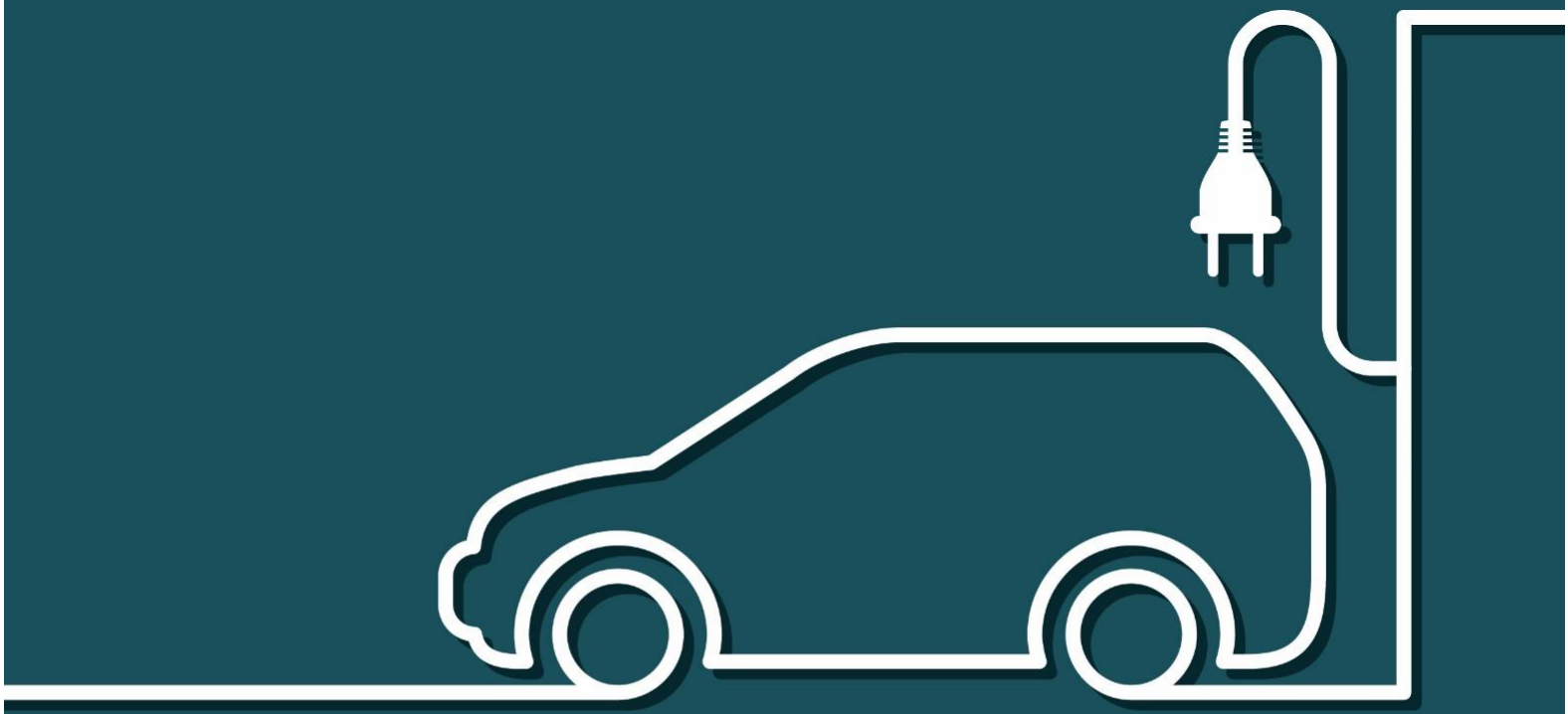
Babergh & Mid Suffolk District Councils

Electric Vehicle Infrastructure Implementation Plan



Working Together

Executive Summary

The district councils recognise that the ownership and use of electric vehicles (EV's) is increasing and will become more common place over the coming years, and that the authorities will need to support and enable this with regards to the rollout of EV charging infrastructure. The BMSDC EV Infrastructure Implementation Plan outlines how the district councils will achieve this within three strands; within communities, within in the commercial sector, and by the councils themselves. This includes making recommendations, supported by a GIS mapping exercise, on where the councils should look to install more chargers on land and at properties within their gift, and how the councils will signpost businesses and community organisations to funding opportunities and encourage roll out that provides consistency for end users.

1. Introduction and Context

In 2020, Babergh and Mid Suffolk District Councils (BMSDC) both declared a climate emergency and committed to being net zero carbon by 2030. An objective that will need to be met in order to meet this ambitious target is the uptake of low carbon transport methods, including electric vehicles (EV's). The councils realise the importance of providing EV charging infrastructure at the appropriate pace to support modal shift locally and within the wider transport decarbonisation opportunity.

This is reflected within the councils' emerging Climate Change Resilience Plan, which includes the outcome: "Local residents are more able to transition from internal combustion engine (ICE) cars to EV cars".

It is important to have a strategical approach to the delivery of this, in order to meet this target, and the needs of our communities and visitors.

