

NOTICE
OF
MEETING



SUSTAINABILITY PANEL

will meet on

MONDAY, 18TH SEPTEMBER, 2017

At 7.00 pm

in the

COUNCIL CHAMBER - TOWN HALL, MAIDENHEAD,

TO: MEMBERS OF THE SUSTAINABILITY PANEL

COUNCILLORS MARION MILLS (CHAIRMAN), DAVID COPPINGER (VICE-CHAIRMAN),
NICOLA PRYER, DEREK SHARP, LYNDY YONG AND SIMON WERNER

SUBSTITUTE MEMBERS

COUNCILLORS MICHAEL AIREY, GERRY CLARK, PHILIP LOVE, JACK RANKIN,
EDWARD WILSON, MALCOLM BEER, WISDOM DA COSTA AND LYNNE JONES

Karen Shepherd - Democratic Services Manager - Issued: 8 September 2017

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **Tanya Leftwich** 01628 796345

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AGENDA

PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES FOR ABSENCE</u> To receive any apologies for absence.	
2.	<u>DECLARATIONS OF INTEREST</u> To receive declarations of interests from Members of the Panel in respect of any item to be considered at the meeting.	5 - 6
3.	<u>MINUTES</u> To note the Part I minutes of the previous meeting.	7 - 12
4.	<u>OPEN FORUM</u> Opening remarks by the Chairman on the Panel's role.	
5.	<u>TOWN HALL BUILDING MANAGEMENT SYSTEM (BMS) UPGRADE</u> To receive a presentation.	
6.	<u>UPDATE ON POOL CARS AND ELECTRIC VEHICLE CHARGING POINTS</u> To consider the above report.	13 - 34
7.	<u>ENERGY REDUCTION MANAGER UPDATE</u> To consider the above report.	35 - 68
8.	<u>DATE OF FUTURE MEETINGS</u> The dates of future meetings are as follows (7.30pm start): 21 November 2017 30 January 2018 8 March 2018 10 May 2018	

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MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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Agenda Item 3

SUSTAINABILITY PANEL

MONDAY, 3 JULY 2017

PRESENT: Councillors Marion Mills (Chairman), David Coppinger (Vice-Chairman), Nicola Pryer, Derek Sharp, Lynda Yong and Simon Werner.

Also in attendance: Martin Fry (MRF&A / City University) and Phil Ledson (Drenched).

Officers: Tanya Leftwich, Michael Potter and Naomi Markham.

APOLOGIES FOR ABSENCE

None received.

The Chairman welcomed everyone to the meeting, in particular the external speaker Phil Ledson from Drenched.

The Chairman informed everyone present that the meeting was being recorded and that the audio would be made available on the RBWM website.

The Chairman informed everyone present of the fire evacuation procedures and asked that all mobile phones were switched to silent during the meeting.

DECLARATIONS OF INTEREST

None received.

MINUTES

The Part I minutes of the meeting held on the 9 May 2017 were agreed as a correct record.

The Chairman had a couple of questions / points which she hoped would be answered as part of the update from the Waste Strategy Manager.

OPEN FORUM

The Chairman informed everyone present that the RBWM was committed to improving the sustainability of the Borough and that the Council needed to engage with staff, residents and local businesses to help improve their sustainability. It was noted that the RBWM needed to also concentrate on maintaining the savings achieved to date.

TAP WATER SAVING VOLUMISER

The Chairman welcomed Phil Ledson (Global Sales Manager – Drenched) to the meeting and invited him to address the Panel. Members were given a brief presentation on the Tap Water Saving Volumiser. The presentation covered the following:

- The concept of sustainability.
- So what does the Drenched product offer?
- Trial results from Unilever.

- Short video on the Drenched product.
- Product: Single volumiser.
- Product: Dual flo.
- Shower.
- What else we can bring...

In the ensuing discussion the following points were noted:

- That Drenched focused predominantly on water savings and energy efficiencies.
- Drenched distribution partners, one of which was Soaked, were used to sell the products.
- With regard to the water energy excess – have 7.2 billion people on the planet. As it stands at the moment we need 79 planets to sustain that amount of people for fresh water. It was noted that as the population increases so does the demand for agriculture, food and fresh water. Saline plants were used which required power and power stations operated on fresh water.
- That Drenched have developed over a very short period of time.
- Drenched applied last November to 'Pitch at the Palace' and won.
- Everyone was given an Drenched product and informed that it could save 90% in comparison to a standard 6 litre per month aerator.
- That the water saving payback is approximately 3 – 3.5 weeks.
- Due to the nature of the product it allowed the hot water ring main to be switched off as it operated on a cold water flow only.
- That water temperature would be between 15-20 degrees.
- The Drenched product removed the legionella risk.
- That the carbon footprint could be reduced by 38%.
- That landlords had made requests to fix the shower head flow at 3 litres per minute.
- That the Drenched green aerator cost £15 which was more than a standard aerator which cost between £4-5 but due to its payback it worked well.

The Panel were given a live example of the Drenched product in use in the disabled toilet sink.

The Chairman thanked Phil Ledson for attending the meeting.

UPDATE FROM THE WASTE TEAM

The Chairman welcomed the Waste Strategy Manager, Naomi Markham, to the meeting and invited her to update the Panel.

The Waste Strategy Manager informed Members that with regard to the textile collections the Council now had a cage on one of its collection vehicles which was being used as a trial. It was noted that the trial was working very well and the rest of the collection cages were in the process of being manufactured and should be on vehicles in the next six weeks. The Panel was informed that if a surge of textiles needed collecting then the bin deliverers could collect additional textiles. The Waste Strategy Manager explained that between 65 – 100 bags of textiles were being collected a day across the Royal Borough which was what officers had expected. With regard to the lilac collection bags the Panel was informed that they would be kept in the cages on the collection vehicles and would be replaced when a bag was collected. It was noted that the Panel would be informed when all nine collection vehicles had been fitted with the cages.

Councillor Werner stated that he would be interested to see in the future the cost savings of having the cages installed on the collection vehicles as opposed to having dedicated vehicles collection the textiles.

The Waste Strategy Manager went on to explain that the Royal Borough had been using a smoothie bike to help engage with residents, particularly children, when it came to recycling food waste. It was noted that the smoothie bike had been used at a number of local events, including the Datchet and Maidenhead Carnivals.

The Panel was informed that the marketing person was off work sick today but was planning a campaign regarding reducing recycling contamination levels via the use of stickers in the Autumn time. The Waste Strategy Manager informed the Panel that if anyone was interested a trip up to the waste centre could be arranged.

Councillor Werner questioned when the refusal of garden waste in standard bin collections had been introduced. The Waste Strategy Manager explained that it had come into force before she had started at the Royal Borough.

Councillor Sharp informed the Waste Strategy Manager that he had been to the recycling centre in the Borough a number of times over recent months and had not been asked to show identification to prove he was a RBWM resident. Councillor Werner stated this had also been the case for him. The Waste Strategy Manager agreed to look into why ID had not been requested on those occasions. Councillor Sharp suggested that a sign be put in place to explain to people visiting the recycling centre about the new policy and that ID would now be required to be shown. The Waste Strategy Manager informed Members that the Surrey data had revealed that flytipping had reduced as a result of the new policy and that she would be interested to see what the RBWM figures showed. It was noted that the Surrey consultation regarding whether any of their recycling centres would be closed had started on the 23 June and would close on the 7 August and that the RBWM would be submitting a response to the consultation. Councillor Yong stated that she believed Ascot residents would be very upset if the Bagshot recycling centre was to close as it was felt a long way to go to an alternative site. Councillor Coppinger stated that if the Bagshot recycling centre was closed the Royal Borough would be looking to replace it.

The Chairman thanked the Waste Strategy Manager for her update and stated that she and the Panel looked forward to receiving an update at the next meeting either in a written or verbal format.

ENERGY REDUCTION MANAGER UPDATE

The Energy Reduction Manager, Michael Potter, referred Members to pages 11-20 of the agenda and explained that the report provided an overview of the progress being made to deliver the Council's energy and water reduction strategy. It was noted that the update report recommended that Members noted progress and commented on the proposed work plan for the next period. The Energy Reduction Manager explained that the report provided an update on the Annual Energy Consumption Figures 2016/17, Town Hall Water Reduction Project, Schools RE:FIT programme and Building Management System & LED lighting phase 2 projects.

The key areas covered were noted as follows:

- Annual Energy Consumption figures 2016/17.
- Town Hall water reduction.
- Building Management System & LED lighting phase 2 projects.
- Schools RE:FIT programme.
- Work planned over the next period until the next Sustainability Panel

In the ensuing discussion, the following points were noted:

- That whilst the Energy Reduction Manager had recommended savings for the York House refurbishment the decision was ultimately down to the Property Service Lead, Rob Large, and the consultants who had designed the refurbishment. The Vice-Chair stated that he believed the long-term savings outweighed the short-term costs. The Chairman requested that the Energy Reduction Manager work out the savings figure for items such as solar panels, control systems, etc that could be installed at York House. Councillor Werner added that he felt it would be mad not to make the changes now whilst the refurbishment was taking place.

