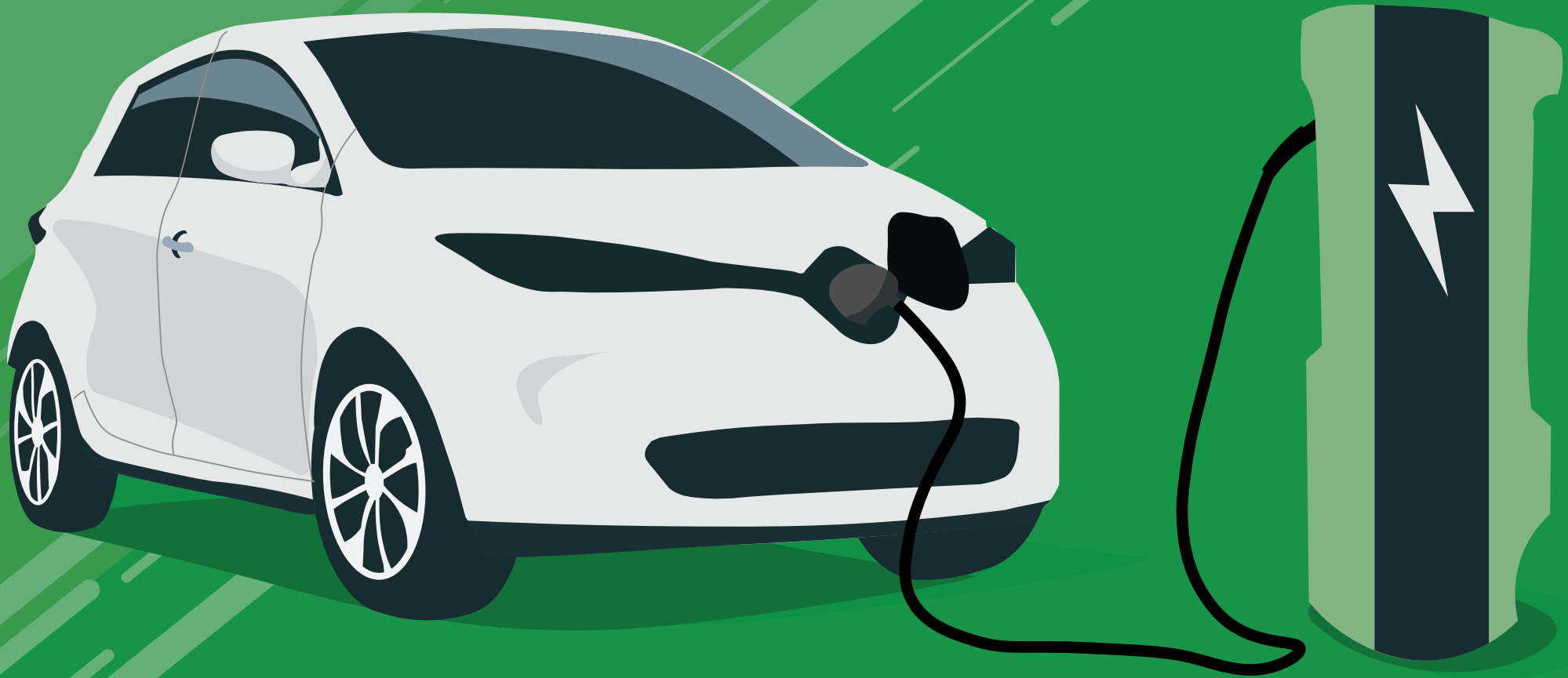