Data collected within the "Suffolk EV Ready" scoping report, conducted by WSP Consultancy on behalf of Suffolk County Council, regarding projected EV ownership figures also provides evidence that supports the need for sufficient and strategical roll out. Information from this scoping report is referenced throughout this plan as an evidence base.

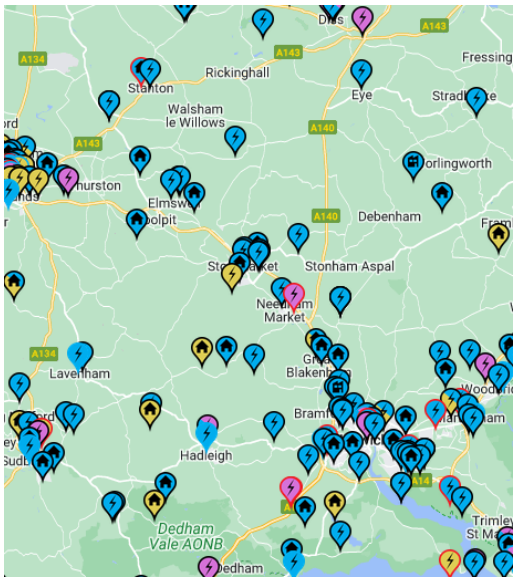
2. Intended Outcomes of Plan

This implementation plan aims to:

- Take stock of current provision and signpost to where the most up to date information on this can be found
- Outline existing mechanisms to secure more provision
- Lay out the projections of our future infrastructure needs
- Calculate the pace of rollout that will be required in the shorter term
- Indicate potential locations for EV infrastructure
- Act as 'toolkit' for council officers on how to write effective funding applications for, and facilitate, infrastructure roll-out
- Support decision making and delivery when funding opportunities arise
- Encourage a consistent and strategical approach to the councils own infrastructure roll-out
- Outline the ways in which the councils will enable community and commercial partners to access opportunities to implement infrastructure at their own venues and places

3. Existing Infrastructure 'Audit'

As of July 2023, there were a total of 52 EV chargers for public use across Babergh (15 of which are rapid chargers) and 36 EV chargers for public use across Mid Suffolk (4 of which are rapid chargers), according to the Department for Transport's official statistics for EV charging devices. This is a snapshot in time, and the most accurate up to date picture on existing publicly accessible infrastructure can be found on ZapMap.



Of these EV charging points, the district councils have been involved in the implementation of, and the ongoing monitoring and maintenance of, the following charge points:

Address	Postcode	No. of EVCP	No. of bays reserved for charging	Type of Charger
Eye, Cross Street	IP23 8AY	1	2	22 kWh
Hadleigh, Magdalen Road	IP7 5EH	1	2	22 kWh
Lavenham, Church Street	CO10 9SA	1	2	22 kWh
Stowmarket, Mid Suffolk LC (Solar Car Ports)	IP14 1LH	6	6	7kW
Stowmarket, Mid Suffolk LC (Solar Car Ports)	IP14 1LH	2	2	22 kWh
Sudbury, Kingfisher LC	CO10 2SU	1	2	22 kWh
Sudbury, Kingfisher LC (Solar Car Ports)	CO10 2SU	8	8	7 kW
Bury Street Car Park, Stowmarket	IP14 1HW	3	6	22kW
Regal Theatre, Ipswich Street Car Park, Stowmarket	IP14 1AY	3	6	22kW
Milton Road, Stowmarket	IP14 1EJ	3	6	22kW
Union Street West Car Park, Stowmarket	IP14 1HW	3	6	22kW
Needham Lakes, Needham	IP6 8NU	2	1	2x 50kW; 1 x 22kW
Cock & Horse Inn car park, Church Street, Lavenham	CO10 9SA	2	4	22kW
Total		**36**	**53**	

In addition to list of council installed EV charge points, the council has awarded Community Infrastructure Levy (CIL) funding to fund installations on parish council owned land at various locations throughout the districts.

4. Current mechanisms for facilitating EV Infrastructure roll-out

There are several ways in which the councils are already working to increase EV infrastructure roll-out, ranging from securing charge points within new development, to enabling and supporting community organisations and places in their ambitions to provide infrastructure themselves through the use of CIL funding.

4.1 What BMSDC currently secures through the planning process

When determining planning applications, all developments must provide parking in line with Suffolk County Council's Suffolk Guidance for Parking. This sets out the expectations for when and what should be installed for new development in terms of EV charging points:

"*Low Emission Vehicle Parking:*

Following on from DfT's recent Road to Zero publication and Suffolk County Council's commitment to make the county of Suffolk carbon neutral by 2030, sufficient provision of electric vehicle charging infrastructure must be made to help meet the governments ambition of all cars and vans being zero emission by 2050. As a result all new developments are required to provide sufficient electric charging infrastructure to cater for the growing demand of electric vehicles in Suffolk.

For residential developments, each dwelling must have the ducting in place to allow a suitable wattage wall charging unit to be installed and connected to a suitable household consumer unit, that has the capacity to charge an electric vehicle and run other household electrical appliances when required by the resident. Commercial developments must provide suitable charging systems for a number of the parking spaces, with ducting and infrastructure in place to install additional charging systems when future demand dictates.