- Councillor Sharp commented that there was still no big screen up in the Reception area in the Town Hall. The Chairman explained that whilst there was a large screen in place in Reception it was not being used and that she would look into why it was not in use. Councillor Sharp requested that the person who was now looking after the Reception area in the Town Hall, and the big screen in particular, be invited to attend the next meeting and give a progress update.
- That the Panel agreed that they preferred the higher flow of water shown during the demonstration for washing their hands as they felt it would be more acceptable to all users. It was suggested that a sign be displayed to explain the water savings made as a result of using the new piece of kit and a clear explanation why hot water was no longer being used. Councillor Yong stated that she would be interested to hear any feedback received with regard to the trial. The Chairman asked the Energy Reduction Manager to look into the costs for proceeding with a trial of the Drenched product.
- Councillor Yong suggested that an article be written to explain to elderly residents in particular the huge benefits of some of the gadgets currently available.
- Regarding the Schools RE:FIT programme the Chairman asked the Energy Reduction Manager to make the procurement team aware that the Panel would like feedback from schools ASAP (before they broke up for the school holidays in July).
- It was noted that the LED lighting project in Hines Meadow had showed significant savings this year. Councillor Sharp requested that the new lights be cleaned more regularly as he felt they were starting to lose efficiency when dirty. Councillor Sharp requested further analysis on the savings figures so the good news stories could be highlighted. The Energy Reduction Manager agreed to produce a breakdown to the Panel.
- Councillor Sharp informed everyone present that he was impressed with the Energy Reduction Manager as he believed his predecessors had not been as enthusiastic about the role.

That work planned over the next period included:

- LED lighting upgrade programming / project planning / installations.
- Building Management System upgrade programming / project planning.
- Investigating the Schools RE:FIT programme.
- Staff awareness campaign planning.
- Energy Switch to Save planning.

RESOLVED Unanimously; That:

- **The Sustainability Panel notes the report, the progress made and comments on the proposed work plan over the next period as detailed in paragraph 11.18.**
- **The Sustainability Panel approves the installation of volumiser tap flow regulators at the Town Hall subject to a positive trial of the technology.**
- **That delegated authority be provided to the Lead member for Sustainability and the Head of Community Protection and Enforcement to decide whether the volumiser tap flow regulators are installed at the Town Hall if the trial is positive.**
- **That the Sustainability Panel approves a workshop being held with schools to raise awareness of the Schools RE:FIT project, consolidate initial interest and help to convince hesitant schools to sign up.**

DATE OF FUTURE MEETINGS

- Monday 18 September 2017.
- Monday 27 November 2017.
- Tuesday 30 January 2018.
- Thursday 8 March 2018.

- Thursday 10 May 2018.

A.O.B.

Martin Fry updated the Panel on the following subjects:

- ISO 50001
It was noted that Martin Fry had been involved in the update in Beijing which was out for consultation for twenty weeks. Martin Fry explained that this might be of interest to the Royal Borough and if it was he could add the Energy Reduction Manager to the link. The Energy Reduction Manager stated that it was of interest and requested that he be added to the link.
- 4 Marlow Road
It was noted that the CEO of CAB at 4 Marlow Road had been in communication with Martin Fry regarding problems they were experiencing. The Panel was informed that the building had experienced lots of problems with regard to heating and their ventilation controls. It was noted that the windows were unable to be opened in the hot weather as they had been painted shut and that during the winter they have had to close the office when the temperature had dropped to under 11 degrees. Martin Fry asked if the CEO could be provided with the contact details of someone at the Council who could help get the above issues resolved. The Panel informed Martin that both Councillor Derek Wilson and Philip Love could both be approached as the Councillor representatives for the CAB at 4 Marlow Road. The Chairman requested the contact email address for the CEO so she could follow this up.

The meeting, which began at 7.00 pm, finished at 8.35 pm

CHAIRMAN.....

DATE.....

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Agenda Item 6

Report Title:	Update on Pool Cars and Electric Vehicle Charging Points
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Cllr Coppinger, Lead Member for Adult Services, Health and Sustainability Cllr Bicknell, Deputy Leader of the Council and Lead Member for Highways and Transport
Meeting and Date:	Cabinet - 28 September 2017
Responsible Officer(s):	Andy Jeffs, Interim Executive Director
Wards affected:	All

www.rbwm.gov.uk



1. DETAILS OF RECOMMENDATION(S)

REPORT SUMMARY

1. This report provides an update and makes recommendations on the pool cars leased by the Royal Borough and Electric Vehicle Charging points.
2. The financial implications of delivering the recommendations are £7,000 revenue, and £10,000 capital budget.

RECOMMENDATION: That Cabinet notes the report and:

- i) Delegates authority to the Executive Director in conjunction with the Lead Member for Adult Services, Health and Sustainability, and the Deputy Leader of the Council and the Lead Member for Highways and Transport to:
 - a. procure a new 10 vehicle electric / hybrid pool car fleet
 - b. recommend to Employment Panel that new travel policies seeking to increase pool car use are adopted and embedded
 - c. identify a partner and develop a 'pilot' car club scheme
 - d. develop an on-street electric vehicle charging programme; consult with Ward Members; seek grant funding; procure a supplier and install

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 Cabinet considered a report on 27 April 2017 entitled '**Pool and Mayoral Cars and the introduction of Electric Vehicle Points**'. Cabinet resolved to:

- i) Delegate authority to the Interim Executive Director in conjunction with the Lead Member for Adult Services, Health and Sustainability, and the Deputy Leader of the Council and the Lead Member for Highways and Transport to:*
- a. Terminate the existing pool car fleet at the end of the second year of the three year lease.*
 - b. Carry out a review of the current mileage policy.*
 - c. Procure a new electric/hybrid Mayoral car during 2018/19.*
 - d. Assess the demand, identify suitable locations and install 10 on-street electric vehicle charging points.*
 - e. Report to Cabinet in six months on a progress of work and future electric/hybrid pool cars.*

- 2.2 This report offers an update and recommends a way forward for pool cars and electric vehicle charging points.

Pool Cars

- 2.3 The Royal Borough currently has a fleet of 13-petrol powered Mini pool cars.
- 2.4 The original business case was based on:
- Each vehicle undertaking 10,000 miles a year. This level of usage offered efficiencies over existing mileage costs incurred by the council through the travel policy in relation to the use of Officers own cars for business mileage.
 - The pool car scheme being developed into a 'Car Club' allowing registered members of the public use at weekends, subject to establishing a successful scheme internally.
- 2.5 Following Cabinet resolution, the operator has been advised that existing vehicle leases will be terminated on the lease anniversary in January 2018 while options are considered to convert to an electric / hybrid pool car fleet and review the position on the 'Car Club' aspiration.
- 2.6 In parallel, the Royal Borough's Senior Management Team recommended a series of measures seeking to maximise the use of pool cars, thereby maximising value. Due recognition was given to the new operating models across the authority and the reduction in directly employed staff.
- 2.7 A review of the pool car scheme has been undertaken and it is recommended that:
- A new pool car scheme utilising the existing management and booking system with a reduced fleet of 10 vehicles be introduced from January 2018
 - New electric / hybrid vehicles be leased with effect from January 2018 (the exact mix of these two options still to be finalised)
 - New staff travel policies and practices be adopted, to include:
 - Simplified registration process.
 - Relaunch the pool car scheme to existing mileage claimants
 - Require all existing mileage claimants to register as a pool car user
 - Send all new employees pool car information as part of their welcome pack
 - Require all mileage claimants to declare when they submit a mileage claim that a pool car was not available for all the journeys claimed
 - Every quarter require managers to review the mileage claimed by their team to confirm best use of pool cars.
 - For high mileage claimants (>1200 per month) set a 20% target to reduce their business mileage claims through the use of pool cars.

- A 'Car Club' partner be identified and a 'pilot' scheme be established

2.8 The benefits of the recommended approach are:

- The Authority will become an exemplar employer encouraging and promoting the use of electric and hybrid vehicles – leading by example
- Increased use of the pool car scheme will maximise financial and environmental benefits
- A reduced fleet reflects a smaller directly employed staff base whilst retaining the opportunity to introduce a 'car club' scheme.
- An innovative 'car club' approach would make the pool cars available to residents in the evenings and at weekends. Not only would this help to improve the utilisation of the vehicles, but it would also help to reduce the need for car ownership amongst residents living in the town centre where the cars are based. It is recommended that a development partner be identified to launch a 'pilot' scheme as part of new build residential development linked to the regenerations programme

Electric vehicle charging points

2.9 Electric vehicle charging points are currently available in Hines Meadow car park and a project is in progress to install new points in the car parks at Windsor Leisure Centre; Braywick and Stafferton Way. New developments, including the new leisure centre at Braywick Park will also include electric charging points and will be future-proofed for further future expansion.

2.10 Government grant funding is available for residents to install electric charging points at their home subject to having dedicated off-street parking or a garage.

2.11 In January 2017 the On-Street Residential Grant Scheme was launched, with £2.5 million of funding available to local authorities to enable them to provide charge points for residential properties that do not have access to off-street parking.

2.12 Requests to date have been received for on-street points in Frances Road, Elm Road, Wood Close, Clarence Crescent, Windsor; Tangier Lane, Eton and Lynton Green, Maidenhead.

2.13 It is recommended that:

- Consultation be undertaken with Ward Members on each on the requested locations to consider the principle and final details for installing charging point in these locations
- Launch a public consultation to understand what level of demand and where this demand is located
- Develop and submit a bid for grant funding
- Install on-street charging points

2.14 The benefits of the recommended approach are:

- Responding to resident requests
- Assisting and encouraging the use of electric vehicles
- Demonstrating a commitment to electric vehicles in the longer-term through an ongoing programme of new on-street locations following consultation in a

manner that will not create complaints about private car parking spaces in on street locations when the number of electric vehicles is still relatively low.

2.15 Section 10 of this report (Background Information) offers further detail on pool cars and electric vehicle charging points.