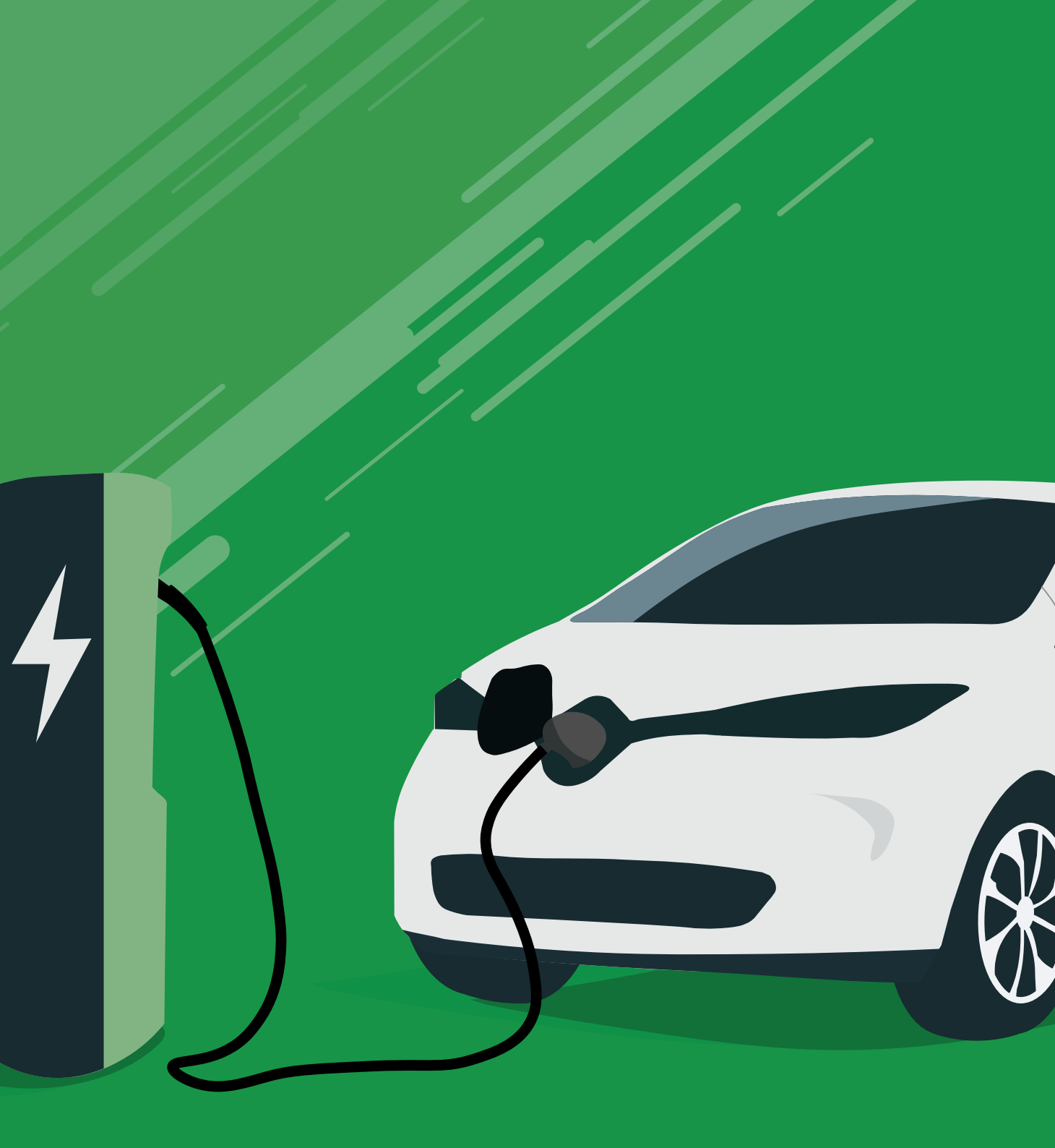