All charging related equipment must be fully compliant with Building Regulations and certified with the relevant British Standards.

Currently SCC do not permit charging points for low emission vehicles to be installed within areas of adoptable highway."

Planning applications should secure these charging points in line with these standards, for which the requirement for each type of development under planning use classes is set out in Suffolk County Council's EV Charging Guidance.

4.2 What BMSDC Currently Secures through Building Regulations

Building Regulations require EV charging points to be secured for new residential buildings, mixed use and non-residential buildings, dwellings resulting from a change of use, and other building projects including major renovations. The Building Regulations 2010 Infrastructure for the Charging of Electric Vehicles Approved Document S sets out the regulations that must be met.

The Council does not act as 'Approved Inspectors' (proposed to become Registered Building Control Approvers under a current Government consultation) for all development projects. But for the development projects where the Councils are acting as the Approved Inspectors, EV charging points will be installed in line with the above Approved Document.

4.3 Delivering on funding already secured

Some national government funding, from the On-Street Residential Chargepoint Scheme (ORCS), has already been secured by BMSDC to deliver on-street residential EV charge point roll out. The first phase of these charge points are being delivered throughout summer 2023 across the following car parks:

- In Mid Suffolk - Ipswich Street, Bury Street, Milton Road, Illife Way and Union Street (West) in Stowmarket
- In Babergh - Girling Street and North Street in Sudbury, The Cock Inn in Lavenham, Magdalen Road (Long Stay) in Hadleigh

Further installations at other sites will continue to be delivered by this funding up until the end of March 2024.

The district councils have also secured some additional funding for EV Infrastructure as part of the Investment Plan for Rural Prosperity Fund. This allocation amounts to £105,000 per district which will support up to 35 EV charge points per district over the next 2 years.

In addition, the district council will also support the county council in the delivery of county-wide funding secured through the Local Electric Vehicle Infrastructure (LEVI) fund through partnership working.

4.4 Supporting community roll out with district CIL funding

Community organisations such as parish councils, sports clubs and charities can apply for district community infrastructure levy (CIL) monies to fund EV charge points at their venues. This can help to provide public access charge points at places such as village halls, sport and fitness facility car parks, and community centres. This has already been a successful source of funding for Lavenham Parish Council, for example.

Ideally, CIL funding should be used as part of collaborative spending. In the circumstance that a community organisation have applied for CIL funds for EV Infrastructure but another source of funding is still required, officers can signpost the organisation to Suffolk County Council's 'Plug in Suffolk' grant programme (funded by the LEVI funding referenced in section 4.3), which can contribute to the initial purchase costs of an EV charge point.

5. Requirements for further roll out

5.1: In the short term

The 'Suffolk: EV Ready' report projections on EV car ownership suggest that by 2025, the uptake of EV's will amount to 8,957 EV cars owned by residents across Babergh and Mid Suffolk, amounting to 7-8% of total vehicle ownership. By 2030, this is forecasted to increase to 36,655 EV's owned, amounting to 29-30% of all vehicle ownership.

It is noted that in Babergh, 21.05% of households are reliant on on-street parking, and in Mid Suffolk 17.73% of households are reliant on on-street parking. This demonstrates the need for public use charge points in publicly accessible places.

It is anticipated that in order to meet the infrastructure requirements of the above projections, there should be between 59 and 82 public use EVPCs across Babergh, and between 70 and 98 public use EVCPs across Mid Suffolk by 2025.

By 2030, the requirement forecast increases to between 6 and 10 public use rapid chargers and between 203 and 319 public use standard chargers across Babergh, and between 7 and 12 public use rapid chargers and between 240 and 378 public use standard chargers across Mid Suffolk.

The difference between the higher and lower figures in the projects above reflects the range in the prediction of EV ownership uptake.

The most likely scenario is that in the shorter term delivering the lower figure amount of charge points may be sufficient, but in the longer term, as rates of EV ownership accelerate, more chargers will be needed at greater pace.

Focusing on the shorter term requirements, this means that within the next two years, the aims should be to:

- **Install 29-52 more public use EVCPs in Babergh**
- **Install 49-77 more public use EVCPs in Mid Suffolk**

A large amount of these required installations will be achieved with the ORCS funding referenced in section 4.3. Within phase 1 of this funding, 26 will be delivered in Babergh and 30 will be delivered in Mid Suffolk, all within public car parks identified as being accessible locations for local residents with no driveways.

Phase 2 of the funding, which offers the opportunity to nuance delivery to maximise usage while reaching predicted need, paired with the LEVI funding already secured by Suffolk County Council if needed, will be able to deliver the further 3 EVCPs required for Babergh and the further 19 EVPC's required for Mid Suffolk in order to meet the 'low EV uptake scenario' requirement projections, and potentially more.

5.2 In the longer term

A wider, further forwards looking EV Infrastructure needs assessment has been undertaken by Transport East, which looks to 2025 and beyond. The following table shows the forecasts made in this assessment with regards to demand for public EV charge points across both districts that would require public funding or other support (e.g. these figures exclude the predictions relating to private sector roll-out). Again, the two different scenarios (low and high) are based on EV uptake projections.