Table 1: Option summary

Option	Comments
Pool Cars	
1. Retain existing vehicle fleet and do not convert to electric vehicles. Not the recommended option	This option is not recommended as it delivers no sustainability benefits.
2. Terminate the pool car scheme and offer no replacement Not the recommended option	This option is not recommended as it delivers no sustainability benefits and removes the option to introduce a car club scheme
3. Reduce the pool car fleet; convert to electric / hybrid vehicles; introduce new staff travel policies and develop a 'car club' scheme The recommended option	This option is recommended as it delivers sustainability benefits; improves the business case for pool cars and enables the authority to lead by example
Electric Vehicle Charging Points	
4. Assess each requested location; consult with Ward Members; seek grant funding and install on-street charging points. Launch a public consultation to develop a longer-term programme The recommended option	This option is recommended as it promotes and supports the use of electric vehicles delivering sustainability benefits and is responsive to residents.
5. Install no electric vehicle charging points and allow the market to develop through domestic and commercial installations. Not the recommended option	This option is not recommended as the promotion and support for electric vehicles may be reduced.

3. KEY IMPLICATIONS

3.1 Key Implications of the recommendations are set out in Table 2.

Table 2: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Pool Cars					
Vehicle mileage increases.	Mileage decreases	0 – 30%	31 – 40%	➤ 40%	30/09/18
Electric Vehicle Charging Points					
Implement 10	No points	10	11 – 20	➤ 20	31/03/17

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
on-street charging points.	implemented				

4. FINANCIAL DETAILS / VALUE FOR MONEY

Pool cars

4.1 Financial implications are detailed in table 3 and summarised in table 4.

Table 3: Financial details

Description	Costs	Costs
REVENUE		
Early termination of existing leases		£4,000
Removal of current vehicle lease costs (£4k X 13)	£(52,000)	
New electric vehicle lease costs (£6k X 10)	£60,000	
Fuel cost reduction	£(5,000)	
Net increased cost for electric vehicles		£3,000
		£7,000
CAPITAL		
Installation of 6 fast-charge charging points		£10,000

Revenue cost in 2017/18 expected to be £5,000 (lease termination plus part year effect of change of vehicle fleet)

Table 4: Financial impact of report's recommendations

REVENUE	2017/18	2018/19	2019/20
Addition	£5,000	£2,000	£0
Reduction	£0	£0	£0
Net impact	£5,000	£2,000	£0
CAPITAL	2017/18	2018/19	2019/20
Addition	£10,000	£0	£0
Reduction	£0	£0	£0
Net impact	£10,000	£0	£0

On-street electric vehicle charging points

4.3 There is zero cost to the Royal Borough to install and operate the on-street electric vehicle charging point programme as grant funding of 75% may be

secured and suppliers have offered to fund the residual installation costs in return for the ongoing revenue stream.

- 4.4 If grant funding is unsuccessful, a bid for capital funding will be submitted to Members for consideration.

Indicative installation costs for each charging point are £5,000 for each location. The revenue income from the electricity used needs to be confirmed.

5. LEGAL IMPLICATIONS

- 5.1 Procurement of any new pool vehicles and electric charging points will be fully compliant and secured in accordance with legal requirements.
- 5.2 ‘Alphacity’ currently deliver the pool car scheme which includes vehicles and the booking system. An electric vehicle option is available which will be explored. In parallel market testing will be undertaken to ensure value for money and legal compliance.
- 5.3 To secure grant funding for Charge Points, the bid must demonstrate that value for money has been achieved. Therefore, quotations or an open tender will be secured to ensure that the most cost effective solution is procured.

6. RISK MANAGEMENT

Table 4: Key Risks associated with recommendations

Risks	Uncontrolled Risk	Controls	Controlled Risk
Increased use of pool cars not achieved	High	New policies and practices introduced and embedded	Medium
Car Club scheme is not deliverable	Medium	Business case; consultation and securing a development will be completed prior to introduction	Low
Usage of electric vehicle charging points is low impacting on financial viability	High	Business case and consultation to be developed prior to installation	Medium
Creating dedicated on-street bays which are under or unused will remove valuable on street parking provision.	High	Identify suitable locations and use policies to minimise non use	Medium

7. POTENTIAL IMPACTS

- 7.1 Installation of electric / hybrid pool cars and on-street electric vehicle charging points will promote use of electric vehicles delivering for sustainability benefits and improvements in choice for residents.

8. CONSULTATION

- 8.1 This report will be considered by:
- The Highways & Transport and Corporate Overview and Scrutiny Panels on 21 September with comments reported to Cabinet for consideration.
 - Members of the Sustainability Panel will be invited to comment on the report which will be reported to Cabinet for consideration.
- 8.2 Consultation will be undertaken with Ward Members with respect to the location and final details of on-street charging points.

9. TIMETABLE FOR IMPLEMENTATION

- 9.1 Table 5 shows the stages and deadlines for implementation.

Table 5: Timetable for implementation

Date	Details
27 April 2017	Cabinet report - complete
28 September 2017	Cabinet Report
31 January 2018	New electric / hybrid pool car fleet to replace existing pool car fleet
1 April 2018	On-Street charging points operational
1 July 2018	'Car Club' launched

- 9.2 Implementation date if not called in: Immediately

10. APPENDICES

- 10.1 Appendix A – Pool Cars (Technical Note) (**Note: an abridged version could be included if required**)
- 10.2 Appendix B – Electric Vehicles Charging Points (Technical Note) (**Note: an abridged version could be included if required**)

11. BACKGROUND DOCUMENTS: None

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
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Name of consultee	Post held	Date sent	Commented & returned
Cllr Coppinger	Lead Member for Adult Services, Health and Sustainability	25/08/17	29/08/17 – Report approved. Additional point regarding licensed taxis being explored
Cllr Bicknell	Deputy Leader of the Council and Lead Member for Highways and Transport	25/08/17	
Alison Alexander	Managing Director	25/08/17	
Russell O’Keefe	Executive Director	25/08/17	
Rob Stubbs	Deputy Director Finance	25/08/17	
Terry Baldwin	Head of HR	25/08/17	30/08/17
Andy Jeffs	Executive Director	25/08/17	
David Scott	Head of Highways & Communities	25/08/17	25/08/17

Decision type: Non-key decision	Urgency item? No
Report Author: Ben Smith, Highways, Parks & Countryside Manager	

Appendix A

Technical Note

AlphaCity Electric Car Options

The current pool car scheme is operated by AlphaCity. As a subsidiary of BMW Group, the only vehicles it offers are made by BMW and MINI. These have the proprietary software used by the AlphaCity scheme built into the vehicles.

The only electric car currently available through the AlphaCity scheme is the BMW i3. There are two options – one pure electric and a range extender version, which is fitted with a petrol powered generator that charges the battery. An electric version of the MINI is planned, but it is not yet available.

AlphaCity is looking to develop a new service where they can utilise other manufacturers' vehicles (including vans) as part of their pool car schemes. Vehicles would have to be retro-fitted with the necessary equipment to permit keyless access and vehicle tracking as well as allowing remote communication and control. This functionality should be available from mid-2018. They have indicated that RBWM could take part in trials of the new system if this would be of interest.

Electric Car Capabilities

Range anxiety is a significant factor for electric car drivers. Table 1 below provides an analysis of the claimed and real world ranges for some of the most popular electric cars on the market. This shows that most electric cars are capable of making a 100 mile trip on a full charge.

Table 1: Electric Car Range

Car	Claimed Range	Real World Range
BMW i3 (electric)	195 miles	124 miles
BMW i3 (hybrid)	288 miles	217 miles
Hyundai Ioniq	174 miles	124 miles

Nissan Leaf (24 kWh)	124 miles	80 miles
Nissan Leaf (30 kWh)	155 miles	120 miles
Renault Zoe (22 kWh)	149 miles	106 miles
Renault Zoe (40 kWh)	250 miles	186 miles

RBWM Pool Car Fleet Analysis

Table 2 provides an analysis of the monthly mileage statistics for the RBWM pool car fleet. This shows that the average trip length is around 32.5 miles. Even two or three trips of this length per day would be within the capabilities of most electric cars. Also, AlphaCity has indicated that short recharge times can be built into the pool car schedule by leaving up to 1 hour between bookings, which provides added range and peace of mind for users, although it will result in a small reduction in utilisation.

Table 2: Analysis of RBWM Pool Car Mileage

Month	Total Mileage	No of Trips	Core Hour Utilisation	Ave Trip Length	Max Trip Length	No of 100+ Mile Trips	% of 100+ Mile Trips
Apr	6,012	195	N//A	30.8	222	5	2.6%
May	6,295	176	N//A	35.8	358	8	4.5%
Jun	7,082	179	N//A	39.6	295	13	7.3%
Jul	6,567	206	N//A	31.8	195	5	2.4%
Aug	6,894	245	N//A	28.0	202	3	1.2%
Sep	7,761	287	N//A	27.0	420	6	2.1%
Oct	8,111	277	N//A	29.3	487	9	3.2%
Nov	7,593	244	N//A	31.1	701	8	3.3%
Dec	5,026	183	23%	27.5	191	3	1.6%
Jan	6,857	249	30%	27.5	262	5	2.0%
Feb	8,924	277	35%	32.2	581	10	3.6%
Mar	11,172	307	30%	36.4	1,122	18	5.9%
Apr	7,116	211	27%	33.7	457	11	5.2%
May	8,611	238	26%	36.2	576	18	7.6%

Jun	8,714	233	31%	37.4	565	17	7.3%
Jul	7,390	209	23%	35.4	532	13	6.2%
Average	7508	232	28%	32.5		10	4.1%
Target*	10,833		40%				

** Based on an annual mileage of 10,000 miles per year for 13 vehicles*

The current contract is based on an assumed mileage of 10,000 miles per annum per vehicle. Based on current trip lengths, a utilisation rate of around 40% is needed to reach the required annual mileage. However, the average utilisation rate is only 28%.

The analysis shows that typically, around 4% of trips are longer than 100 miles, and therefore may exceed the maximum range achievable on a single charge.

