

Minutes of the Meeting of the **ENVIRONMENT & GREEN SPACES COMMITTEE** held at the Town Hall, High Street, Swanage on **WEDNESDAY, 12th JULY 2023** at **2.15 p.m.**

Chair: -

Councillor C Moreton

Swanage Town Council

Present: -

Councillor B Trite

Swanage Town Council

Councillor C Tomes

Swanage Town Council

Councillor M Whitwam

Swanage Town Council

Outside Representatives: -

Mr A Evans

National Trust

Mr D Pratten

Beach Buddies and Planet Purbeck

Mr F Roberts

Swanage Landers

Mrs S Spurling

Sustainable Swanage

Also in attendance: -

Dr M Ayres

Town Clerk

Mr C Milmer

Visitor Services and Business

Development Manager (VSBDM)

Ms G Percival

Assets & Compliance Manager

Mr M Snowdon

Assets & Compliance Support Officer

There were two members of the public at the meeting.

Public Participation Time

The following matters were raised during Public Participation Time:

A question was raised with regards to the position of Swanage Town Council in respect of Electric Vehicle (EV) charging points on the highway. It was explained that whilst there was an item on the agenda relating to EV Charging, this was focused on Swanage Town Council Car Parks. Any activity which relates to roads or pavements falls under the jurisdiction of Dorset Council and guidance should be sought from them on this matter.

A short presentation was made by a local business owner regarding a new venture relating to items that can be generated using seaweed. It was reported that the business, Ocean Origin Ltd, had begun the process of obtaining a permit to farm seaweed from a site in Purbeck, but that the licensing process is complex and may take up to one year before this is in place. A request was therefore made for permission to obtain small amounts of seaweed from Swanage beach, thereby enabling early-stage testing to be completed. In response, it was noted that the Town Council does not object to the collection of small amounts of seaweed from the Main Beach for personal use.

1) Apologies

Apologies for their inability to attend the meeting were received from Councillors Foster and Harris, Tracey Churcher (National Trust) and Brian Bleese (Dorset Wildlife Trust). Councillor Monkhouse attended the meeting remotely.

2) **Declarations of Interest**

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with section 9 and Appendix B of the Council's Code of Conduct.

No declarations were made on this occasion.

3) **Matters arising from the Meeting of the Environment Committee held on 1st February 2023**

There were no matters raised on this occasion.

4) **Environment Policy Action Plan Version 9 – Update**

It was reported that the Environment Policy Action Plan had recently been reviewed by the relevant Working Party. It was noted that the plan remains iterative and that key points to be raised regarding progress had been included on the agenda for this meeting. The Chairman recorded thanks to the Working Party for their work on the Action Plan and it was AGREED:-

That the version 9 of the Environment Policy Action Plan, incorporating reports on progress to date, be noted.

5) **Sustainable Swanage Update**

An update was provided on the activities of Sustainable Swanage since the last meeting of the committee, some of which had been supported by funding to the amount of £1,100 received from the organisation Stepping Into Nature. Activities undertaken included:

- Installation of information panels at Peveril Point and the Downs Local Nature (LNR).
- A successful launch event for Peveril Point and the Downs Local Nature Reserve. Since the launch, a Friends Group had been established with approximately 20 active members and an additional 7 butterfly watchers.
- Former St Marks Playing Field “Picnic in the Park” event which proved very popular with the local community.
- A BioBlitz event held at the LNR. There were approximately 40 people involved identifying insects with additional surveys carried out at Northbrook Copse and Prospect Green. As part of the lead-up to this event, several mini BioBlitz events were organised with over 300 children from local schools attending to develop their knowledge and understanding of the nature found within the various school grounds.

The Chairman recorded thanks to Sustainable Swanage and noted it is gaining momentum; each time an update is received, there is more to be reported and lots more people are getting involved.

6) **Swanage Town Council Energy Footprint Report - 2022**

The Visitor Services and Business Development Manager (VSBDM) introduced a report that set out data regarding energy and water use and waste generated by the Town Council over a 12-month period. The report presented the actual figures regarding usage and costs across various metrics including gas, electric, water, fuel usage and waste generation. It was noted that this report would be produced annually. Thanks were offered to the Assets & Compliance Support Officer for compiling such a comprehensive report.

It was proposed by Councillor Moreton, seconded by Councillor Trite and RESOLVED UNANIMOUSLY:-

To present the Energy Footprint report to the Environment & Green Spaces Committee annually, thereby enabling a comparison of these figures over time.

7) **Electric Vehicle Charging in Town Council Car Parks**

Consideration was given to a detailed briefing note regarding procurement options available for the expansion of EV charging facilities in the Town Council's car parks. The VSBDM reported that the Environment Action Plan Working Party had conducted two further meetings with the task of reviewing these options, including Dorset Council's 'Charging Ahead' project.

It was reported that the recommendation from the Working Party is to work with the Dorset Council appointed supplier of these facilities to install additional Electric Vehicle (EV) charging points in Main Beach Car Park, North Beach Car Park and Mermond Place Car Park. This would provide a total of 14 EV sockets each providing 22kw and would likely replace the existing 6 EV sockets providing 7kw which are now considered relatively obsolete. Additional potential improvements include:

- 50kw fast charger in both Main Beach Car Park and Mermond Place Car Park;
- electric Bike charging facilities.