District:	**Babergh**		**Mid Suffolk**	
Scenario:	Low	High	Low	High
Year:	*Predicted EVCP Requirement:*	*Predicted EVCP Requirement:*	*Predicted EVCP Requirement:*	*Predicted EVCP Requirement:*
2025	112	169	132	201
2030	217	357	258	422
2035	460	642	545	760
2040	663	793	785	938

6. Indicative/Potential locations for further roll-out

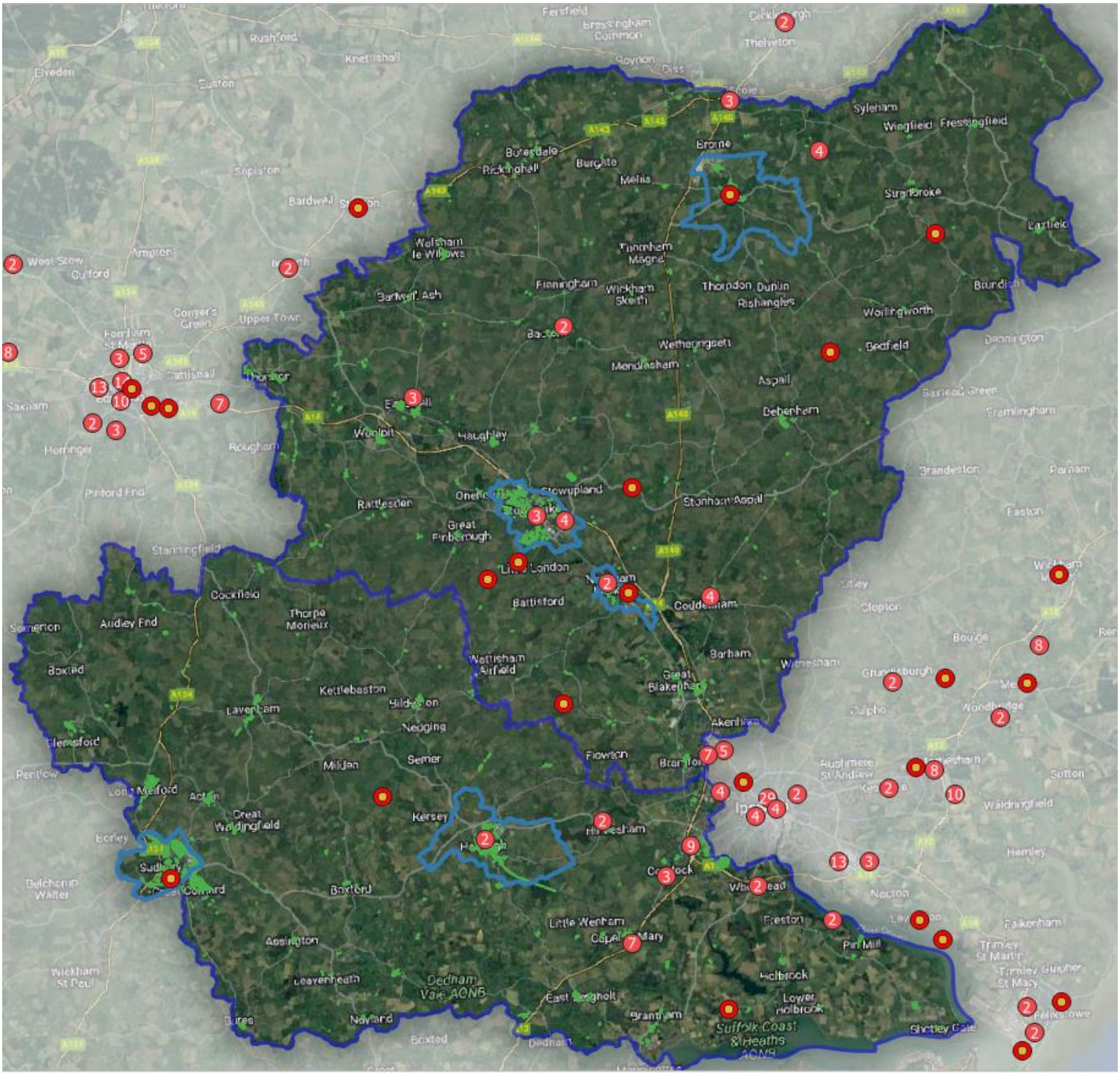
As established in section 5.2, the councils have a vital role to play in providing infrastructure in places that the private or commercial sector are unlikely to cover, to serve residents and visitors as with any public amenity provision.

As noted in section 4.3, funding has already been secured to deliver a large chunk of the short-term requirements, focussing on council owned car parks.

Whilst this work is ongoing, some mapping has been developed to help the councils identify some other areas within BMSDC land ownership that may be considered suitable locations for EV charge points.

