

Local Authority Common Ask Electricity



Guide – Electric Vehicles

Technical guidance for assembling data for your local network operator forecasting from a Local Area Energy Plan for Electric Vehicles

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Acronyms and Abbreviations

Name	Description
LAEP	Local Area Energy Plan
LSOA	Lower Layer Super Output Areas
DFES	Distribution Future Energy Scenarios

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1. OVERVIEW

1.1 Introduction

This guide was written to accompany version 2 of the LAEP input for modelling Local Authority Common Ask. The purpose of this guide is to explain the reasoning behind providing a Local Authority Common Ask, how to use it and address frequently asked questions. This document does not override the requirements of the Local Authority Common Ask definition itself, and wherever there is a perceived difference between this guide and the Local Authority Common Ask definition, the Local Authority Common Ask definition is to be taken as the authoritative definition.

This guide specifically covers the compilation of electric vehicle data. Other guides are provided to support the compilation of data for other technologies. Note that as well as the data requested for the technology in this section, metadata information for this technology should be provided in the Local Authority Common Ask questionnaire, which is in the “General Information” section.

The Local Authority Common Ask is intended to help in the formatting of inputs to be used in your local network operator’s network modelling. The requirements of the data are designed to allow for like for like comparison between different LAEP outputs, and to ensure that the data can be processed effectively by the network modelling tool. It should not require additional outputs to be produced but may require existing outputs to be transformed or reframed in a different way.

The Local Authority Common Ask consists of the Local Authority Common Ask definition in Microsoft Excel format (named Local Authority Common Ask Definition – Electric Vehicles) this guide and the associated checklist in Microsoft Word and PDF format, a series of example sheets filled out with data demonstrating the format that data should be returned in using CSV UTF-8 (Comma delimited) format, and a series of templates in Microsoft Excel Workbook format (CSV format available on request). The Local Authority Common Ask definition consists of a sheet describing the inputs required for the relevant technology. The document(s) to be returned are defined in the Local Authority Common Ask definition, which also specifies column naming, data types and includes a description of the data required for the column with examples. The Local Authority Common Ask definition itself does not need to be returned. Where templates are to be provided, these have already been partially filled out, and should be completed and returned in the same format as they are provided in. Apart from custom geographic area shapefiles, all documents returned should be in either CSV UTF-8 (Comma delimited) or Microsoft Excel Workbook format. The Local Authority Common Ask Questionnaire should be returned in Microsoft Excel Workbook format.

Note that where names are used for categorisation, then we ask that names match exactly with standard definitions, allowing no room for interpretation. This includes correctly matching the spelling, capitalisation and spaces present in the official definition of the name.

1.2 General guidance for preparing technology specific data

Existing data can be used as a basis for the data provided and convert it into the correct format to be used as an input for your local network operator’s analysis, as defined in the Local Authority Common Ask definition.

If the data template is used, then note that placeholder text has been included to indicate where the LAEP data will be needed to complete the file. Additional rows should be added so the data file encompasses all of the data contained within the LAEP, ranging across the different categories of data within the LAEP such as different geographical areas.

The “*unit*” column provided is for information only and should not be altered. The content of the column in the first row can be copied to all of the rows in the file.

The “*laep_name*” columns, which are present in all data templates to be returned, should contain a single name across all data and across all files which describes the LAEP work which the data

originates from. This will be used to label the data used in your local network operator's analysis to distinguish it from data from other LAEP projects.

Where the Local Authority Common Ask definition specifies a column for geographical area information, then the naming of standard geographical areas should exactly match the definitions found on the [ONS Open Geography Portal](#) for the relevant boundary. The geographical areas referenced here should match the resolution declared in the Local Authority Common Ask questionnaire for this technology. If using LSOAs, note that the "General Information" folder of the the Local Authority Common Ask contains lists of relevant LSOAs for your local network operator area for both 2011 and 2021 boundary definitions, both of which can be selected as the geographical area in the Local Authority Common Ask questionnaire. If the data uses a custom geographical definition for which a shapefile has been provided, then the names of areas in these columns should exactly match the names in the accompanying shapefile provided. Note that if your data is at a higher granular resolution than LSOA, then we ask for you to aggregate it to LSOA level before submitting it. This is to ensure only an appropriate level of data is shared, and to avoid intellectual property concerns about disclosing the details of modelling approaches. Wherever data is not provided for a specific geographical area, then data derived from your local network operator DFES will be used in its place. If your LAEP spans across multiple licence areas or DNOs and you are unable to resolve it to LSOA level, note that this data can be accepted, and will be processed to represent only the relevant contribution before it is used in modelling.