It was proposed by Councillor Tomes, seconded by Councillor Whitwam and
RESOLVED UNANIMOUSLY :

TO RECOMMEND:

That officers work with Dorset Council and their supplier to develop a detailed proposal for Electric Vehicle charging points in the town's car parks as per the 'Charging Ahead' scheme and report further to the autumn meeting of the Environment & Green Spaces Committee.

8) **Energy Efficiency and Decarbonisation Action Plan 2030: Council Buildings**

The VSBDM introduced a briefing note and supporting appendices which set out the next steps required to progress the Energy Efficiency and Decarbonisation Action Plan, which would enable Council buildings to be carbon neutral by 2030. It was noted this would include the installation of LED lighting, Building Management Systems, solar panels and heat pumps. Initial actions are to undertake an investigation into switching to LED lighting and the use of Building Management Systems as these provide the greatest reductions in energy use. If all steps within the plan are taken, more kWh than the Council buildings require will be generated which could be offset against other activities the Council undertakes.

Consideration was also given to whether an application should be submitted in the 2023-24 year for the potential next round of Salix grant funding, should this be available, to assist in covering the shortfall between allocated funds for the project and estimated costs. Given the requirements for substantial match funding, the budget available and the level of professional input required to submit an application it was noted this requires further consideration.

The Assets and Compliance Manager reported that a meeting has been scheduled with a contractor in July 2023 to obtain a cost estimate relating to the provision of LED lighting and that a review and inspection of the Town Hall boilers is planned to ascertain their potential lifespan.

It was proposed by Councillor Moreton, seconded by Councillor Whitwam and
RESOLVED UNANIMOUSLY:

TO RECOMMEND:

That the Energy Efficiency and Decarbonisation Action Plan 2030: Council Buildings, be approved and adopted, together with the next steps set out in the briefing note (which will be refined prior to the Council Meeting on 24th July 2023).

9) Waste Management update

The Assets & Compliance Manager reported that she is in regular contact with Dorset Waste Services and to date the summer service had performed well. It was also noted additional bin capacity on the seafront would be provided for Carnival Week. Despite challenges due to limited staff resources, it was reported that the team is sufficiently prepared for the oncoming summer season.

An update was provided regarding the work of Swanage Beach Buddies. It was reported that across the first 6 months of the year, 35 Beach cleans had been carried out (compared to 36 in 2022 over the same time period). The average number of hours volunteered is almost identical when comparing 2022 to 2023. It was encouraging that over this period in 2022 735kg of waste had been recovered whilst in 2023 the figure had dropped to 473kg of waste, indicating a significant 36% reduction. It was noted this may be attributable to a combination of improved efficiency in Swanage Town Council and Dorset Waste Services waste and litter strategy and a change in attitudes from residents and visitors to the town.

The representative from Swanage Landers reported there had been no formal litter picks within the town in 2023 although activity is still happening due to residents feeling more empowered to litter pick their street and local area within the town. It was also reported that the Swanage Landers had undertaken significant litter removal from verges on the A351. It was noted that, in conjunction with the Assets and Compliance Manager, two mechanical road sweeps had been undertaken so far this year, and that another had been booked to take place before the end of July. These sweeps had resulted in the removal of approximately 8 tonnes of waste which would otherwise have flowed into the drains.

During the discussion that followed, it was acknowledged that the number of events in the town each year is increasing. Thanks were offered for the continued work that the Seafront Operations teams undertake, alongside Beach Buddies and Swanage Landers.

10) Items of information and matters for forthcoming agendas

a) St Marks Playing Field – 1st May 2023 event and next steps.

The Assets and Compliance Manager reported that a review of feedback from this event will be discussed at the next scheduled Environment and Green Spaces Committee meeting. In the interim, it was observed that the space is being used a lot more now than before the 1st May event and that lots of positive feedback had been received.

b) Councillor and Staff Training

This will be arranged in accordance with the Environment Policy Action Plan.

c) Review of the Green Infrastructure Strategy (GIS) and progress to date

A need to work on this in conjunction with the Neighbourhood Plan Environment Task Team was noted.

11) Date of next meeting

It was noted that the next meeting had been scheduled for 2.15 p.m. on Wednesday 11th October 2023.

The Meeting closed at 3.05 p.m.

Energy Efficiency and Decarbonisation Action Plan 2030: Council Buildings

1) Introduction

At the Environment Committee Meeting held on 12th July 2023, officers were asked to develop a more accurate set of financial figures for the Energy Efficiency and Decarbonisation Plan for Council buildings.

Appendix 1 provides the current figures that have been developed. These are not final figures; however significant additional information has now been received. Information has also been received regarding a potential grant from Low Carbon Dorset.