This interactive mapping, available internally only for officer use, informs us of where across the districts there is:

- Council owned land (including land owned and/or operated by council companies, and council owned land leased to 3rd parties) – *this helps the councils to understand whereabouts EVCP's can be installed and operated by the council without any landowner permission requirements.*
- Council owned property (both commercial and residential) – *this helps the councils understand whereabouts EVCP's can be installed and operated (if required) by the council without any landowner permission requirements.*
- A high proportion of residential properties without driveways - *this helps the councils understand where there may be more of a need for publicly accessible charge points for local residents without the means to install home charging solutions for themselves.*
- Existing publicly available EV charge points – *this helps the councils to understand the geographical spread of where EVCP's have already been installed, to either avoid duplication or to ascertain locations that have existing electricity supply infrastructure should more EVCP's be required in that area.*



Overview Image of the GIS mapping that has been developed in order to assist the identification of potential sites for EVCP installation. Copyright credits:

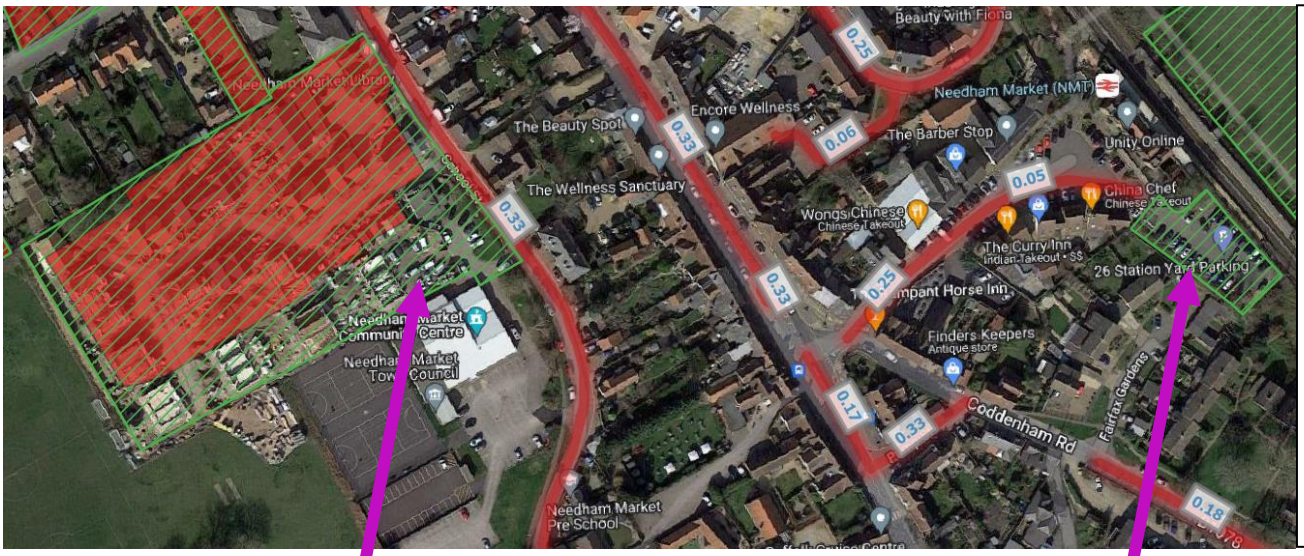
© Crown copyright and database rights 2023. Ordnance Survey Licence number 100023274.

Map Data ©2023 Google, Imagery ©2023 TerraMetrics/CNES/Airbus, Getmapping plc, Infoterra Ltd & Bluesky, Landsat/Copernicus, Maxar Technologies.

The way in which this mapping can be used to identify suitable locations for EVCP installation is highlighted in the below examples. In both examples;

- Areas marked with green hashed lines indicate that this land belongs to Mid Suffolk or Babergh District Council.
- Buildings highlighted in red are owned by Mid Suffolk or Babergh District Council
- Roads highlighted in red indicate that less than 0.5% of the residential properties on that road have access to off street parking (typically a driveway), and the number located next to each highlighted road notes what the percentage of residential properties on that road have access to off street parking (meaning that the lower the number, the fewer properties there are on that street that have their own driveway or designated parking space).
- A red circle with an inner orange circle indicates the location of an existing EVCP

Example area: central Needham Market



There is council owned land, with potential for parking and EVCP space, adjacent to Needham Market Community Centre. Only a third of residential properties on the nearby road have their own driveway, meaning that two third of hyper-local residents are unlikely to have the space/facilities for at-home EV charging. There are no other public access charge points within a mile's drive of this location.

Conclusion: this site should be recommended as a potential location for an EVCP installation, subject to further investigation.

There is council owned land, with potential for parking and EVCP space, at Station Yard Car Park. Only a third of residential properties on the nearby road have their own driveway, meaning that two third of hyper-local residents are unlikely to have the space/facilities for at-home EV charging. There are no other public access charge points within a mile's drive of this location.

Conclusion: this site should be recommended as a potential location for an EVCP installation, subject to further investigation.