Refuelling is an option on longer trips. There is a growing network of publicly accessible charge points, with over 4,700 currently available across the UK. However, these are operated by over 20 different providers, each with their own access protocols, cost models and charge point types.

While some are free to use, others operate on a pay-as-you-charge basis or require a membership subscription. Physical access to the charge point is usually controlled via a smartphone app or RFID card.

The charge points themselves vary significantly in terms of their capabilities and connectivity. The most common types are:

- 3kW slow chargers that take around 8-12 hours for a full charge;
- 7kW fast chargers that take 3-5 hours to deliver a full charge; and
- 50kW rapid chargers that deliver an 80% charge in around 30 minutes.

The above factors coupled with uncertainties about individual charge point availability can make longer journeys more difficult and stressful, particularly for people who do not use electric cars on a regular basis.

Also, staff may occasionally take a pool car home overnight (e.g. after they have been to an evening meeting or if they are starting a journey from home the next day). They may not have the option to charge the vehicle from their property, particularly if they have no off-street parking.

For these reasons, it is recommended that RBWM does not go for a 100% EV pool car fleet and that some alternative provision be made by:

- retaining some petrol powered vehicles on the pool car fleet,
- providing dedicated vehicles for teams that regularly make long trips;
or
- utilising spot hire as and when required.

Car Club

The AlphaCity pool car scheme has the functionality to make the pool car vehicles available to residents in the evenings and at weekends, effectively acting as a car club. Not only would this help to improve the utilisation of the vehicles, but it would also help to reduce the need for car ownership amongst residents living in the town centre where the cars are based.

AlphaCity has indicated that credit card payment functionality can easily be added to the RBWM pool car scheme, which would allow third parties (including residents) to use the vehicles.

The council's insurance and risk manager has been consulted on the implications of insuring the pool cars for use in a car club. He has referred the matter to the council's insurers, who indicated that they would not be prepared to extend cover for usage of the vehicles in a car club under the existing policies, since this usage would not constitute council business.

The insurance companies raised a number of other points, which are summarised below:

- If the car club is used for income generation, then specialist “hire and reward” cover would be required.
- Insurers would want to see procedures in place for licence checks
- Some form of enhanced service/ maintenance regime may be required with more frequent checks and cleaning.

The insurance and risk manager will liaise with the council's insurance broker to see if there is any interest in insuring the car club separately to the existing fleet.

If the scheme were to be opened up for residents to use in the evenings and at weekends, and the vehicles were electric, then they would need to be parked in publicly accessible locations, such as public car parks. Locations such as North Yard behind the town hall would not be suitable.

Appendix B

Project:	RBWM Framework - Professional Services (Lot 3)	Job No:	1000003635
Subject:	Electric Vehicle Charge Points		
Prepared by:	Gordon Oliver	Date:	20 July 2017
Approved by:	Paul Chandler	Date:	25 July 2017

1.0 Introduction

At their meeting on 27 April 2017, the Royal Borough's Cabinet resolved to: *'assess the demand, identify suitable locations and install 10 on-street electric vehicle charging points'*.

This note provides advice on the policy, technical and financial aspects and makes a recommendation for how to deliver the resolution.

2.0 Government policy and funding

The UK is among 13 international members of the Zero Emissions Vehicle Alliance to sign a commitment to promote cleaner motoring and slash transport emissions. By signing the agreement, the Government will work to ensure all new passenger cars and vans sold in the UK are zero emission, achieving this as quickly as possible, but no later than 2050.

In order to achieve this ambition, they are committed to investing £600 million to support ultra-low emission vehicles in the period 2016/17 to 2020/21. In addition to offering grants that help reduce the purchase price of new plug-in vehicles, the Office for Low Emission Vehicles (OLEV) is offering grants for home, workplace and on-street charge points in residential areas.

3.0 Rationale for providing on-street charge points

Department for Transport (DfT) research shows that recharging is the most important factor in putting people off buying an electric vehicle¹. Concerns include:

- The availability of charge points
- The lack of charge points in their area
- A lack of knowledge about where charge points are located

¹ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551446/electric-vehicles-survey-2016.pdf

Evidence suggests that the majority of plug-in vehicle owners want to do most of their vehicle charging at home. The availability of affordable and accessible domestic charging options is therefore key to increasing the uptake of plug in vehicle in the UK.

The Electric Vehicle Homecharge scheme allows residents to receive a grant towards the cost of installing a domestic charge points at their homes. In order to be eligible for the grant, they must have dedicated off-street parking in the form of a garage or driveway.

However, many areas of the UK have residential streets where properties have no off-street parking and residents must park on-street. In such cases, charging from home is not an option, since even if residents were able to park outside their own property, they would have to trail cables across the footway.

Provision of on-street charge points will help to address this issue and allow residents without off-road parking to consider plug-in vehicles.

4.0 Funding

The On-Street Residential Grant Scheme was launched in January 2017, with £2.5 million of funding available to local authorities to enable them to provide charge points for residential properties that do not have access to off-street parking. The funding is available on a first-come-first-served basis.

The grant pays for up to 75% of the capital costs of procuring and installing each charge point (up to a maximum of £7,500).

Capital items that can be funded include:

- The purchase cost of the charging unit
- The purchase cost of electrical components
- The cost of civil engineering works related to the installation
- Labour costs of the installation
- Hardware costs of the installation
- Capital costs of a parking bay and traffic orders (where applicable)

Local authorities can apply for grants to cover the capital costs of multiple charge points up to a maximum value of £100k.

The remaining 25% of the capital cost must be funded through other sources. Initial discussions suggest that suppliers may be willing to cover this, resulting in no net cost to the council.

5.0 Charge point types

The following charge point types are eligible for funding through the scheme:

- Slow AC (less than 3.5 kW):
 - Currently, this is the most common way of charging an electric vehicle, with some on-street charge points being of this specification, as well as most domestic charge points.
 - A full charge of an electric vehicle typically takes 6 to 8 hours, so it is generally only suitable for overnight charging.
- Standard AC (up to 7 kW):
 - 7kW charge points cut charge times in half compared to a slow charger by doubling the available current to 32A.
 - A full charge of an electric vehicle typically takes 3 to 4 hours.
 - Most public and on-street charge points are this type.
- Fast AC (up to 23kW) / Fast DC (up to 22kW):
 - These are less common than the standard charge points.
 - They typically use a three phase power supply to deliver 22kW.
 - A full charge of an electric car typically takes 1 to 1.5 hours.
 - These are useful for charging electric vehicles with larger batteries.

Rapid chargers that are capable of charging vehicles in 30-60 minutes are ineligible for funding through this scheme. These are mostly used at motorway service stations or other locations where drivers would want to stop-off on a longer journey and recharge in the shortest possible time.

It should be noted that quoted charge times will increase as car batteries get more powerful in response to consumer demand for increased vehicle range. While batteries of 24 – 30 kWh were standard a few years ago, batteries of 60 kWh or more are starting to become more commonplace. This means that slow chargers will become less useful and relevant in the medium to long-term and so standard or fast chargers should be considered.

Charge points are usually of a free-standing bollard design (although wall-mounted units are also available). They can have a single outlet or twin outlets that allow two cars to be charged simultaneously. OLEV indicates that twin outlet charge points should be provided wherever possible in order to maximise value for money.

Some local authorities have converted street lights to charge points, which have a 3 – 3.5kW output. This has the advantage of minimising street clutter, but these require users to purchase a special cable that provides the metering and

communications functionality that are integrated into a standard charge point.

Also, this requires the street light to be located at the front of the footway. Within the Royal Borough, street lights tend to be installed at the rear of the footway, since this maximises the available footway width, so this option may not be viable.

6.0 Assessing demand

Grants are intended to support local authorities in meeting the current and anticipated charging needs of residents. Therefore local authorities should establish that needs already exist or are anticipated, and could be met through the proposed charging infrastructure.

This could be demonstrated by having received multiple requests for charging infrastructure from local residents wishing to purchase plug-in vehicles, or strategic plans to promote EV ownership in a particular area.

It is for applicant authorities to confirm to OLEV their rationale and that they are content they have sufficient rationale to warrant the proposed infrastructure.

Once an OLEV grant award has been accepted by the applicant authority, the sites of the proposed charge points must not change without permission from OLEV.

To date, the Royal Borough has only received a handful of requests, with most of these relating to central areas of Windsor and Eton. There may be other people who are considering buying / leasing a plug-in vehicle who have not yet contacted the council.

Some form of public consultation may therefore be appropriate to gauge the level of interest amongst residents and to identify where they live. In the event that the council receives more requests than can be satisfied with the funding available, some form of prioritisation/ ballot may be required.

7.0 Parking restrictions

The Traffic Signs Regulations and General Directions 2016 makes provision for local authorities to designate a parking place for the recharging of electric vehicles. This ensures that other vehicles cannot park there and block access to the charge point. The OLEV guidance indicates that it is not essential for local authorities to designate electric vehicle only bays, but they do recommend it.

However, demand for on-street charge points is likely to be from terraced residential streets where there is often little / no spare parking capacity. In such circumstances, effectively allocating dedicated parking bays to a

household with an electric vehicle could be seen as iniquitous, particularly if installed directly outside their property.

It should be noted that although a charge point may be requested by an individual, it is available for use by any vehicle that complies with the traffic regulation order that applies to the parking space.

The OLEV scheme is intended to provide reliable access to charging for local residents near their home. Whilst not required to secure funding, resident parking schemes or permits can help to prevent other people from using charge points when residents need access.

The various options and their implications are summarised below.