2) The Revised Plan

2.1 BMS

A site visit was undertaken with a Building Management System (BMS) engineer who advised that the Council's buildings generally would not be suitable for such systems, due to their operating hours and/or construction type. The exception to this was that the Town Hall would benefit to a degree, but not significantly. This is unfortunate as it was hoped that BMS systems would deliver a relatively large carbon saving for the Council. While further advice is awaited for the Town Hall, this has been excluded from the Plan for the current time.

2.2 Solar Panels

Advice has been sought from Low Carbon Dorset, a Dorset Council hosted organisation which has suggested that generally, solar panels should be at least one metre away from a building's edge. This effectively means that the beach huts would not be suitable for solar panels. In addition, it is clear that solar panels could not be added to the lower-level roofs as they would restrict the view of upper-level customers. Beach hut solar panels have therefore been removed from the Plan.

Solar Panels can be installed under permitted planning consent, except where a building is in a Conservation Area. The Swanage Information Centre along with the beach huts are within such an area and for this reason, along with the relatively low level of solar power that can be generated from the east/west facing roof, this building has also been removed from the Plan.

Smaller sites for solar panels such as toilet blocks have been removed as advice suggests that solar arrays that generate less than 3,000kwh are not carbon neutral over their lifetime. Essentially the work required to install them eliminates any environmental benefit. Furthermore, the only toilet block that is potentially feasible is Mermond Place and this is also in a Conservation Area.

This leaves just the Depot and Beach Gardens Pavilion as proposed sites for solar panels.

These changes have meant that it is now unclear what financial savings the Council will see from the energy efficiency improvements. This will be identified once a procurement exercise is undertaken and reported back to the Committee. However, for budget purposes it should be assumed that circa £10,000 can be saved on energy costs annually from these works.

2.3 Heat Pumps

While a more accurate quotation has not been received for heat pumps, advice from Low Carbon Dorset suggests that this solution is the single solution currently available, is supported by the government and is likely to be the main solution for a number of years. It was also confirmed that such a system would work in the Town Hall, albeit not efficiently and at an additional financial cost rather than a saving in terms of energy consumption. The Assets and Compliance Manager has confirmed that the current gas boilers in use in all buildings should be sufficient, with some work, to last until 2030. A revised estimate for heat pumps of £175,000 for the Depot, Town Hall and Swanage Information Centre has been estimated. If this work is to be undertaken in 2030, then it is proposed that £25,000 is allocated to a capital reserve for each of the seven years prior to this date.

3) The Low Carbon Dorset Grant

Low Carbon Dorset, an organisation hosted by Dorset Council, have advised that they are able to provide grants of up to £75,000 to support these proposals. The Council can only apply for this grant once.

Officers have estimated that the proposed works installing LEDs and solar panels will be in the region of £100,000, which with match funding from Low Carbon Dorset will result in a £50,000 expenditure for Council. The Council has £50,000 allocated for this financial year for energy improvements.

The Assets and Compliance Manager is currently putting together a tender for the works, which the Council will lead on. The Council will need to pay up front for the works with the grant being received on completion. It is anticipated that the works should be completed during 2023-24.

4) Carbon Neutral target by 2030

As the Council has undertaken more detailed work around energy improvements for its buildings it has become clear that it will not be able to meet the carbon neutral target for 2030 unless alternative approaches are considered. This is compounded because additional energy will be consumed to support the increase in electric vehicle charging in the car parks.

It is proposed that the Committee reviews its approach to carbon neutrality and reviews alternative options which could potentially include enhanced use of renewable energy generation within the proposed Green Seafront. At the next meeting of the committee, it should be clear what benefit in terms of both financial and carbon savings the proposed works will deliver.

It should be noted that with the proposal to move to electric heat pumps, the Council will be decarbonised and rely solely on electricity which on a national basis is increasingly moving to renewable energy sources.

5) Recommendations

5.1 That the Assets and Compliance Officer undertakes a procurement of LED lighting in Council buildings and solar panels for Beach Gardens Pavilion and the Depot, on the condition that the Low Carbon Dorset grant can be used and the work is implemented during the 2023-24 financial year.

- 5.2 That £25,000 is allocated to a capital reserve for each year from 2024-25 to 2030-31 to fund the £175,000 estimated cost for heat pumps to enable the decarbonisation of the Council's buildings.
- 5.3 That the Committee reviews its approach to carbon neutrality at the next Committee.

Culvin Milmer
Visitor Services and Business Development Manager
October 2023

Electric Vehicle Charging in Town Council Car Parks

1. Background

At the 22nd July 2023 Environment Committee, Officers were tasked to work up a proposal in preparation to submit a grant application to Dorset Council's 'Charging Ahead' scheme.

2. The Proposal

The Council has undertaken a feasibility study through a company called Joju which has provided a proposal along with a cost for the first phase of the installation of EV chargers. The work required will include the installation of three phase electric, appropriate underground cabling and procurement and installation of the machines. The feasibility study includes confirmation from the DNO (Distribution Network Operator - which in the case for Swanage is SSEN), that the required work is possible and the associated costs.