Example area: central Hadleigh (west of High Street)

There is council owned land, with potential for parking and EVCP space, in the Market Place car park. Only 0.08% of residential properties on the nearby road have their own driveway, meaning that very few hyper-local residents are unlikely to have the space/facilities for at-home EV charging. The fact that the car park is also used for access to the doctors surgery, market place and town centre also lends itself to town centre destination charging. There is currently only one other public access EVCP within a mile of this location.

Conclusion: this site should be recommended as a potential location for an EVCP installation, subject to further investigation.

There is council owned land, with potential for parking and EVCP space, just off Topplesfield Gardens. Only 0.11% of residential properties on this road have their own driveways, and only 0.15% of residential properties on the nearby Duke Street have their own driveway, meaning that very few hyper-local residents are likely to have the space/facilities for at-home EV charging. There is currently only one other public access EVCP within a mile of this location.

Conclusion: this site should be recommended as a potential location for an EVCP installation, subject to further investigation.

To highlight some more of the places identified via the mapping that appear to be potentially suitable for EVCP installation, with short term and strategic opportunities in mind, it is recommended that the council looks into the feasibility of implementing EV charge points in the following locations:

	Babergh	Mid Suffolk
Standard Charging (suitable for longer charging time or overnight charging)	• Topplesfield Gardens, Hadleigh • Land at Meadow Close/Hill Farm Lane, Chelmondiston • Land at Bulmer Road Industrial Estate, Sudbury • Land on the south side of Windham Road, Sudbury (within industrial area parking) • Angel Court, Hadleigh	• Residential parking area at Highlands Close, Needham Market • Parking bays on Thedwastre Close adjacent to Elmswell Park, Elmswell • Parking area within 'land and buildings at Chapel Close', Fressingfield • Wolsley Road, Stowmarket (parking bays for parade of shops) • Cedars Park Community Centre, Stowmarket
Rapid Charging (suitable for short stay parking/parking at destinations)	• Hadleigh Pool & Leisure Centre • Land at Meadows Way (between Parkside Pre-School and the Skatepark), Hadleigh • Land on the north side of Angel Street, Hadleigh • Beaumont Park, Hadleigh (car park on land on the east side of Aldham Mill Hill/off Durrant Road) • Land at The Street, or land on the south side of The Street, Capel St Mary	• Gateway 14, Stowmarket • Stowmarket Town Football Club • Mid Suffolk Leisure Centre • Chilton Fields Sports Club/Emerging SHELF site, Stowmarket • Needham Market Community Centre • Needham Lake (currently one EVCP already on site, but scope for more). • Car park at Hurstlea Road/Barrett's Lane, Needham Market • Scout Headquarters, Claydon (if vehicle access allows) • Woolpit Play Area/Village Hall (village car park) • The Pennings, Eye (in parking area off Ludgate Causeway) • Wingfield Barns (College Yard, Wingfield, Eye)

It should be noted that this is not an exhaustive list, and also that there is no guarantee that every location listed will be feasible upon further investigation. However, the above list provides suggestions as a starting point. Further analysis of the associated GIS mapping, as and when installation funding is available, will provide further location recommendations beyond this initial list.

In addition to this, it is recommended that the council continues to roll out EVCPs in all district council owned and operated car parks in Babergh and Mid Suffolk, and that all of these car parks, where feasible, should have a minimum of 2 charge points by 2025.

6.1 Provision of EV Infrastructure within Social Housing stock

Local authorities that own social housing can apply for the EV charge point grant for landlords. This provides grants of up to £350 towards the cost of purchasing and installing a charge point, with up to 200 grants a year available for each local authority.

Additional support is also available for local authorities to help install EV charge points in residential apartment block parking spaces. The EV charge point grant for residential carparks provides grants of up to £30,000 towards the cost of installing EV charge points in such properties.

It is recommended that the district council develop an understanding of EV infrastructure requirements and opportunities at existing social housing stock. An understanding of what this might look like will enable the council to attach costs to this and develop a business case that can be used to apply for funding as necessary.

6.2 Commercial and Community-led Infrastructure

Whilst the councils will play a key role in the roll-out of EV infrastructure on council owned land and assets, local communities and the private sector also have an important part to play in securing good coverage of infrastructure for EV drivers.

Outside of their own land ownership, the councils would recommend and endeavour to support the implementation of EVCP's at any of the following types of venues across the districts where car parking space allows;

- Village halls, town halls and community centres
- Libraries
- Sports and Leisure centres/clubs
- Places of worship and memorial halls
- Privately owned/managed public car parks
- Retail destinations and supermarkets
- Workplaces

Some of the above recommendations will need to be community led, whilst some would need to be led by the private sector.

Of particular importance relevance Babergh and Mid Suffolk, and crucial for EV travel within the district's tourism offer, is the requirement to provide charging infrastructure at visitor economy venues. The below lists highlight some examples of the kinds of local venues that the councils would recommend and endeavour to support the implementation of EVCP's:

Babergh	**Mid Suffolk**
De Vere House	Haughley Park
The Mill, Sudbury	Oaksmere
Flatford Mill	Retreat East
Kentwell Hall	Thurston Grange
Alton Water	Stonham Barns
Anglia Adventures	Thornham Walks
Anglia Indoor Carting	Mid Suffolk Light Railway

Hollow Trees Farm Jimmy's Farm Kersey Mill RSPB Wolves Wood Hintlesham Hall	Wingfield Barns Needham Lake

7. Funding

There will be a need for significant amounts of funding in order to implement the amount of EV charging infrastructure that it is projected the districts will require. The councils will seek to secure funding for their own implementation ambitions, and also support partners and external stakeholders in securing funding for implementation in other locations.

