

Please reply to: Crossover Team
Highway Services
PO Box 52, Civic Centre,
Silver Street, Enfield EN1 3XD

E-mail : FwayChannel@enfield.gov.uk

My Ref :

Your Ref :

Date : 18 November 2024

Dear Sir/Madam

Application for a footway channel to facilitate roadside charging of an electric vehicle

Further to your recent request for the provision of a footway channel to enable you to charge an Electric Vehicle (EV) by the roadside outside your property, this service is subject to the following conditions which will form the basis of your application to the council; please read them carefully.

- The footway channel is not provided with a dedicated parking bay and it does not give you a right to the roadside space adjacent to the footway channel. So you will only be able to charge your EV at the roadside when you are able to park it close enough to the footway channel for the charger cable to reach.
- We will not install a footway channel across a grass verge or shrub bed.
- We will not install a footway channel across a two or four-wheeled footway parking area.
- We cannot install a footway channel within 2.5 metres of an electrical installation on the pavement, eg. street light column, for safety reasons.
- You cannot have a footway channel if you have an existing vehicle crossover (dropped kerb) to enable you to park on your property.
- No application fee is required if you can provide a copy of the front and back of a Disabled Person's Parking Permit (blue badge) registered at the property with the application. However, all other costs still apply and must be paid in full.
- The licensee is responsible for ensuring that any necessary permissions have been granted prior to making an application.

If your application is approved

- You will receive a quotation letter from us which will include the cost of providing a footway channel and installation and the licence fee for the first year. Once you have submitted your application and paid your application fee (non-refundable once a site visit has taken place), any further payments will be requested from you in writing. Please do not make any payment until requested.
- You may need to carry out works on your property to prevent the charger cable from lifting the lid of the channel at the entry point. If this is the case, you will be informed in the quotation letter.

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- After the first year, **the licence is renewable annually for a fee** for the continued use of the footway channel. The licence enables the legal placement of a cable across the highway pursuant to Section 178 of the Highways Act 1980, utilising the footway channel to do so. We will write to you when the licence is due for renewal. If you cannot or will not pay the licence fee when due, we will remove the footway channel and make good the footway.

Installation:

- We aim to install the footway channel within eight weeks of your full payment being received. However, please note that periods of prolonged bad weather may cause delays in meeting this timescale.
- The footway channel will be installed in a direct line from the property boundary in line with the cable charge-point, direct to the kerbside. It will not deviate to the left or right to circumnavigate obstacles such as street light columns, utility boxes, etc.
- The footway channel will be installed flush with the surrounding footway and, where necessary, very minor adjustments to the footway will be made to ensure this.
- The footway channel will remain the property of Enfield Council at all times and will form an integral part of the adopted highway whilst it is in place.

Licensee's responsibilities:

- It will be your responsibility as licensee to ensure that the cable is laid completely flat within the footway channel whilst it is being used. Except when the charger cable is being inserted or removed, the lid of the footway channel must be laid flat at all times to prevent potential trip hazards on the footway.
- Whilst maintenance of the footway will be the responsibility of the council, under the terms of the licence, the licensee will be responsible for the routine maintenance of the footway channel, ie. ensuring it remains in good working order; that the lid can close flat; and that stones and other debris are cleared from the bottom of the footway channel.
- Any damage to the footway channel must be reported to us at FwayChannel@enfield.gov.uk. Contact details are also included in the licence.
- The licensee will have to indemnify the Council against any claim for injury, damage, loss or third-party claim in respect of the on-going use of the footway channel.
- If your application is approved, you will be running your EV charging cable through a public space to charge your car. For electrical safety reasons you must either:
 - Install a modern PME (Protective Multiple Earth) compatible EV charger with an 'O-PEN' protection device that will safely disconnect all three conductors in the charger during an earthing or neutral fault. Most new chargers have O-PEN protection as standard but not all, so you must check. We will need to see an electrical safety certificate, provided by your charger installer, before we will install the footway channel.

OR

- Ensure you have a correctly installed 'earth rod' within the property boundaries. This is because many UK houses have a 'Protective Multiple Earth' (PME) system which does not necessarily provide adequate protection when a charging cable is run from your home into the public domain where earth voltages may differ more widely. We will need to see a letter or email from an electrician that you have a correctly installed earth rod.

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More information about earth rods

An earth rod is a large metal rod pushed deep into the soil next to the building and connected via a thick copper cable with green and yellow striped insulation back to your electrical supply cabinet. The earth rod provides a safe return path for any live electrical fault that accidentally electrifies metal objects.

If you wish to proceed, please complete the footway channel application form below and pay the application fee by either of the following methods:

- Debit/credit card, quoting reference number 'FC321'. Please forward to us the payment confirmation email that you will receive directly following your on-line payment (screenshots are not acceptable) to FwayChannel@enfield.gov.uk.
- Cheque made payable to 'Enfield Council' and sent to the Crossover Team at the address on the form below. Please write your name, address and the code ES1363 on the back of the cheque.

Email your completed form to FwayChannel@enfield.gov.uk. Once your signed form and payment are received, we will write to you to confirm when we start to process your application.

Please contact us at FwayChannel@enfield.gov.uk if you have any queries.

Yours faithfully

CROSSOVER TEAM
Highway Services

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DATA PROTECTION POLICY

The council will process your personal data in accordance with the data protection law. Data collected on this form will be used solely to process your application. You have rights in respect of your data including the right to be informed of our uses, the right to access, the right to rectification and erasure, the right to restrict/object to processing and the right not to be subject to automated decision making or profiling. For full details of our privacy policy, please see online at <https://new.enfield.gov.uk/privacy-notice> or ask for an accessible copy.

IMPORTANT – Enfield residents should register for an online Enfield Connected account. Enfield Connected puts many Council services in one place, speeds up your payments and saves you time – to set up your account today go to www.enfield.gov.uk/connected

Please send via email to: FwayChannel@enfield.gov.uk

or post to:

Crossover Team
Highway Services
Enfield Council
PO Box 52, Civic Centre
Silver Street, Enfield EN1 3XD

Application for a footway channel to facilitate roadside charging of an electric vehicle at

Address _____

I wish to apply for a footway channel outside my property and have read and understood the conditions above.

Payment:

- a) I have paid and forwarded the payment confirmation email to FwayChannel@enfield.gov.uk

Or

- b) Please find enclosed a cheque in the sum of £ _____
(Cheque made payable to 'Enfield Council')

Or

- c) I attach a copy of the front and back of a blue badge registered to the above address.
(Please circle or highlight your chosen payment method.)

I understand that the authority will use this information to process my application and may share it with third parties in order to complete the process. I have read and understood the data protection information in the letter attached.

Name _____

Signature _____
(Hand-written signature please)

Date _____

Email address _____

Telephone number _____