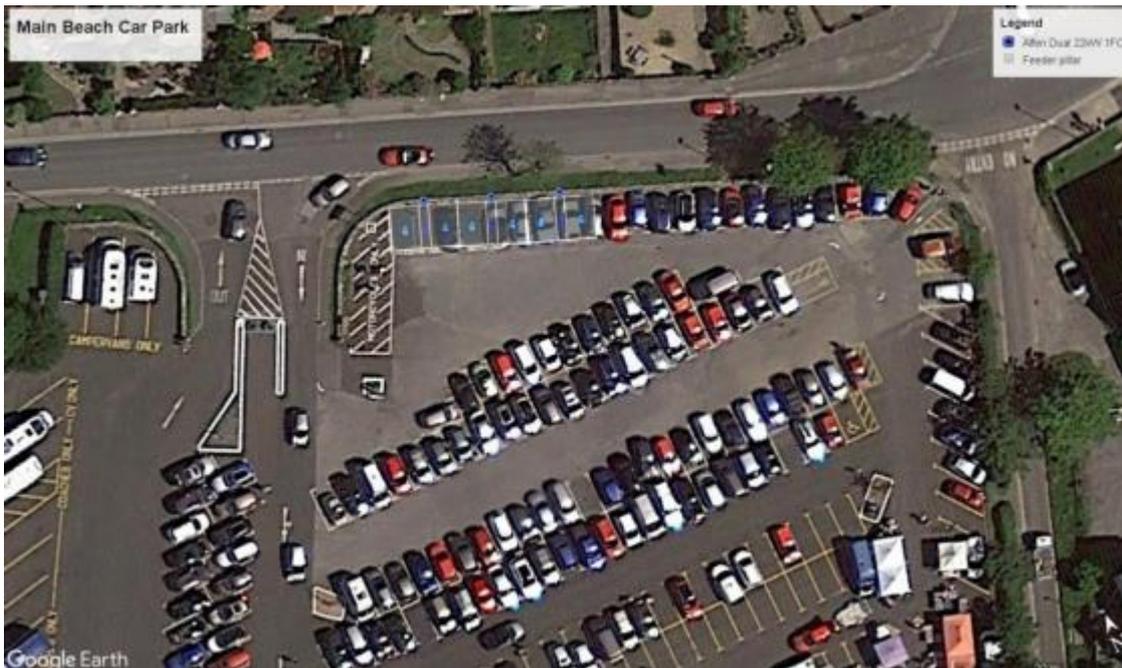
The feasibility study indicates that nine machines can be installed at no cost to Swanage Town Council. These include machines rated at 22kwh for Main Beach and North Beach Car Parks and 50kwh at Mermond Car Park.

This will provide a total of 18 parking spaces for EV vehicles. Currently the council operates 3 charging machines (a total of 6 EV spaces) all of 7kwh. This type of machine is now considered to be relatively obsolete. While not yet confirmed it is likely that these older machines will be replaced by the new machines.

The total cost of the required works and installation is £203,536.68 of which £61,853.69 will be covered by Dorset Council's grant and the remainder will be covered by Mer, the owner of the machines. The machines will have a 15-year life.

Dorset Council are motivated to promote this scheme as it effectively provides relatively easy access to EV charging for residents. Dorset Council have provisionally approved the grant, subject to receipt of the appropriate paperwork and resolution of the issue around overnight parking (see below). Swanage is likely to be the first area to be part of the Charging Ahead scheme and as such is likely to receive some positive promotion.