The Wiltshire Electric Vehicle Charging Point Infrastructure (EVCPI) Grant Scheme:

Criteria and guidance document



Wiltshire Council



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Introduction

The Electric Vehicle Charging Point (EVCPI) Scheme is funded by a discretionary Wiltshire Council Highway Operations budget for allocation to Town or Parish Councils (TPCs) to part-fund their delivery of EVCPI. This grant can be used in combination with funds from the Government's On Street Residential Charging Scheme (ORCS).

The purpose of the scheme is to enable more people to own EVs, tackling air pollution and climate change by increasing the availability of publicly accessible charge-points.

1. Who can apply?

- 1.1. The grants are for TPCs, and all TPCs are invited to submit applications.
- 1.2. TPCs can apply on behalf of community organisations including Village Halls.

2. What can be paid for with the grant?

- 2.1. The funding allocation is for capital funding and can only be used to provide new EVCPI.
- 2.2. A TPC could submit multiple applications if they have multiple sites that meet the criteria.

3. What types of sites are eligible and for what amount of grant?

- 3.1. There are four types of grants available, Type 1 and 2 on Wiltshire Council land, Type 2 and 3 on non-Wiltshire Council land.

Type 1: Car parks owned by Wiltshire Council: Grants are available for up to £2,500, capped at 50% of the cost of the EVCPI. The amount granted is subject to the demand for charging, as set out below.

EVCPI installed on Wiltshire Council-owned sites will use Wiltshire Council's contractors who will install and maintain the EVCPI. Charging revenues will be kept by Wiltshire Council to pay for maintenance. Any surplus will recoup the grant to Wiltshire Council.

Wiltshire Council has a contract with the chargepoint installer Joju until 2027. The ongoing management arrangement for chargers on Wiltshire Council land will be set out in the forthcoming Wiltshire Local Transport Plan 4, to be adopted in 2024.

Type 2: Highways in Wiltshire county: Arrangements are the same as for Type 1, with the following conditions.

The council has not installed any on-street charge points and is awaiting the outcome of national trial projects prior to further decisions. On street chargers need to balance the needs of all road users, especially those reliant on a safe and accessible network of footways.

Parking will only be allowed whilst charging as it is not appropriate for sections of the highway to be reserved for specific individuals. **All onstreet evcps must be accessible to all EVs all of the time.** Charging bays would be enforced and non-EVs would not be able to park there.

On street chargers may have a higher risk and delivery time due to the required assessments, statutory consultation processes and being new for Wiltshire Council. They may also cost considerably more than off street chargers.

However, Wiltshire Council is willing to explore a few small trials of 'on-street' chargers. To enquire about doing a trial, please email fleet.services@wiltshire.gov.uk.

If you would like to be considered for a pilot you will need to seek advice from:

- Energy Savings Trust – ORCS Funding
- Commercial EVCPI company providers
- Wiltshire Council EVCPI provider (Joju)
- Wiltshire Council Highway Operations for site approval. No site can progress without their approval.

Please email:

westernhighways@wiltshire.gov.uk

(Warminster, Westbury, Trowbridge, Bradford on Avon, Melksham, Chippenham and Corsham)

northernhighways@wiltshire.gov.uk

(Calne, Devizes, Malmesbury, Marlborough, Pewsey, Royal Wootton Bassett and Cricklade)

southernhighways@wiltshire.gov.uk

(Salisbury, Amesbury, Tidworth, Durrington, Wilton, Mere, Downton)

Type 3: Larger grant for sites not owned by Wiltshire Council

For sites on land owned by TPCs, other community organisations or private landowners, a grant of up to £2500 is available to install EVCPI through Wiltshire Council's framework providers using the model above whereby Wiltshire Council will own and operate the chargers through their contractor, Joju, during the duration of the contract.

After the Joju contract ends, the ownership and maintenance of the chargers and the charging revenues will pass to the TPC or landowner. TPCs may be able to contract independently with Joju for continued maintenance or replacement of chargers at this point or can choose another provider.

Currently the Joju contract ends in 2027 but there is scope for extension, to be confirmed during the contract term. Chargers may need replacing after five years.

Type 4: Small grant for sites not owned by Wiltshire Council

For land owned by TPCs, other community organisations or private landowners a limited number of small grants are available for 50% of the cost of the EVCPI, capped at £1,000.