- Unallocated parking - Without designating a bay as an 'electric vehicle charging point only', other vehicles may legally park adjacent to the charge point and block access to it. However, some local authorities that have converted street lights to charge points have installed three units for each request received, giving residents a reasonable chance of accessing a charge point.
- EV charging only bay – This ensures that only electric vehicles may use the parking space when charging. This helps to avoid other vehicles blocking access to the charge point. However, it would be available to all EV owners, including non-residents.
- EV charging only bay for resident permit holders only – This limits charge point access to residents only. However, the charge points may be under-utilised during weekdays when residents are at work. Vehicles must be plugged in when using the bay and since most vehicles will not need to charge every day, this will add to the overall pressure on parking in the vicinity of the charge point.
- EV charging only bay for resident permit holders at night with access for all EV drivers in the day – This ensures that residents have access when they most want to charge their cars, but others can use the charge point when residents' demand is lower. This makes best use of the charge point.
- EV charging only bay plus limited max stay – Limited waiting (3 or 4 hours maximum) may help to reduce issues of EVs being parked longer than necessary in the bay, but it would potentially add to the overall parking pressure in the area. More powerful vehicles may not be able to fully charge in the time allowed. Also, residents may need to move their vehicles at inconvenient times in order to avoid a parking ticket. (Additional variants could include resident permit holder only restrictions at all / certain times.)

There is no 'correct' answer to the parking issue and the choice will need to be agreed with members and by taking account of responses received when the traffic orders are advertised.

It should be noted that the more complicated the restriction, the larger the sign and the more difficult it will be for members of the public to understand the restriction.

8.0 Operational issues

If charge points are to be made available to the wider public as well as residents, then the OLEV scheme guidance states that charge points must have 'Pay As You Go' functionality in addition to / instead of a subscription model.

It is important to minimise council input and ongoing involvement with the charge points, so it is recommended that any contracts be worded to ensure that the provider takes responsibility for all aspects of:

- Supply
- Installation
- Power
- Operation
- Customer communication
- Billing
- Maintenance and repair
- Decommissioning / replacement of the charge points at the end of their life

There should be clear instructions on the charge points for usage and fault reporting, and providers should have a 24 hour helpdesk, so the council does not receive unnecessary calls or emails from the public relating to the charge points.

9.0 Electrical supply issues

It is possible that clusters of charge points could cause problems for the power supply network if used simultaneously, particularly if they take a feed from the same sub-station. It is therefore recommended that SSE (as the local power distribution company) be consulted to understand what capacity issues currently exist.

9.1 Other issues

Prior to being approved, all sites where charge points have been requested will need to be inspected to ensure that:

- there is no off-road parking at the property

- there is sufficient clearance around the proposed charge point location to permit access along footway (street furniture should be installed 450mm back from the kerb edge)
- there is no conflict with existing utilities or highway drainage schemes
- installation will not cause damage to adjacent trees or property

The Town & Country Planning (General Permitted Development) (England) Order 2015, Schedule 2, Part 12 prescribes that Local authorities can install on-street electric vehicle charge points as permitted development.

However, the Planning Management Manager has indicated that the installation of vehicle charging points by a local authority would only be permitted if they are 'required in any public service administered by them' (i.e. only if the service is provided by the Council). As such, she has suggested that planning permission be secured prior to installation of the charge points. The Council may wish to take legal advice on this matter.

It is likely that at least some requests will come from residents living in Conservation Areas. The Conservation Officer should be consulted on any design to be used in these areas. Charge point designs should be chosen so as to complement existing street furniture designs and colour schemes.

10.0 Procurement

In procuring the Charge Points, the council must demonstrate to OLEV that value for money has been achieved. The Council's Procurement Team has advised that procurement rules still apply to grant funded schemes where there is zero net cost to the council. Given the likely value of the scheme, they have confirmed that procurement could be by means of obtaining three quotes or via open tender.

11.0 Recommendations

It is recommended that the Royal Borough:

1. Undertake a public consultation to understand what level of demand there is for EV charge points and where this demand is located (a draft questionnaire is included in Appendix A).
2. Assess all sites where a request has been submitted from someone who has either already bought an electric vehicle or who is definitely considering replacing their car with an electric vehicle in the next 12 months. This should consider:
 - Availability of off-road parking
 - Footway width
 - Implications for services / drainage / street trees
3. Draw up a shortlist of sites through prioritisation / ballot to form the basis of

an initial bid to secure OLEV grant funding.

4. Seek legal advice as to whether or not the installation of on-street charge points would be permitted development.
5. Agree the charge point specification in consultation with members and the Conservation Officer.

Consult with SSE to seek their views on any electricity supply issues associated with

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Title: Energy Reduction Manager Update
Contains Confidential or Exempt Information?: <i>NO - Part I</i>
Member reporting: Councillor Coppinger, Lead Member for Sustainability
Meeting and Date: Sustainability Panel - 18th September 2017
Responsible Officer(s): Andy Jeffs, Strategic Director Craig Miller, Head of Community Protection & Enforcement Services
Wards affected: All

REPORT SUMMARY

1. This report provides an overview of the progress being made to deliver the Council's energy and water reduction strategy.
2. This update report recommends that Members note progress and comment on the proposed work plan for the next period. It provides a breakdown of the Council's energy savings, information on a Southampton City Council white label scheme, an update on the Town Hall building management system & LED lighting phase 2 projects and an update on the Energy Switch to Save Scheme. A recommendation is made that the Council signs a letter of support for Southampton City Council's white label scheme.
3. Recommendations are being made because it is important that Members provide comment and direction on the work being carried out and that the sustainability strategy targets are met.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That the Sustainability Panel notes the report, the progress made and comments on the proposed work plan over the next period as detailed in paragraph 11.18.

RECOMMENDATION: That the Sustainability Panel approves signing a letter of support for Southampton City Council's energy white label scheme proposal based on the information received.

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

2.1 The Council is currently working towards a four year Sustainability Strategy running from April 2014 to March 2018. The strategy focuses on 6 workstreams including: Sustainability, Energy, Water, Waste, Transport and Renewable Generation. The strategy has three key targets over the four year period which are:

- 1.Reduce energy use in the Council building estate by 15% in 2017/18 compared to a 2013/2014 baseline.
- 2.Reduce water usage in the Council's corporate office buildings by 3% in 2017/18 compared to a 2013/2014 baseline.
- 3.Recycling rates increased to 55% in 2017/18.

2.2 Each year an action plan is drawn up to enable the Council to meet these targets as well as other goals presented in the strategy documents. This update provides a progress report for the energy workstream.

2.3 After the first three years of the strategy the 2013/2014 energy baseline has been reduced by 15%. This equates to the Council avoiding just over £300,000 of energy costs over these three years.

2.4 Table 1: Report options

Option	Comments
(a) The Council does not work towards the sustainability strategy. This is not recommended	(a) Failing to work towards the sustainability strategy would mean the Council would not be able to meet its legislative commitments, would not be able to continually drive down energy costs and therefore would not be offering value for money for its residents.
(b) The Council works according to the current and any future sustainability strategy. This is the recommended option	(b) The Council will be able to meet all its legal requirements whilst improving the local environment and providing value for money for its residents.
(c) The Council support Southampton City Council's proposal for a white label scheme. This is the recommended option	c) The scheme will help the Council to reduce fuel poverty, get non switchers switching, receive an income and help to support residents to reduce their energy consumption.

3. KEY IMPLICATIONS

3.1 Table 2: Target outcome following report

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Overall reduction of annual gas and electricity consumption in Council buildings in 2017/18 compared to the 2013/14 baseline.	<15%	15-16%	16.1-17%	>17%	31 st March 2018
Reduction of water consumption in Council office buildings in 2017/18 compared to the 2013/14 baseline.	<3%	3.0-3.5%	3.6-4.0%	>4%	31 st March 2018

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 No new funds are being sought through this paper.

5. LEGAL IMPLICATIONS

5.1 None.

6. RISK MANAGEMENT

6.1 Table 4: Risks for Sustainability Strategy actions.

Risks	Uncontrolled Risk	Controls	Controlled Risk
Targets for overall energy and water reduction are not met.	High	By providing updates at each panel meeting, Members are able to keep track of overall progress to ensure the Council meets its annual projected reductions and savings	Low

Risks	Uncontrolled Risk	Controls	Controlled Risk
		commitments.	
Increasing energy and water costs for the council puts additional pressures on budgets.	High	By providing updates at Panel meetings on progress to reduce energy and water usage and progress on securing the best available energy contracts, Members will be able to assess the work that is taking place to ensure that cost increases are minimised as far as possible.	Low

7. POTENTIAL IMPACTS

- 7.1 This update contains content relating to the sustainable improvement of the Council's buildings and the information collated about them.
- 7.2 No equality impact assessment has been carried out.

8. CONSULTATION

- 8.1 None

9. TIMETABLE FOR IMPLEMENTATION

9.1 Table 5: Timetable

Date	Details
31/03/2018	Completion of current annual plan.

10. APPENDICES

- 10.1 Appendix 1 - Electrical avoided cost saving in 2016/17 compared to 2013/14 baseline broken down by site and project.
- 10.2 Appendix 2 - Briefing Paper - Southampton Energy Supply Company Proposal.
- 10.3 Appendix 3 - Letter of interest in Southampton City Council white label.
- 10.4 Appendix 4 – Heat mapping of Energy Switch to Save auctions over two auction cycles.

- 10.5 Appendix 5 – Location of Energy Switch to Save registrations plotted against average income in middle layer SOAs.

11. BACKGROUND DOCUMENTS

Breakdown of energy savings

- 11.1. A breakdown of the avoided cost savings for 2016/17 is provided in appendix 1. The table shows avoided cost savings which are the savings achieved when the baseline consumption is compared to the 2016/17 consumption and multiplied by 2016/17 unit rates.
- 11.2. The table shows savings have been made at a wide range of buildings. Clearly the savings made at Hines Meadow Car Park eclipse the savings made at any other site but there are some great savings being made across the portfolio. Overall the energy savings and feed in tariff income for the Town Hall solar panels provide the second largest site saving followed by lighting works carried out at Stafferton Way Car Park under the RE:FIT contract.