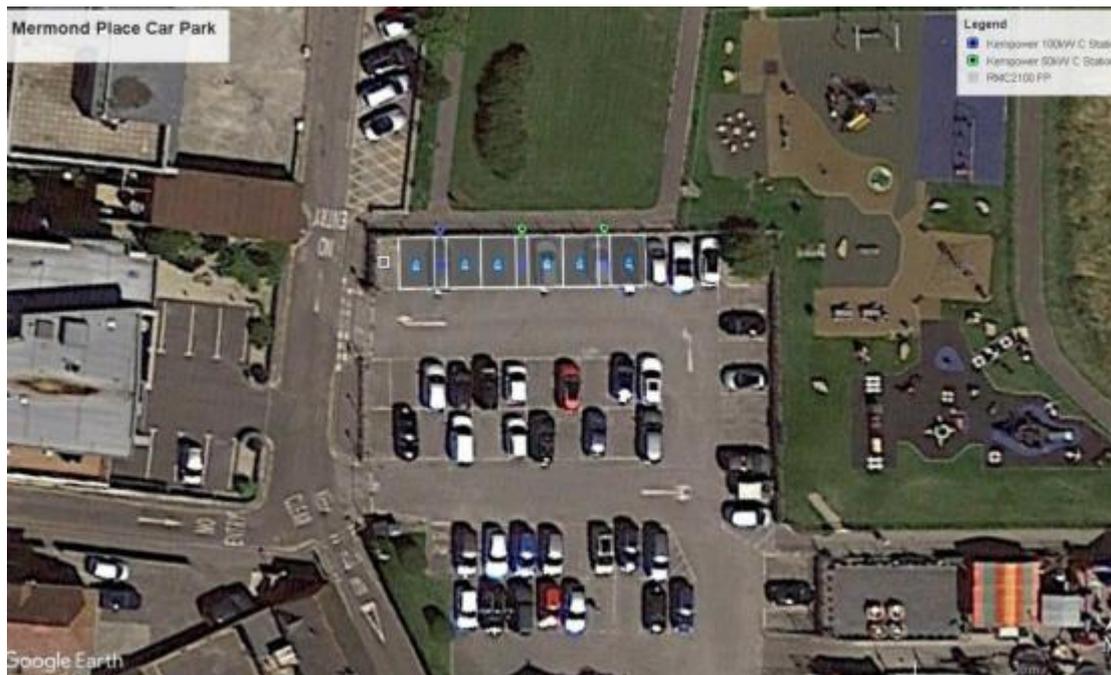
3. Proposed locations



Main Beach Car Park – 3 machines (6 parking bays), all fast chargers rated at 22kwh



North Beach Car Park – 3 machines (6 parking bays), all fast chargers rated at 22kwh



Mermond Place Car Park – 3 machines (6 parking bays), all rapid chargers rated at 50kwh

4. Issues to note

- 4.1 It is confirmed that there would be no cost to the Town Council.
- 4.2 The Town Council can expect a revenue share in return for hosting a charge point. This is based on each kWh of electricity used at the charge point. The suggested rebate is in the region of £750 a year in total for all machines, but is wholly dependent on usage.
- 4.3 The Charge point Operator (CPO) would set the charging price. The cost to use a Mer fast charger is 55p per kWh (Jan 2023) and 69p per kWh for rapid chargers. This is about average for public charging.
- 4.4 All charge points need to be accessible to all – parking bays will need to be extra wide for accessibility. This will lead to a reduction in the number of total parking spaces in each car park, although this really only affects Mermond Place.
- 4.5 At the end of the 15 years it will be up to the Council what happens to the chargepoint as the asset will transfer over. Options open to the Council are: continue to use Mer, perhaps with renegotiated terms; complete removal of the chargepoint (at Mer's expense); to operate it ourselves or to bring in a new operator.
- 4.6 If terminated before 15 years by STC, it will be required to pay a % of costs associated with installation and the potential income lost by Mer (18.3 of licence).
- 4.7 The chargepoints will include Dorset Council signs but with the Town Council logo.
- 4.8 The proposal assumes that this would be the first phase of a multi phased rollout of across Swanage, which will be base din future demand.

5. Work required / issues to resolve

- 5.1 A key issue to overcome is that the proposal requires that the EV chargers must include free overnight parking for those using the chargepoints to charge vehicles. Currently all car park users are required to pay a fee 24 hours a day. Officers are looking into this and it is proposed that this is considered at the Tourism and Local Economy Committee on 22nd November 2023.
- 5.2 The disabled parking area in North Beach Car Park will be required to be moved to an alternative location. It is hoped that any associated work could be included in the scheme.
- 5.3 As part of the feasibility study Joju were asked to consider electric cycle charging. Joju have suggested that they could provide such a facility but at a cost to the Council. A covered area would be required. The Council has £5,000 set aside for cycle improvements such as signage and including the possibility of e-charging. However, as a covered area is required, presumably at quite a significant cost, and it is not clear what might be the most suitable location, it is proposed that this opportunity is not taken up at the current time.

6. Constraints

- 6.1 The Committee are advised that agreeing to this proposal will incur a number of constraints on the Council. A licence will be agreed with Mer for a 15 year period and if the Council decides to terminate the arrangement prior to the end date it will incur financial penalties.
- 6.2 The locations of the chargers will effectively be fixed for 15 years which may limit any future opportunities with car parks.
- 6.3 As part of the licence with Mer, an exclusivity clause with the Council will mean that other alternative machines and or suppliers within the locations will not be permitted.

7. Timetable

7.1 If the recommended proposal was adopted, it is anticipated that the following timetable might be achievable.

11 th October 2023	Present final proposal to Environment Committee
22 nd November 2023	Tourism and Local Economy Committee considers overnight parking requirement
11 th December 2023	Approve final proposal at Full Council
January to April 2024	Partner installs machines
April/May 2024	Go live

Appendix 1 provides a useful timetable for the application. The Council are currently at the ‘approval’ stage.

8. Decisions required

- 8.1 To consider submission of the Grant Application to Dorset Council as soon as possible.
- 8.2 To request the Tourism and Local Economy Committee to consider free overnight vehicle parking while charging in a charging bay.
- 8.3 To consider if cycle e-charging should be taken forward at the current time.
- 8.4 To note the constraints indicated above.
- 8.5 To agree that formal acceptance of the grant should be a decision made by full Council, having taken into consideration legal advice on the licence agreement and grant acceptance letter.

Culvin Milmer
Visitor Services and Business Development Manager
October 2023

Appendix 1: Application Timetable
Appendix 2: Proposed EV ChargePoint machines
Appendix 3: Charging Ahead Grant Application Form

Appendix 1

Application Timeline

The timeline is dependent on several external bodies and can be affected by global supply chain issues.