TPCs can choose their installer, including Joju if they wish. The charging revenues (if gathered) will not pass to Wiltshire Council but will remain with the local organisation.

These grants are intended for chargers in small communities, for example, installing a small charger on the side of a Village Hall.

4. How does demand affect the amount of grant?

- 4.1. The table in point five below sets out the demand thresholds for the grants. Demand is usually evidenced by a survey of residents and amenity providers. The assumptions to be used for the application are set out below:

Resident use

- For example residents without driveways or garages for a private charger. For residential use, it would be best if charging could take place overnight.
- For the application, it can be assumed that there will be 2500kWh per year of demand for each resident within a five-minute walk (400m) of the charger who has or would like to get an EV and cannot charge at home.

Non-residential use

- Local amenities with frequent visitors such as village halls, sports facilities, bed and breakfasts or local shops and cafes without chargers and within 400m could also create demand for 'destination' charging, where people charge whilst they visit or shop. Evidence is to be provided on request to Wiltshire Council that the amenity providers support and will promote the chargers.

For the application, it can be assumed that:

- Each destination charge is not a complete charge, but a top up charge of 14kWh (two hours of charging on a 7kWh charger).
- For each amenity there will be a charging event 50% of the days, or 182 days per year
- This gives a total of 2548kWh per year.

Please set out a different calculation if the demand is likely to be markedly different.

Resident charging calculation example

Number of EVs owned by local residents who will regularly use the charger	Amount per year per EV kWh	kWh per year
3	2,500	7,500

Local amenity calculation example

Number of local amenities with frequent visitors and who support the chargers (B&B, village hall, sports ground, shop/s).	kWh per charging event	kWh per annum
2	2548	5096



5. Summary of grant types

Summary of grant types						
Type of grant	Ongoing Owner of EVCPI	Setting of fees, collection of charging revenue	Installer	On-going Maintenance	Maximum Grant Funding Available – With Trigger Points for Demand (kWh/yr)	Ownership, maintenance and charging revenues after the expiry of the five-year contract
Type 1: Wiltshire Council car parks and Type 2: public highway	Wiltshire Council	Wiltshire Council	Wiltshire Council Framework Provider/s	Wiltshire Council	Under 5,000 kWh: £1,000 5,000 to 9,999kwhs £2,000 Over 10,000 kwh £2,500 Capped at 50% of the cost of the charger	To be set out in the 2024 Wiltshire Council Local Transport Plan
Type 3: TPC, private landowner or community organisation (for example Village Hall)	Wiltshire Council (Joju contract Period Only)	Wiltshire Council	Wiltshire Council Framework Provider/s	Wiltshire Council	Under 5,000 kWh: £1,000 5,000 to 9,999kwhs £2,000 Over 10,000 kwh £2,500 Capped at 50% of the cost of the charger	TPC/ landowner
Type 4: TPC, private landowner or community organisation (for example Village Hall) Limited grants available	TPC	TPC	TPC's choice of provider (option for it to be Wiltshire Council Framework Provider/s)	TPC	Up to £1,000 – maximum allocation 50% of EVCPI cost of provision	N/A

6. How can community support be demonstrated?

- 6.1. It is expected that the surrounding neighbours will be informed and consulted on the proposal for EVCPI. The application form will require applicants to attest that they have support from the neighbours and that objections have been considered and where possible addressed. Evidence of this is to be made available upon request by Wiltshire Council.
- 6.2. If a survey is used to research demand, it can also be used to consult residents and provide evidence of community support.