Southampton White Label Scheme – municipal energy

- 11.3. There is a plan for a collaboration of local authorities in the south of England to form an energy company. The initial work on this project has been carried out by Southampton City Council (see appendix 2 – briefing paper) with support from APSE Energy. APSE (Association for Public Service Excellence) Energy are a not for profit local government body which works with over 300 Council's in the UK.
- 11.4. The principal aims of this municipal energy project are to help to alleviate fuel poverty and to help people who do not normally switch supplier to switch to a more favourable tariff. A fuel poor household is defined as one which needs to spend more than 10% of its income on all fuel use when the home is heated to an adequate standard of warmth. There are also further aims of providing an income stream, helping to improve energy efficiency in the local areas and also to create a platform for future energy generation projects. The energy efficiency and generation aims can both contribute to improving the environment. Since Southampton City Council will not be focusing on profits for themselves unlike most other energy companies this will give them an advantage in providing low tariffs as well as giving them scope to provide local change.
- 11.5. Initially the municipal energy project is not going for a full supplier licence due to the cost (£2-4m) and lack of experience in the field. It is perceived that this is a risky proposition at this stage. The project is therefore looking to agree a white label 'plus' arrangement with a supplier. A white label is a registered brand that has a contractual agreement with a fully licensed energy company to sell electric and gas to customers. As an example, this is similar to the arrangement Sainsburys Energy have with British Gas. The white label would be branded by Southampton City Council (yet to be decided) as well as the logo (yet to be decided), the company would have a website for the public to view and would appear on switching services. The energy supplier behind the

white label would organise all the administration and carry out all the energy supply in much the same way as a normal energy supplier would.

- 11.6. The 'plus' element to the white label has come about due to the intention to move to a full supplier licence in the future. Normally under a white label approach the partner to the energy supplier would not be involved with the running of a supply company. Since the intention is to move to a full supply licence in the future it makes sense to try and gain experience in the field before moving into it. It is hoped that under an improved partnership agreement with the supplier that experience in running a supply company could be gained. Further to this, under a normal white label agreement the customers at the end of white label would remain with the supply company. Clearly if you are becoming an energy supplier then this customer base would be very useful. It is hoped that an agreement can be made where this customer base could be passed to the newly set up supplier.
- 11.7. Fuel poverty is driven by three key factors: energy efficiency of the home; energy costs and household income. Two of these factors can be tackled through a municipal energy company – home energy efficiency and energy costs. It is proposed that the energy tariff structures would be set up differently to normal suppliers in the white label plus arrangement. It is hoped that there will be no short term low price contracts and no high variable rate at the end of a fixed period. This will mean that there is a standard low price tariff and continued low prices for the customer. The company would re-invest in the community to improve home energy efficiency with any profits initially.
- 11.8. Currently Southampton City Council are seeking a letter of support (appendix 3) from southern local authorities. Initially this support would be used as evidence in a tender they will be running in September/ October for their energy white label supplier. It is thought the more support is shown the more control they will have over the white label 'plus' contract. This letter of support does not legally bind the Council into anything, it is purely to show any potential tenderers the level of support in the region and hence the potential customer base.
- 11.9. In terms of what the Council will need to do and what it might get out of any future white label agreement. Southampton City Council has said initially that the Council would need to carry out marketing of the scheme in the borough and in return the Council would receive a rebate for each resident that switches. This arrangement is very similar to the current arrangements with Ichoosr for the RBWM Energy Switch to Save Scheme. The Council would not be responsible for any call handling though. It should be noted that this is the initial phase of the scheme and going forward if the scheme is successful there may be scope for energy efficiency works in the borough to help those in need.
- 11.10. It is recommended that the Council shows its initial support for the scheme. It doesn't tie the Council into anything and the scheme has potential for working well across the south. The Council does, however, need to remember that it is already part of an energy switching scheme. In the agreement for this scheme the Council is legally obliged to take part in one auction per year for three

years. The first year's requirement has now been satisfied and the second year's requirement will be satisfied through the upcoming October auction. This means that legally, should the Council want to, it could do one more auction in October next year and then stop the Energy Switch to Save Scheme. The Council could then move to the Southampton City Council's white label scheme.

11.11. Another option is for the Council to show its support as is recommended and then run both the Energy Switch to Save scheme and the Southampton scheme at the same time as soon as the white label is set up. This would mean that the Council is supporting the white label and running a collective switching scheme at the same time. This could cause confusion, however, Ichoosr believe that there is merit in running both schemes in unison. This is because the different schemes may appeal to different residents. The marketing of the schemes will need to be clear if the Council goes down this route. Another point to note is that since the white label company will be acting as a supplier they will be able to bid in the Energy Switch to Save scheme auction.

11.12. Alternatively the Council could not register its support for the Southampton white label and then just see how the scheme goes over the first couple of years. If the scheme is running well then the Council could look into joining the scheme after the end of the Ichoosr 3 year term in July 2019.

Building Management System & LED lighting phase 2 projects

11.13. The Town Hall Building Management System project is currently underway and is scheduled to be completed before the winter heating season. The key areas of work have been/ are – replacing the controls units in the main boiler room, the chiller room and the Desborough suite boiler room; laying new cables to form a localised BMS network; connecting the BMS system to the air conditioning system; connecting the BMS system to the downstairs fan coil units; installing system software and connecting to the intranet. Much of this work is complete and the final touches are currently being made.

11.14. As an addition to the main project an upgrade is being made to the boilers to allow them to fully modulate. Modulation of the boilers means that the boiler load can be increased/ decreased in a linear manner according to the required set point temperatures. The new controls software is able to fully control the boiler modulation as well as the sequencing of the boilers to ensure all boilers are used in the most efficient loading pattern for the required demand for heat. This will increase both the efficiency of the boilers and help to optimise temperature control in the building.

11.15. The LED project has unfortunately been slightly delayed. A trial of the new lights has been completed at the library but it was decided that the lamps installed needed to be a slightly brighter to meet the high lighting requirements in the library. This has meant that new lamps needed to be manufactured. Further to this, other electrical works were being carried out in the library which has caused some programming issues. The work is due to be carried out in the last week of September.

Energy Switch to Save Scheme

- 11.16. Following the first two Energy Switch to Save auctions a review has been carried out to try to understand where the scheme is being taken up and where it is not.
- 11.17. The registrants for both the October 2016 and the February 2017 auctions were plotted on a map of the borough. Appendix 4 shows a heat mapping view of the borough with higher densities of registrants showing up darker on the map. The October 2016 heat map shows that there were registrations in most of the population centres. The most registrations were in Maidenhead followed by Windsor and then Ascot. In certain areas of these towns the heat mapping is quite concentrated and within quite defined areas. When the February 2017 auction heat map is compared to the October 2016 heat map the picture is quite different. The registration heat signature is more spread out in more varied locations. Registrations in Ascot declined significantly too. Registrations in Old Windsor were good at both auctions and Hurley also had a number of registrations too. Cookham, White Waltham, Knowl Hill and Datchet didn't take up the offer as readily.
- 11.18. The registrants were also plotted against average income for the middle layer super output layer (SOA) in appendix 5. SOA is a geographic region used in area statistics with a mean population of 7200 residents. Appendix 5 shows that there were registrations in all the SOA regions. Each SOA region shows its own average income banding by colour coding. It is not clear overall that income affects the uptake of the scheme from the data provided in the map. Instead it appears that registrations are mostly made in the main population centres and does not follow any of the SOA boundaries. The exception to this rule is that in the October 2016 auction there was a much higher registration rate in the lower income areas of Windsor compared to their surrounding areas. This may be due to the way residents found out about the scheme. It is possible that the lower income areas have younger residents that are more internet savvy. Unfortunately there is not a way to overlay the SOA regions with age data at the current time.
- 11.19. The approach to disseminate the message about the auction was slightly different for each auction. The first auction used online media such as the staff bulletin, facebook, twitter, resident email bulletin as well as printed media such as Around the Royal Borough. The second action used these methods but also included fliers in libraries, Town Hall and York House. Additionally the Town Hall, Maidenhead Library, Windsor Library and York House also had pop up banners about the scheme. It is thought the wider reach of the second auction is down to the fliers being available in the libraries. Unfortunately it doesn't appear that the message is getting out in certain areas of the borough.
- 11.20. For the next auction in October the Council has ensured that fliers are once again distributed to all the libraries in the borough. A pop up banner will also be put up in Maidenhead, Windsor and Ascot libraries. This should help to keep the spread of registrations seen in February. Information will also be sent out through all the usual online routes and in the Around the Royal Borough to try and entice internet users.

11.21. As an addition to the campaign this October the Council will also distribute fliers to elderly day centres and various other community centres in the borough. It is hoped that this move will further widen the message as well as get lower income or less able residents involved. The call to register service will remain in place for those that need it this auction as will the online registration process.