Alfen fast chargers (7kW – 22kW)



Alfen

Alfen EVE Double Prolines and Alfen Twins can supply 7kW-22kW of power

- Tested with every electric car on the road and certified by DEKRA.
- Fitted with Type 2 sockets (which is the most commonly used socket, and most EV owners will have a cable with a Type 2 connector charger-side).
- Meets OZEV requirements and is therefore eligible for subsidies.
- Made from stainless steel with IK10 and IP54 rating (in accordance with European Standard EN 62262) meaning that it is vandal-resistant (withstanding up to 20 joules of impact energy).
- Unambiguous icons and integrated card reader. Starting and stopping charging sessions is easy.

EV Charging technology – Rapid chargers



Kempower C-Station

- A compact and modular EV charging station.
- A combined central processing unit (CPU) and a charging satellite as a single unit.
- Typically, C-Station has either one or two CPU cabinets that offers power from 40 to 320 kW and it can have one to two DC charging outlets fixed on one or both sides.
- Advanced cable handling with spring support provides ranges from four to six meters.
- While the total outlet number as a single cabinet build is four, it may provide power to satellite charge points.
- Charging power management can be selected from static or dynamic to meet application needs. Static power management for constant charging sessions or dynamic power management for intelligent power distribution.

EV ChargePoint Installation

Grant Application Form

General Information for Applicants

The Public Electric Vehicle Chargepoint Scheme is a scheme funded by Dorset Council to support the owners and occupiers of property which is accessible to the public to install electric vehicle charging equipment on their site ('the Scheme').

Applicants must have the legal right to install an electric vehicle chargepoint (EVCP) on the site and either have access to a sufficient electricity supply or be willing to have a new electricity supply installed by the chargepoint operator (CPO) at the CPO's cost. If these rights are not available, the installation cannot go ahead. If there is any doubt Applicants should take independent legal or other professional advice because applications and installations are made at the Applicant's risk.

The contents of this form must not be altered and will not be altered unless Dorset Council decides to change the form.

Your personal information will be safeguarded and processed in accordance with data protection legislation. Dorset Council is the 'Controller' for personal data associated with this application and the installation process.

A copy of the Council's full Privacy Policy, which includes the information we collect, how we use it and under what circumstances, if any, we will share it with other parties, is available at: [Dorset Council privacy notice - Dorset Council](#)

Definitions:

- The Applicant – the named person, business or charity or authorised public body (e.g. Parish Council) applying to host a chargepoint.
- The Chargepoint Operator (CPO) – the company nominated by Dorset Council and partnered with the installer Joju Limited, to part fund and operate chargepoints. The CPO is Mer, which is part of the Norwegian State-owned energy company, Statkraft
- The Installer – the company contracted by Dorset Council to install chargepoints in the Dorset Council area.
- Dorset Council (DC) – tier 1 local authority

Section 1 – Applicant Details

1. Full Name of Applicant ('You') ('I')

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If you are applying on behalf of a business or charity this should be the name of the business or entity as it appears on the registration documents at Companies House or Charity Commissioners

Full name and postal address for correspondence and email address of the person completing this form

Full Name of business or charity and registered number and full postal address and e-mail address for correspondence and address of registered office.

.....

2. Applicant Declaration

I (for myself or as duly authorised) make this declaration for and on behalf of my organisation) confirm that I have read and agree with the conditions for this application and for the use of the chargepoint(s) as set out in this form and the General Conditions in Section 3. I agree to be contacted by Dorset Council or its agents for audit purposes, should my installation be chosen for an audit (your personal information will be safeguarded and processed in accordance with the requirements of data protection law).

I agree to sign the Form of Consent attached to this Application Form for my information. This Application Form and the completed Form of Consent will form a binding legal contract between the Applicant and Dorset Council.

I declare that I am a person authorised to complete and sign this Application Form, and the information contained within it is correct and true to the best of my knowledge and belief.

If the Applicant is in breach any of the conditions set out in Section 3 of this Application Form or if any relevant information is incorrect or knowingly omitted in this Application Form, it will be open to Dorset Council to take whatever action it deems appropriate to address the breach including recovery of grant monies and termination of the Form of Consent.

I declare that I have read and understood the form of draft Grant Offer Letter to install EVCP(s) and declare that the Applicant will comply with the terms and conditions of the Grant Offer Letter and General Terms and Conditions of Grant should this application be successful,

Signed Date

I declare that the Applicant is one of the following categories of owner or occupier. Mark all that apply and provide supporting details:

- | | |
|--------------------------|--|
| <input type="checkbox"/> | • Landlord of a property that lets the site. |
| <input type="checkbox"/> | • Tenant or licensee of the landlord of a property that lets the site with a tenancy or lease with at least 15 years remaining. |
| <input type="checkbox"/> | • Freehold owner of the property upon which the site is located. |
| <input type="checkbox"/> | • The person or company with a contract and resulting right to manage the site including installation of electric vehicle chargepoints. |
| <input type="checkbox"/> | • A company owning the freehold of the leased or rented site. |
| <input type="checkbox"/> | • A company owning the building on the site with use of the site's common areas. (The company may comprise shareholders who are the leaseholders. The company may also manage the building). |
| <input type="checkbox"/> | • A private registered provider of social housing (PRP). |
| <input type="checkbox"/> | • A public authority such as government departments and their agencies, the armed forces, local governments, the NHS and emergency services. |
| <input type="checkbox"/> | • Other – please give details: |

Section 3 – General Conditions

The Grant is offered on condition that:

The Applicant must ensure that the space where the chargepoint(s) will be installed is a parking space available to the public at all required times.