7. How will the full cost of the chargers be met?

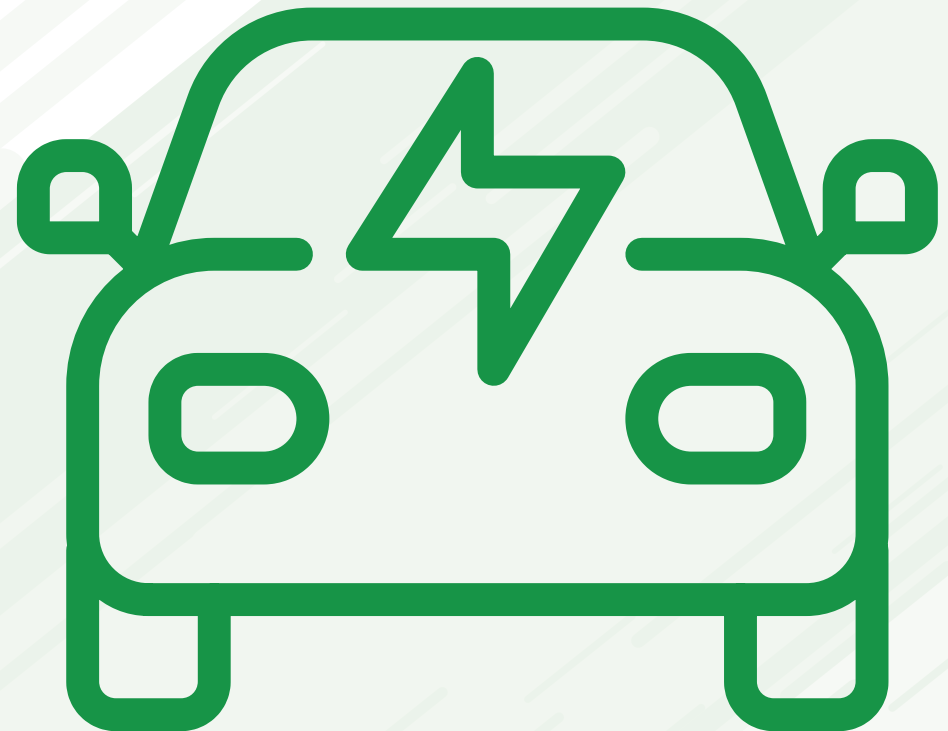
- 7.1. The TPC can also apply for the Government's On Street Residential Charging Scheme (ORCS) which can pay 60% of the cost of installation, if they meet the ORCS criteria.
- 7.2. Costs of installation will vary, depending for example on grid connection and civil engineering. A survey is required to estimate costs at any site.
- 7.3. The combination of the Wiltshire Council grant and the ORCS funding could cover most of the costs. Any shortfall in funding will need to be provided by the local organisation.
- 7.4. For example, if the EVCPI is £10,000, a funding mix could be:
 - Up to £6,000 from ORCS grant
 - Up to £2,500 from Wiltshire Council EVCPI
 - £1,500 from local funds e.g., from TPC

8. How do we check whether our site is suitable?

- 8.1. A limited number of free site assessments are available, please contact the Wiltshire Council contractor, Joju, to arrange.
- 8.2. Email info@joju.co.uk with 'Wiltshire Council EV Charging Project' in the subject line.

9. How will applications be processed?

- 9.1. Applications will be submitted online at **Wiltshire Electric Vehicle Charging Point (EVCPI) Grant Scheme application form**.
- 9.2. Applications will be considered on a case-by-case, first-come-first-served basis.



10. Application process

The application process is outlined below. Be aware that the time to complete an application is dependent on feedback and the number of revisions.

Which WC Grant?	TPC – Identifies which Wiltshire Council (WC) Grant Funding is required. Please see the table on 9 page for a description.	
Available advice	TPC can seek advice from: <ul style="list-style-type: none"> • Energy Savings Trust – ORCS Funding • The WC Guide on EVPI • Commercial EVCPI company providers • Wiltshire Council EVCPI provider (Joju) 	
Preparing the application to WC	TPC: <ul style="list-style-type: none"> • Identify the demand for charge points and community support through a survey of residents and amenities • Identify likely funding; ORCS, WC EVCPI, local gap funding • Undertake site assessment to identify suitable locations and technology required. Joju may be able to provide site assessment. 	
Application to WC	TPC: <ul style="list-style-type: none"> • Complete and submit WC Website Application form • Submit supporting evidence • Application will be assessed and approved in principle if it meets the criteria, subject to work being commissioned and invoiced. 	
ORCS submission	TPC: <ul style="list-style-type: none"> • Engage Energy Savings Trust and follow ORCs process 	
ORCS approval	Wiltshire Council: <ul style="list-style-type: none"> • Contractor will begin installation and complete within six months 	
WC payment	Wiltshire Council: <ul style="list-style-type: none"> • Payment will be made upon EVCPI invoice by supplier to local council 	
On completion	<ul style="list-style-type: none"> • Where applicable Wiltshire Council operates and maintains the chargers 	

11. EVCPI – application form questions

The application is to be submitted through the **online form**, with responses required to the following questions:

Question?	Criteria
Which grant type are you applying for?	Type 1: Car parks owned by Wiltshire Council Type 2: Highways in Wiltshire County Type 3: Larger grant for sites not owned by Wiltshire Council Type 4: Small grant for sites not owned by Wiltshire Council
Is the local community in support of the proposal?	Survey of local residents and stakeholders will be required to show proof of support and made available to the council on request. Please describe the method of demonstrating support and the results.
Is there proven demand for a charger?	Evidence of resident demand taken from the resident survey. How many local people without the ability to charge at their home have indicated they would use it, either who currently own or plan to own an EV? Which local amenities have said they will promote the charger to their visitors? Use the calculation method set out above to indicate the level of EVCPI grant funding sought. Please set out your calculations and provide a summary description of the potential users.
Are there properties without off street parking nearby?	Provide maps of nearby homes (<400m away) with no off- street parking indicating those properties in the vicinity of the proposed chargepoint. Google Maps Satellite View and Street View can be used.
Has a Site Assessment been done?	Please attach confirmation from an EVCPI supplier that a site assessment has been done with an estimate of installation costs.
How will it be funded?	Please describe how the scheme is being funded and if funds are secure. For example, ORCS grant or local funds.
Does it meet ORCS criteria if this is part of funding plan?	Please confirm that your grant application complies with the ORCS requirements if an ORCS bid is part of the funding plan.
Are you accepting that WC's provider will supply, collect payment and maintain the EVCPI until 2027?	Please confirm
Up to £1,000 grant for EVCPI for installation by any supplier	
Are you applying to place the EVCPI on private land and it be managed by the local council going forward	Please confirm

12. References:

EVCPI Plan 2022 – 24 - What Wiltshire Council is doing

Appendix 1 for Electric Vehicle Charging Strategy.pdf
(wiltshire.gov.uk)

On-street EVC – What residents without off street charging can do

Electric vehicles and charging points – Wiltshire Council

ORCS funding –

On-Street Residential Chargepoint Scheme guidance for local authorities – GOV.UK (www.gov.uk)

13. Appendices

Appendix 1: Sample Resident Survey

TPCs can design their own surveys, however, here are some suggestions for questions. The resident survey is for people living within 400m of the charge point.

- Contact details, including location, to check proximity to the site
- Do you currently own an electric vehicle (EV)? Y/N
- Are you planning to purchase an EV? Y/N
- Please indicate likely timescale for your EV purchase:
 - This year
 - Next year
 - 5-10 years from now
- Would you be able to charge your vehicle from your own home power supply when you get an EV? Y/N
- If there was a local pay-to-charge charging point at (proposed site) would you use it?

Appendix 2: Sample Amenity Survey

For services and businesses in the area: Local amenities with frequent visitors such as village halls, sports facilities, bed and breakfasts or local shops and cafes without chargers and within 400m of the site.

- Contact details, including their location to check proximity to the site
- Amenity name
- Approximate numbers of amenity users/ customers each year who park to visit
- How long do they usually park for?
 - Overnight/ all day
 - A few hours
 - An hour or less
- Would you welcome a pay-to-charge chargepoint at (proposed site) so your amenity users/ customers with EVs can use it to charge? Y/N
- Would you be prepared to notify your amenity users/ customers about the charge point?