In some cases, there may be a trade-off between granularity in different categories, such as between high geographic granularity with data provided for years at set intervals and a lower geographic granularity with a full annualised forecast for every year between the base year and 2050. In these cases, the order of preference for granularity is first a preference for data resolved into archetypes that reflect the reference archetypes as closely as possible, then for geographic granularity, and finally for a full time series of data. This order of preference reflects the assumptions that must be made to convert the data into the right format where cannot be provided in the preferred data format. Where the Local Authority Common Ask definition specifies a column for categories referenced in an associated definitions file, then the naming of the categories in this column should exactly match the naming of the categories in the LAEP data from the relevant definitions file.

Where the Local Authority Common Ask definition allows columns for multiple years, then a base year column and a 2050 column must be included, but intermediate year columns should only be completed where output data from the LAEP is available for that year. The base year of the forecast will be taken as the first year for which any data is provided. If data for any years is not provided, then interpolation methods will be applied to create an annual forecast for use in your local network operator's forecasting tool. Note that a column should be included for every year between the base year and 2050 to clearly indicate the years for which data is provided.

The definition of a year can be given in the Local Authority Common Ask questionnaire for each technology by specifying the day of the year on which values apply. For LAEPs with shorter timescales, this information could have a significant impact on the rate of uptake expected by a target date. However, for some LAEP datasets, this information will be less critical as the longer timescales make differences in the day of the year that uptake applies minor, such as for 2050 net zero plans. If a date is not provided, then a default DFES date will be used in its place, so this information should only be provided if it is felt to be important for your case.

As the naming used in the categorical data columns are cross-referenced to other tables and data sources, it is important that the names used are precise to avoid any ambiguity when comparing names. For all files, we ask that the format of the names be carefully checked, including spelling, capitalisation and spaces, especially spaces that might occur at the end of names.

Note that if data is provided for fractions of LSOAs as defined in the “*non_standard_area_loa_definition*” file in the General Information folder, the data provided should only cover the fraction of the LSOA affected by the LAEP and should not be scaled up. If data is provided for a custom area defined in a geojson shapefile, then data should be relevant to the whole of the area referenced in the geojson file.

1.3 General guidance for completing definition templates

Where definition templates are provided, we are asking for an indication on how the categories used in the LAEP analysis correlate with the categories defined as an input for your local network operator’s modelling.

Each definition file contains at least 3 columns:

- Left: A column that is empty when the document is supplied and is to be filled out with the names of the category or categories that correspond to the template category.
- Middle: A column of the names of the categories used in your local network operator’s forecasting for quick reference.
- Right: A column giving the detailed definition of each category to allow you to establish how your categories align with the categories in the template.

laep_vehicle_definition	sfs_vehicle_definition	sfs_vehicle_definition_description
	PHEV_CAR	Body Type: Vehicles constructed for passenger carryi

Figure 1: The first line of the electric vehicle definition table.

There are the following options for defining categorisation matching:

- Where the category in the template aligns with a category in the LAEP data, then the category name from the LAEP data should be entered against the respective category in the template.
- Where the LAEP data uses broader definitions than are used in the template, then the same category name from the LAEP data can be provided against multiple template category names to indicate the template categories which should be combined to match the category in the LAEP data.
- Where the LAEP data uses more specific categories than are used in the template, then multiple LAEP category names can be provided against a single template category name to indicate the LAEP categories which should be combined to match the category in the template data.
 - For some technologies, this option is not available, as the process of converting this data to a usable format would require additional data to be provided, which could raise potential IP concerns about data sharing. Where this is the case, the LACA definition and the guide include it in their description of how to handle the definitions files for the relevant technologies. In this case, we would encourage you to perform the data aggregation before submitting the data to your local network operator, as you will have the greatest familiarity with the details of the data.
- Where there is not good alignment between LAEP and template categories, then categories should be aggregated to a level where agreement is possible. In extreme cases, all categories from the LAEP data could be aggregated into a single category, and disaggregation will be performed on the data using standard assumptions and methods.
- If a technology listed in a definition file is outside the scope of the LAEP work, then the column can be left blank to indicate there is no relevant data from the LAEP for this category, and standard data will be used in its place.

Note that for all LAEP archetypes defined in the definitions file, there should be corresponding data in the data files to avoid misinterpretation of the intention of the data.

2. ELECTRIC VEHICLE UPTAKE DATA

The DFES data which forms the basis of your local network operator's forecasting defines the number of EVs by LSOA as the number of EVs registered to addresses within a particular LSOA, as per the DVLA/DfT which it is based on. LAEP data provided should use this approach to allow for like comparisons between the datasets.

If data cannot be provided in the units of number of electric vehicles, then less preferable units of electric vehicle kilometres, or electric vehicle demand can be provided. These will be converted to a number of electric vehicles during the processing of your data using assumptions that align with the underlying SFS EV modelling methodology. