at the time, this can be retracted at a later date if such identification is provided.

In circumstances where none of the other form of enforcement action are appropriate a prosecution will be considered following 'The Code for Crown Prosecutors', identifying if there is enough evidence to bring the prosecution and whether it is in the public interest to do so,

Recovery of costs

The Council will normally seek to recover all costs incurred through investigation and legal action, works in default, waste clearance, waste stabilisation, waste disposal, graffiti removal, pollution control, site remediation, environmental monitoring, damage to council property or land, etc. The recovery of costs will be pursued by any available means.

Working with partners

The Council will work with other agencies including Social Housing providers, The Environment Agency, RSPCA, Kent Fire and Rescue Service and other local authorities such as Kent County Council and the Police in taking enforcement action. In cases where both the Council and another agency have jurisdiction, an opportunity will be given to that agency to investigate. As an example, the Environment Agency is most likely to investigate incidents of major fly tipping, or organised commercial fly tipping.

The Environmental Response Team will also work with other internal departments such as the Community Safety Unit, the Planning Department and Environmental Health.

8. REVIEW OF POLICY

The implications and effectiveness of this policy will be continually monitored with a full review in five years.

This Policy will be reviewed regularly to reflect changes indicated by internal monitoring, by legislation or by guidance.

This page is intentionally left blank