1. The Applicant must use our named installer/Supplier and CPO with whom you will enter a standard form of licence agreement to carry out the installation. ('Licence'). The Licence includes a set of conditions which you must adhere to. Dorset Council will make the Grant payment to the Applicant on satisfactory completion of the work. It is expected and required that the Applicant will pay the gross amount to the Supplier on receipt of a VAT invoice from them within the terms of that invoice.
2. You warrant that the Applicant is the landowner or leaseholder or licensee of the land on which the chargepoint will be placed and that any requisite permissions have been sought that will enable the chargepoint to be installed and operated for fifteen years. You will produce evidence to demonstrate tenure and consent if required.
3. Where an installation requires cabling or other parts of the installation to be placed in or on another person's property, or public land or, access rights and permissions you will support the Supplier and any parties acting on their behalf in any way practical to obtain the agreement of the parties such as legal wayleaves or covenants before an installation begins.
4. Chargepoint users must be able to park for free overnight. between 6pm and 8am.
5. EV bays in car parks must allow stay times of at least 2 hours during the day to ensure users have access to a substantial charge.
6. You will regularly publicise the availability of the chargepoint to residents.
7. You will take responsibility for ensuring the chargepoint parking bays are kept available for electric vehicle charging.
8. Operational issues should be addressed by the CPO. You will notify Dorset Council of any issues that are not being addressed by the CPO so that Dorset Council can decide the necessary action to take.
9. If you are a company, you must be registered at Companies House. If not, you must be VAT registered with Her Majesty's Revenue and Customs (HMRC). If you are not registered at either, please supply details of your constitution.
10. In considering and checking eligibility, Dorset Council will use the public authorities referenced in the Local Government Act 2003, Section 33 and the Freedom of Information Act, Schedule 1, parts 1 3. The Electoral Roll and/or other lawfully and publicly available information.
11. You must be able to show that you have legal entitlement to the parking space if it is situated on land which is separated from your property. You may prove this through the provision of deeds as described on paragraphs 2 and 3 above.

12. The site must be suitable for a chargepoint installation and be able to permit an eligible vehicle to be charged safely for all users. It must be possible to access the parking space 24 hours a day 7 days a week.
13. The Supplier will decide if the parking made available will permit an eligible vehicle to be charged safely. Dorset Council will not intervene in any negative assessment made by the Supplier.
14. It is expected that wherever feasible the charging bays and installation should strive to meet the standards outlined in the British Standards Institute PAS1899 document
 - Dorset Council and the Supplier will agree with You the chargepoint which will be installed and that it will be listed on the OZEV approved chargepoint model list.
 - The Installer will identify if any upgrades are needed to the existing electrical supply or if a new supply is required and arrange with a distribution network operator (DNO) for this to be carried out before installation;

If an existing electricity supply is used, You the Applicant are responsible for all bill payments and ensuring that the supply is maintained for the duration of the Contract. The Supplier agrees to meet the cost of electricity. If a new electricity supply is installed the bill payments and all running costs will be met by the CPO.
15. You will be entitled to receive a share of the revenue generated by the CPO as notified to You by the CPO. This revenue is consideration for the use of the site for the chargepoint.
16. The Regulatory Reform (Fire Safety) Order 2005 requires property managers and owners to assess potential fire risks and put in place adequate and proportionate fire protection measures to mitigate against the risk to life from fire and then maintain them. The Applicant should update when installing EV chargepoints.
17. The Government will produce guidance to aid this assessment for electric vehicle fires, available in 2022. This will identify mitigations and measures that can be taken when installing electric vehicle chargepoints in enclosed car parks. As such it will help building owners meet their existing duties under the Regulatory Reform (Fire Safety) Order 2005.
18. For each installed chargepoint the Applicant warrants that:
 - It confirms that it is in one of the categories of ownership of the property listed in Section 1.
 - That it will use all reasonable endeavours to ensure there is adequate and continuing electrical supply for all the chargepoints installed once any load balancing technology is applied
 - They will retain all documentation pertaining to the installation, including installation and commissioning confirmations and certificates, photographs, customer declarations and signatures, dates of installation and full address

19. The installation expenditure to be met by the Council or its installer will be:

- cost of unit/s
- electrical components
- civil engineering works
- labour costs (for installation)
- hardware costs
- site survey works
- planning costs

The Council will meet the installation expenditure net of VAT where the Applicant is eligible to recover any VAT paid to the Supplier. Where the Applicant is not eligible to recover VAT expenditure the Grant will cover the gross installation expenditure inclusive of VAT.

21. Where an additional smart meter or current clamp device is required, the capital cost of this is also eligible expenditure providing it is installed at the same time as the chargepoint.