7.1: Accessing and investing funding for council roll out

Any investment made by the councils for EV infrastructure installation must be accompanied by a business case, including a financial viability assessment, that justifies investment.

Any business case should include:

- Cost of unit
- Cost of installation - it is acknowledged that the costings for installation will vary significantly between different locations, particularly with regards to the need for a suitable power supply. For example, one site may have sufficient power with a suitable output source, whereas another may incur a cost of £30,000 - £40,000 to provide this.
- Costings for the ongoing administration of the EVCP(s), including operation and maintenance contracts and any 'back office' software requirements
- Acknowledgement that tariff levels need to be carefully calculated and set to ensure the charge point remains viable (including consideration made to both revenue income and being a competitive and consistent price for EV drivers) and an estimation of what the tariffs will need to be in order to strike an acceptable balance between those two factors
- The cost of EVCP unit replacement at the end of its lifetime (this is generally considered around 10 years, based on products on the current market)

It is recommended that in order to provide consistency and streamline the resource needed to develop installation projects and programmes, the council develops a 'template' business case which can then be adapted to either the location of desired installation, or for a specific funding opportunity.

An effective business case will also strengthen and supported by applications for external funding.

The majority of investment in infrastructure across the district will need to be funded, or match-funded, by external or government funding.

The councils will continue to pro-actively look for funding streams and opportunities that are open to applications or bids from district council authorities or could be approached with a partnership application (for example if the fund would welcome a bid from the Suffolk Climate Emergency Partnership). The councils will also continue to work with Suffolk County Council to support with bids for funding that only the transport authority can apply for, by inputting district relevant information and evidence and assisting with business cases.

Once funding is secured or allocated, it is recommended that the council seeks advice from the Department for Transport's local government support programme which offers to review council procurement documents before tendering for EV charge points.

7.2: Supporting communities and private sector in accessing funding

The councils will share information on funding opportunities, as well as any intelligence relating to a need or desire for EV infrastructure in particular locations, with relevant organisations and landowners.

8. EVCP Administration and Future Proofing

8.1 O&M Contracts

An O&M (Operations and Maintenance) contract refers to an agreement between a service provider and the owner or operator of an EV chargers. An O&M contract is, or will be, in place for all existing council owned EVCPs. This contract outlines the responsibilities and terms for maintaining and operating the charging infrastructure. It typically includes tasks such as regular maintenance, repairs, software updates, monitoring, and troubleshooting to ensure optimal performance and uptime of the EV chargers. The O&M contract ensures that the charging stations are efficiently managed, minimising downtime and maximising the availability of charging services for EV users.

At present, there are multiple differing O&M contracts with different service providers across BMSDC owned EVCPs.

In terms of efficient administration and future proofing, having all charge points on a single Operations and Maintenance (O&M) contract would offer a significant reduction in complexity in both the 'back office' management of charge points (including monitoring usage and setting tariffs), and to the end user in terms of more consistency with regards to charge point operation and payment system.

It would also bring uniformity and consistency in maintenance standards and service levels across all EVCPs - ensuring a more reliable and high-quality charging experience for EV users, and the potential to leverage economies of scale, enabling cost savings through bulk purchasing, standardised maintenance processes, and optimised resource allocation.

With this in mind, it is recommended that by the end of 2025 the council re-tenders for the O&M contracts on all of the council owned EVCP's.

8.2: Futureproofing and keeping the EVIIP Relevant

In order to future-proof any EVCP installations, there must be a process in place by which charge point units are replaced at the end of their life.

It must also be considered that we are likely to see changes and advances in EV and EVCP technology, capability and life expectancy in the coming years. What is considered to be the optimum type of charger or charging could change within the life of this implementation plan, and it is important for the council to react accordingly.

It is therefore recommended that the council monitors new types of charging technology available and makes decisions on the type of chargers used for new installations based upon a variety of factors including optimum charging efficiency, convenience and consistency for the user and longevity of the charger.

This implementation plan itself must be regularly reviewed and updated where necessary to reflect changes in the different types of EVCPs available on the market, and also to monitor and record the where and what type of implementation has taken place (and how this is being used by EV drivers) and adjust the suggested installation locations accordingly.