Proposed work plan over the next period

11.22. The work being carried out between now and the next Sustainability Panel will be:

- LED lighting upgrade project installations
- Building Management System upgrade completion
- Investigating the Schools RE:FIT programme
- Staff awareness campaign planning
- Energy Switch to Save scheme
- Initial work on the new Sustainability/ Energy Strategy 2018-2022

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Coppinger	Lead Member for Sustainability		
Cllr Mills	Chairman of the Sustainability Panel		
Lisa Pigeon	Environmental Health Lead	14/08/17	24/08/17

REPORT HISTORY

Decision type: Non-key decision	Urgency item? No
Report Author: Michael Potter, Energy Reduction Manager, 01628 682949	

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**Appendix 1 - Electrical avoided cost saving in 2016/17 compared to
2013/14 baseline broken down by site and project**

Name	Reason for saving	2016/17 Saving
ALMA ROAD CAR PARK	LED project	-£645
COOKHAM LIBRARY	LED project	-£804
ETON LIBRARY	LED project	-£666
ETON WICK YOUTH CLUB	LED project	-£122
GEORGE V MEMORIAL	LED project	-£58
HINES MEADOW CAR PARK	LED project	-£123,619
HOME PARK	LED project	£86
Larchfield Community Centre	LED project	-£1,192
MAIDENHEAD PROJECT CENTRE	LED project	£303
MANOR YOUTH CENTRE	LED project	-£500
OAKBRIDGE DAY CENTRE	LED project	-£298
OAKEN GROVE SPORTS PAVILLION	LED project	-£607
OAKLEY GREEN CEMETERY	LED project	-£1,012
OLD WINDSOR LIBRARY	LED project	-£63
PINKNEYS GREEN Y. & C. CENTRE	LED project	-£429
PUBLIC CONVENIENCE-ASCOT	LED project	-£264
Public convenience - Batchelors	LED project	-£54
Public Conveniences - Baths	LED project	-£2,721
PUBLIC CONVENIENCE-ETON COURT	LED project	-£228
PUBLIC CONVENIENCE, HOME PARK	LED project	-£618
PUBLIC CONVENIENCE - IMPERIAL PARK	LED project	-£61
PUBLIC CONVENIENCE - Sunninghill	LED project	£143
PUBLIC CONVENIENCE - SUTTON ROAD	LED project	-£206
RAWCLIFFE HOUSE	LED project	-£601
SUNNINGHILL LIBRARY	LED project	£430
TINKERS LANE DEPOT	LED project	£177
TOWN HALL	LED project	-£2,663
WINDSOR COACH PARK	LED project	-£2,858
WINDSOR GUILDHALL	LED project	-£3,235
WINDSOR LIBRARY	LED project	-£754
Town Hall	Solar PV Savings and Income	-£12,937
MAIDENHEAD LIBRARY	RE:FIT	-£3,972
STAFFERTON WAY CAR PARK	RE:FIT	-£11,201
TINKERS LANE DEPOT	RE:FIT	-£2,385
VICTORIA STREET CAR PARK	RE:FIT	-£4,835
WINDSOR LIBRARY	RE:FIT	-£189

Total Saving -£178,657

c	kWh 2016	kWh 2013	Change
4 MARLOW ROAD - LEGACY LEISURE AUG 1	171,519	158,827	12,692
MAIDENHEAD LIBRARY	285,815	323,212	-37,397
STAFFERTON WAY CAR PARK	290,275	403,995	-113,720
TINKERS LANE DEPOT	382,198	425,954	-43,756
VICTORIA STREET CAR PARK	123,587	172,275	-48,688
WINDSOR LIBRARY	58,390	67,493	-9,103
	1,311,784	1,551,755	-239,971

12.30	1561.165
10.62	-3971.55
9.85	-11201.4
9.44	-4130.56
9.93	-4834.68
10.36	-943.097

5747
5771
21564

c	
ALMA ROAD CAR PARK	-£645.11
COOKHAM LIBRARY	-£804.42
ETON LIBRARY	-£666.06
ETON WICK YOUTH CLUB(Village Hall)	-£122.08
GEORGE V MEMORIAL	-£57.96
HINES MEADOW CAR PARK	-£123,618.54
HOME PARK, Mess Room, park and Stephen Field.	£85.96
Larchfield Community Centre	-£1,191.76
MAIDENHEAD PROJECT CENTRE - YOT	£303.42
MANOR YOUTH CENTRE	-£500.40
OAKBRIDGE DAY CENTRE	-£298.17
OAKEN GROVE SPORTS PAVILLION	-£606.89
OAKLEY GREEN CEMETERY	-£1,012.21
OLD WINDSOR LIBRARY	-£62.93
PINKNEYS GREEN Y. & C. CENTRE	-£428.85
PUBLIC CONVENIENCE - IMPERIAL PARK	-£60.88
PUBLIC CONV. SUTTON ROAD	-£205.63
Public convenience - Batchelors	-£54.30
PUBLIC CONVENIENCE - Sunninghill	£143.33
PUBLIC CONVENIENCE, HOME PARK	-£618.39
PUBLIC CONVENIENCE-ASCOT	-£264.34
PUBLIC CONVENIENCE-ETON COURT	-£227.62
RAWCLIFFE HOUSE (Industrial Unit)	-£601.42
SUNNINGHILL LIBRARY	£429.94
TINKERS LANE DEPOT	-£4,957.19
TOWN HALL	-£36,979.92
WINDSOR COACH PARK	-£2,857.90
WINDSOR GUILDHALL& Corn Exchange F/lighting	-£3,234.50
WINDSOR LIBRARY	-£1,131.79
Public Conveniences - Baths	-£2,721.07

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Appendix 2 - Briefing Paper - Southampton Energy Supply Company Proposal

SUBJECT: ESTABLISHMENT OF A SOUTHAMPTON CITY COUNCIL ENERGY WHITE LABEL FOR THE SOUTHERN REGION

AUTHOR: JASON TAYLOR – ENERGY MANAGER - SOUTHAMPTON CITY COUNCIL

DATE: 28 JULY 2017

RECIPIENT: ENDORSEE SOUTHERN REGION LOCAL AUTHORITY

SUMMARY:

Domestic consumers within Hampshire, Oxfordshire and Berkshire spend in excess of £1.3 billion on their electricity and gas per annum, based on aggregating the average energy price per household. Very little of the profit made on energy purchased within our region goes back into our local economy or benefits our communities.

In addition, the energy regulator, OFGEM, and the Competition and Markets Authority states that energy supply companies have consistently overcharged domestic and business energy consumers.

Southampton City Council (SCC) is developing a proposal to provide local control of energy markets which will bring financial, social and potentially environmental benefits to the local authority and the energy consumers in their area.

The proposal includes an opportunity for other local authorities such as the Royal Borough of Windsor and Maidenhead to collaborate and partner to secure these financial, social and potentially environmental benefits for the Royal Borough.

A phased approach is envisaged.

The first phase involves setting up a white label (see [below](#) for explanation) energy supply for the southern region, which is being led by SCC and envisages a partnership with other LAs to endorse and benefit from participation in the initiative.

A potential further phase is to form a regional ESCO which takes an OFGEM licence for operating in the wholesale energy market.

This report outlines the benefits to all stakeholders and how the proposed SCC phased approach could help achieve the phase 4 longer term goal of setting up a licenced energy supply company, supplying locally generated power to residents and delivering a better deal to energy consumers within the southern region.

Appendix 2 - Briefing Paper - Southampton Energy Supply Company Proposal

THE PHASED APPROACH

SCC's phased approach consists of:

- Phase 1 objectives – to provide a branded energy supply product with a licenced energy supplier (White Label Product – see [below](#)) to provide a low risk income; tackle fuel poverty; supply cost effective energy to all; develop a customer base and provide certainty to invest capital in the future phases. Timeframe - estimated go live date April 2018.
- Phase 2 objectives – Develop further opportunities to reduce fuel poverty, such as energy efficiency projects; supply and sell energy generated locally by the council and our partners; develop further added value business opportunities to benefit our communities, businesses and local area; for example, solar PV and battery storage projects in domestic properties. Timeframe - from start of year 2.
- Phase 3 – and Phase 4 objectives – if Phase 1 provides sufficient customer numbers, to develop a business case to become a licensed energy supplier and secure an energy supply license. This could be via a partnership or regional group of authorities. Timeframe - 3-5 years

Phase 1 is available for all local authorities within the southern region to endorse and benefit from. It's proposed all other phases would be developed in partnership with other local authorities once the white label is set up and running successfully.

SCC need to work with other southern region local authorities to market the white label to increase the uptake and benefits for all regional stakeholders. Increased customer volume will increase the likelihood of development of the future business cases to set up a local fully licensed energy company and develop local sources of power.

A southern region LA stakeholder group will share best practice and develop priorities and opportunities whilst ensuring LAs and consumers benefit from the programme.

The key benefit of working with a group of southern region endorsee authorities will be:

- An existing licenced supplier will look more favourably when bidding on a white label that encompasses a wider customer base. This makes it more likely we will be able to secure greater influence on the tariff structure and ongoing benefits to the consumer.
- It's likely we will be able to secure a greater benefit for all authorities that deliver and endorse the white label brand.
- We can expect favourable terms to enable switching of the customers to another energy licence should we wish to set up a local fully licenced energy supply company in the future.
- By pooling the excellent energy related expertise across the region we will be able to deliver a wider range of community and investment works in a more lean and effective manner. This will inevitably lead to greater financial and social benefits to the LAs and customer base.

Appendix 2 - Briefing Paper - Southampton Energy Supply Company Proposal

- The long term viability and further investment opportunities become greater with a larger customer base.

WHAT IS AN ENERGY WHITE LABEL?

An energy white label is a registered brand that has a contractual agreement with a fully procured licensed energy supplier to sell gas and/or electricity to consumers under the white label's brand name.

The energy white label brand name has yet to be decided upon by SCC but its planned the final name will be a generic southern region name that can be used across the region by endorsee LAs.

The proposed organisational structure can be seen in figure 1 below. The following points refer to the numbers within the figure 1 structure:

- Point 1 – is the registered energy white label brand that is responsible for marketing and acquisition of customers.
- Point 2 – The brand is registered by SCC and the contract with the licenced energy supplier is managed by SCC. A financial rebate will be recovered from the end customer's bill via the licensed energy supplier to cover the set up and ongoing costs. Endorsee local authorities will share in that rebate. Any financial surplus could be reinvested in community or business case led energy projects.
- Point 3 – SCC will partner with an existing licenced energy supply company. All back office, licence requirements, billing and customer service is the responsibility of the licensed energy supply company.
- Point 4 – All marketing to acquire customers will be delivered by SCC and any endorsee local authorities; whereas all customer contact, once signed up, will be undertaken by the energy supply company.