22. The Council will not pay for other costs of the Applicant arising from this Application Including:

- interest charges, bad debts, profits, entertaining
- Legal costs
- project management and reporting costs
- Applicant's administration costs
- new/additional land required for the proposed infrastructure.
- electricity provided by relevant infrastructure*.
- ongoing back-office data provision*
- any other ongoing operating costs (for example, maintenance or communication)*
- transport costs*
- marketing costs
- any other cost not listed under Condition 20

* costs met by the CPO

23. You agree to usage data which has been depersonalised relating to the chargepoint being shared by the CPO with Dorset Council who may also share this data with other stakeholders

Swanage Greenspace Update

a) Swanage Greenspace Strategy Proposal

The Council manages extensive and diverse greenspaces, many with different uses, purposes and management plans. In order to provide a strategic framework for the management and development of these spaces it is proposed that a Swanage Greenspace Strategy is developed.

It is envisaged this strategy would:

- Establish overarching guiding principles for all Council greenspaces;
- Provide information to residents and visitors on the Council's principles, standards and values in respect of greenspaces;
- Set out future priorities;
- Assist in attracting and securing external funding to enhance greenspaces;
- Encourage engagement and use of greenspaces to maximise amenity and wellbeing opportunities;
- Illustrate the value of greenspaces in mitigating climate change and increasing wildlife;
- Provide an overarching framework in which area specific management plans and policies can sit;
- Provide a framework for future investment in greenspaces to maximise value for money.

It is envisaged that engagement with residents, visitors and relevant local groups will be a key aspect in the development of this strategy.

Once established, regular monitoring of the strategy would be undertaken to monitor and measure success against agreed objectives with oversight provided by the Environment and Parks Committee.

Decision required

To consider recommending to the Town Council that a Greenspace Strategy be developed to provide a strategic framework for the management and development of greenspaces owned and managed by the Council, oversight of the strategy to be undertaken by the Environment and Parks Committee.

Gail Percival
Assets and Compliance Manager

October 2023

Swanage Greenspace Update

b) Perennial, seasonal and tree planting 2023

At the Environment and Parks Committee Meeting held on February 7th 2023, Minute No.7, Councillors resolved to increase the amount of sustainable perennial plants, while reducing the amount of summer bedding in order to achieve a more environmentally beneficial approach to planting.

This resulted in changes to planting plans at a wide range of locations across the town and seafront. In summary, the annual purchase of summer bedding plants purchased was reduced in number from circa 4,200 to 2,000. In respect of perennials, circa 250 were purchased early in the season and a further 100 more recently following removal of some of the seasonal bedding. These have been supplemented by a number and range of herbs provided by Prospect Nursery. Perennial planting has been chosen for colour, scent, texture and attractiveness to pollinators and wildlife.

Feedback from residents and visitors received informally has been very positive and the team have received many compliments. In addition, an innovative food growing space in a section of the Visitor Information Centre garden, developed by one of the team, has also received very positive feedback.

Proposals for 2024 are to continue in a similar vein. The perennials from this year will continue to develop and grow and will be complemented in key locations with seasonal bedding, the amount required likely to decrease gradually year on year as the permanent planting becomes more established.

Other planting that has been undertaken or is planned imminently includes:

- Circa 90m of new native hedgerow at Godlingston Cemetery;
- Wildflower plug and seed planting at Beach Gardens, Seymer Road, Godlingston Cemetery and the Recreation Ground.

With regard to trees, the Council has purchased 36 trees for planting later this year. These are supplemented with stock from the Council's tree nursery and a number of donations that are received from residents of trees that have outgrown their current locations. In excess of 18 species have been selected with slightly more emphasis on native trees this year. Proposals are to plant in a range of green spaces including parks, verges, Peveril Point and the Downs Local Nature Reserve and Godlingston Cemetery.

This report is presented for information.

Gail Percival
Assets and Compliance Manager

October 2023

Environment Budgets 2024-25: One off revenue and capital expenditure**One off significant revenue expenditure items**

	Budget Proposal	£	Notes
1.	Prince Albert Gardens Footpaths	£40,000	This sum is to repair and reinstate the footpath surfacing within Prince Albert Gardens due to significant deterioration in a large proportion of areas.
2.	Water Refill Point at King George's Playing Field	£2,600	A Water Refill point to be attached to the wall of the Main Beach Car Park to support users of this area, including the skate and play parks.
3.	Climate Crisis Training for all staff and councillors (1.5 on Environment Action Plan)	£2,500	An outstanding action from the Environment Action Plan

Capital Budget

	Budget Proposal	24-25	25-26	26-27	27-28	28-29	29-30	30-31
1.	Reserve to decarbonise the Council's gas boilers and replace with heat pumps by 2030 as per the Climate Crisis 2019 declaration.	£25,000	£25,000	£25,000	£25,000	£25,000	£25,000	£25,000

It is estimated that the cost will be in the region of £175,000 and a budget of £25,000 over 7 years will deliver the necessary funding for installation by the end of the 2030 calendar year. The Council will continue to review potential grant opportunities to deliver this work.

Culvin Milmer
Visitor Services and Business Development Manager

October 2023