Councillor Name

Council Name

Council Address

[Date]

Dear [Councillor’s name],

**RE: Fleet Charging Guide for Local Authorities**

I am writing to you to raise the issue of electric vehicle charging infrastructure at a local level for the vehicle rental and leasing industry. I work for [name of company and description of your work] and our company is experiencing firsthand the challenges of local charging infrastructure

As a [type of company eg. leaseco] company, we contribute hugely to UK society and economy by [describe service offered eg. our vehicles are used by clients such as NHS trusts/supermarkets to deliver key workers to their place of work or food to our stores]. Due to the nature of our industry, our fleet and customers are at the forefront of the vehicle market and as such, are pioneering the transition to zero emission road transport. We operate within [name areas] and are committed to converting these fleets to electric by the 2030/35 phase out date set by Government. Although fleets such as ours are dedicated to decarbonising, we can only choose to do so if this option is fully commercially viable and practical for drivers.

Currently, our drivers cite access to fast, affordable, reliable, accessible and secure charging infrastructure as the biggest challenge to operating electric vehicle fleets. Additionally, our fleet is comprised of a variety of vehicle types each used in different ways, meaning there is no one-size-fits-all charging solution. To enable the electric vehicle transition, infrastructure decisions need to be made with businesses such as ours in mind. Local authorities will need to collaborate with [company type] companies to ensure the right infrastructure is put in the right place at the right time.

To facilitate this process, the British Vehicle Rental and Leasing Association (BVRLA) has launched a [Fleet Charging Guide](https://issuu.com/bvrla/docs/bvrla_fleet_charging_guide_2022) to provide local authorities with an overview of how and where fleets charge. Created from extensive research with a variety of fleet operators, the Guide highlights key use cases that local authorities must consider when trying to meet the diverse charging needs of electric fleets.

It contains 12 distinct recommendations designed to arm local authorities with the background knowledge they need to develop informed strategies for the rollout of charging infrastructure, grouped under four main categories:

* **Matching types of provision to emerging gaps in infrastructure**
* **Building trust in the reliability of infrastructure**
* **Ensuring consistent ease of access**
* **Creating a future framework for decisions based on user need**

As our local councillor, you play a vital role in delivering these recommendations to improve the consideration of fleets in local infrastructure provision. Please disseminate these findings with the council and ensure this guidance is taken into account when planning infrastructure rollout within [name of council]. I would also be extremely grateful if you would meet with us to speak in more detail about our issues and see how we can work together to realise the recommendations.

I look forward to working with you to support our industry and make the decarbonisation of road transport possible.

Yours sincerely,

[Your name]

[Your contact details:]