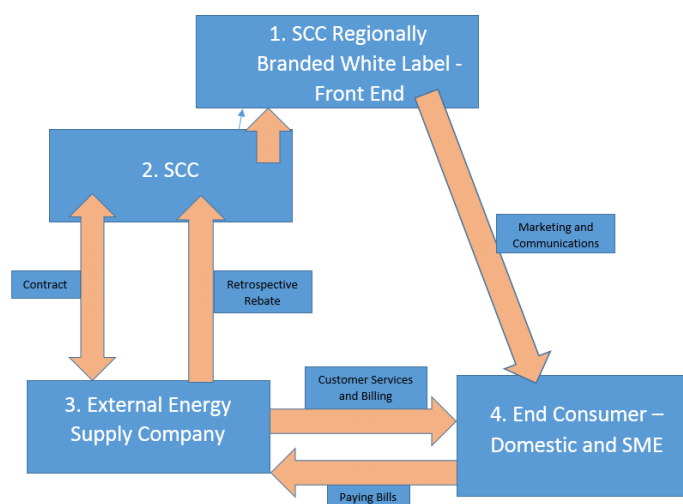


Figure 1 – Proposed White Label Structure

Appendix 2 - Briefing Paper - Southampton Energy Supply Company Proposal

BENEFITS OF STARTING WITH A SCC ENERGY WHITE LABEL

The white label option has the advantage of achieving a low-risk stepping stone to securing a long term aspiration to develop a locally owned fully licensed energy company and supply locally generated energy to customers in the southern region.

The benefits are as follows;

- Low cost – setting up an energy white label will cost SCC £160k in year one. Whereas Bristol and Nottingham councils have individually spent in excess of £2.4 million to set up a fully licence energy supply company. In addition, the ongoing revenue costs are substantially lower at circa £70k per annum for SCC.
 - There will be no procurement / set up costs for each endorsee local authority and any ongoing officer costs will be kept to a minimum and could easily be covered by the income generated.
 - SCC will provide a suite of marketing materials (in digital format) for use across traditional and digital marketing channels. Additional bespoke marketing materials can be produced by SCC but there may be a cost for these, which would be agreed on a case by case basis.
- Low risk approach to customer acquisition. The plan to secure a customer base and then develop business cases around that customer base for phases 2-4 will reduce the risk profile of investing in future projects. For example, we will gain an understanding of whether setting up a fully licenced energy supply company is viable based on the number of customers we acquire over a given period.
- Providing a low risk income to the councils involved in proportion to the number of households in their area.
- Developing a customer base.
- Providing a platform to invest capital in further energy efficiency and generation opportunities in future phases. Further business cases will also be developed based on accurate data, which could include renewable power generation or energy storage.
- Importantly a white label can provide benefits and added value opportunities to the end consumer, whilst meeting LAs aspirations to reduce fuel poverty and energy cost for the consumer.

OUTCOMES FOR CONSUMERS

Appendix 2 - Briefing Paper - Southampton Energy Supply Company Proposal

- Lower cost energy - the average resident to save between £100 and £200 on their annual energy bill.
- Reliable energy supplier, reassurance that cheap tariffs will not be withdrawn after an initial period and then replaced with substantially higher tariffs.
- Peace of mind from a trustworthy, local body
- Opportunity for local support, added value services & advice
- Knowledge they are supporting their local community / local business.

OUTCOMES FOR THE LOCAL AUTHORITY

- Positive outcomes for local consumers
- Customer base
- A sustainable income – for resources or energy work
- Opportunity to develop business cases for investment
- Opportunity to be involved in future partnership to develop and deliver additional energy services and a fully licenced energy supply company.

NEXT STEPS – SCC TIMELINES – WHITE LABEL KEY DATES

SCC to deliver the following:

- Outline Marketing & Customer Acquisition Plan – August / September 2017
- Commence Procurement – September / October 2017
- Name and final branding selection - October 2017
- Current Planned Contract Award – 16 weeks prior to Go Live
- Go Live (Entry on market) - Spring 2018

WHAT IS REQUESTED FROM ENDORSEE LAS

1. Prior to publishing tender / procurement documentation - LAs are requested to state their interest in endorsing the product. A template letter will be circulated by SCC for signature by the LA. Endorsee LAs are requested to return the letter to SCC pre-publication of tender documents. SCC will then include letters in tender.
2. Post contract award with a licenced energy supplier - There will be a further more formal contract document that will cover use and marketing of the brand, financials and governance within the Southern Energy LA group.
3. Endorsee LAs will be invited to take an active part in the proposed governance arrangements – including stakeholders groups, dealing with quality of service and price, development of further phases – energy generation, fuel poverty work, and commercialisation of additional energy services.
4. LAs brief their respective decision makers and feed back to SCC & APSE.

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5. Lead officers within each LA to facilitate southern wide Councillor briefing session. Cllr Shields from SCC Portfolio Lead will chair the meeting.
6. SCC can attend LA briefing sessions to provide additional background to the proposals.

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BACKGROUND and BRIEFING DETAILS:

7. Please see SCC Cabinet decision paper attached for further detail.
8. Contract between SCC and licence holder will include access to customer information to enable us to:
 - I. Develop further added value services
 - II. Change licence holder that supplies the brand.
9. It is Southampton City Councils intention to share the income with other local authorities which endorse and proactively market the regional energy white label. This will be agreed and confirmed at the point of securing a contract with an energy licence holder.
10. This income will cover the costs of the endorsee LA marketing the white label and potentially enable re-investment in energy services within the LAs area, and the wider region, in the future to benefit the community.
11. Greatest savings will be achieved by those customers that infrequently switch energy supplier or are on prepayment meters. These customers are likely to be on the highest tariffs. The aim is to target this customer group whilst being a trusted and respected energy supplier for all sections of the community.
12. A licensed energy supplier will be procured to deliver a SCC branded ESCo with a contract term of at least 5 years, plus optional extension periods up to another 5 years.

Appendices/Supporting Information:

SCC Cabinet Paper - ESTABLISHMENT OF A SOUTHAMPTON ENERGY SERVICES COMPANY (ESCo)

Further Information Available From:

Name: Jason Taylor, Energy Manager
Tel: 023 8083 2641
E-mail: jason.taylor@southampton.gov.uk

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Appendix 3 - Letter of interest in Southampton City Council white label

To whom it may concern

This letter confirms Royal Borough of Windsor and Maidenhead support for the Southampton Energy White Label Scheme, which will offer a set of local tariffs to the residents and businesses across the southern region, and our interest in promoting and marketing the scheme, making use of our resident, staff and business communication channels following its commencement.

We are aware that Southampton City Council is leading on the procurement process to find a suitable energy supply partner to deliver the Scheme across the southern region at no cost to our authority.

We recognise the Scheme will support a range of local authority targets and aims to deliver the following outcomes:

- Reducing the numbers of households in or at risk of fuel poverty;
- Supporting the local economy;
- Increasing investment in local generation;
- Offering the latest SMART meters to customers in advance of the national rollout in 2020;
- Establishing a fund and stakeholder network to support local and regional energy and fuel poverty projects;
- Obtaining access to customer and energy consumption data to enable targeted help and development of further energy projects to alleviate fuel poverty and reduce energy cost to the end consumer;
- Generating a sustainable income source for the local authority to support work in the local authority areas.

We also recognise the importance of the role the local authority can play in the successful delivery of the Scheme and the benefits the Scheme will bring to residents and businesses within our local authority areas and, more widely, in the southern region.

For the avoidance of doubt, this letter is not intended to be legally binding between Southampton City Council and Royal Borough of Windsor and Maidenhead but is intended to evidence our current interest to promote and market the Scheme.

Yours sincerely

Name

Job Title

Authority Name

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Heatmap for data collected:
2016/10/01

www.rbwm.gov.uk



Royal Borough
of Windsor &
Maidenhead

61

Heatmap for data collected:
2017/02/01

www.rbwm.gov.uk



Royal Borough
of Windsor &
Maidenhead

62

Combined data as individual points

2016/10/01 shown in blue

2017/02/01 shown in red

www.rbwm.gov.uk



Royal Borough
of Windsor &
Maidenhead

63

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Data collected:
2016/10/01

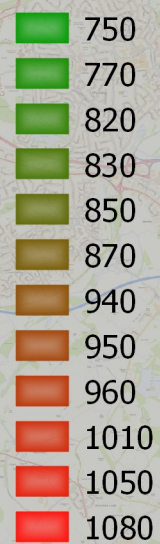
www.rbwm.gov.uk



65

Average Weekly Income

Middle Super Output Areas



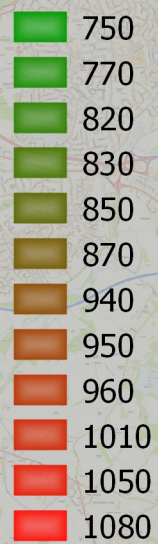
Data collected: 2017/02/01

www.rbwm.gov.uk



66 Average Weekly Income

Middle Super Output Areas



Combined data as individual points
2016/10/01 shown in blue
2017/02/01 shown in red

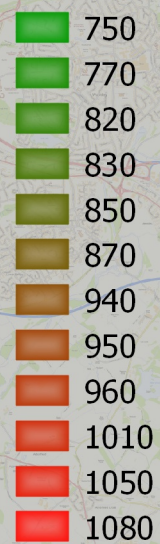
www.rbwm.gov.uk



67

Average Weekly Income

Middle Super Output Areas



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