9. Milestones/Programme

The following table lays out the anticipated next steps with regards to EV Infrastructure Implementation within the next few years:

TIMELINE	ACTIVITY
By the end of October 2023	Publish this EVIIP and engage with stakeholders on delivery ambitions
November 2023-April 2024	Investigate feasibility of all sites indicated by EVIIP mapping as potential installation locations
Winter 2023	Support for EV charging funding from CIL to be reviewed through the CIL Expenditure Framework review.
By 31st March 2024	Completion of ORCS funded roll out in council owned car parks Outcome of the CIL Expenditure Framework review and any implications for funding for EV charge points to be reported to both Councils.
April 2024	Update EVIIP to reflect/include all ORCS installations Review location needs/suggested locations list based on ORCS installations and feasibility investigations on potential/recommended sites from EVIIP mapping
2023-2024	Make a plan for housing stock roll-out with costings and business case attached
2023-2024	Assist SCC in the delivery of the LEVI funding already secured
2023-2024	Determine how UKSPF funding for EVCPs (£105,000 per district) will be implemented. Initial idea is a grant scheme for visitor economy destinations.
2024-2025	Facilitate the roll out of EVCPs with the UKSPF funding allocation
By the end of 2025	Via a tender process, implement a new O&M contract that covers all district council EVCP installations
April 2025	Review EVIIP and republish a next version

Appendix 1: Installing Infrastructure

The following information is intended to advise on considerations that need to be made within any EV infrastructure funding bids and delivery projects, and offer guidance to council officers, businesses and community organisations who are looking to implement EVCPs.

Is planning permission needed?

Electric vehicle (EV) charging points can be installed on land lawfully used for off-street parking by the landowner. These are both wall-mounted and upstand EV charging points. This can be the owner of a house on their own driveway, or a business in the forecourt of an office for example. As long as the landowner has legal access to park vehicles on that land they can install EV charging points, although there are some further considerations set out below.

For wall-mounted EV charging points the outlet and its casing:

- Should not be larger than 0.2 cubic metres in size
- Should not face onto and be within 2 metres of a highway
- Should not be within a site designated as a scheduled monument or within the 'curtilage'* of a listed building.

For upstand EV charging points the upstand and outlet:

- Should not be taller than 1.6 metres in height from the level of the surface used for the parking of vehicles within the 'curtilage'* of a house or block of flats.
- Should not be taller than 2.3 metres in height from the level of the surface used for the parking of vehicles anywhere else (e.g. commercial buildings and their car parks)
- Should not be within 2 metres of a highway
- Should not be within a site designated as a scheduled monument or within the 'curtilage'* of a listed building
- Should not result in more than 1 upstand being provided for each parking space

*curtilage is defined as land immediately surrounding a building, but can vary depending on the precise building and its relationship with the land surrounding it.

The District Councils can install EV charging points in their own car parks, as can Town and Parish Councils. If a third-party company is installing and operating EV charging points on behalf of a public authority, then at present planning permission is required. The Government are currently consulting as to whether to give permitted development rights to companies who install and manage these charging points.

EV charging points cannot be installed within public highway without planning permission, further advice from Suffolk County Council on this is outlined below.
Some electric vehicle (EV) charging points need planning permission. In the case of any uncertainty, further advice can be sought by e-mailing: planning@baberghmidsuffolk.gov.uk.

Considerations to be made when locating EVCPs in public Car Parks

When installing charge points in public car parks, including those owned by BMSDC, several questions and considerations need to be taken into account. The below list offers a guide on what needs to be thought about:

- How many bays to allocate to electric vehicles (EVs)?
- How many standard bays will be lost to accommodate the EV bays? (the space required to accommodate EVCPs and the bays is more than the standard bays already in place)
- What capacity will the chargers be?
- Is the customer required to pay to park?
- Is the customer required to pay to charge?
- Should a specific Blue Badge holder/EV bay be installed?
- Do the car park 'maximum stay' restrictions enable the customer to park for long enough to charge their vehicle?
- The 'Off Street Parking Order' needs to be amended to include the EV charging bays to enable enforcement against non-EV vehicles occupying the bays (Contravention Code 71 'Parked in an electric vehicles' charging place during restricted hours without charging').
- Recognised signs and lines are required to identity the EV bays.
- Do the main car park tariff boards need updating?

Certain funding streams or allocations will also have their own requirements. For example, within the guidelines of the ORCS funding that BMSDC has secured (as noted in section 4.3), some additional considerations need to be made:

- The car park must be open 24/7 to allow access for residents at any time.
- Local residents must (at a minimum) be able to park for free between 18.00hrs and 08.00hrs.
- Each EV charge point must have a dedicated EV bay, enforced by a Traffic Regulation Order
- Where a 'maximum stay' time is set for EV bays during daytime hours in a car park, this must be at least four hours to ensure residents have access to a substantial charge
- The council must commit to keeping usage under review and consider restricting access to only local residents, if they are struggling to access the charge points (to be enforceable, this would require a form of permit scheme for local residents)
- Strategic communications to raise awareness of charge points among residents needs to be produced and implemented

Whilst the above considerations are applicable specifically to ORCS funding provided by OZEV, it would be good practice to take this into account in all off-road charging infrastructure delivery, and kept in mind when applying for future funding opportunities that may be allocated with similar access conditions.

As noted in section 5, the pace at which more charge points will need to be delivered will accelerate over time, and with regards to car parks it is important to consider that although a lower amount of 'standard' parking bays will need to be converted to EV charging parking bays in the short term compared to the longer term, over time an increasing amount of bays will need to be converted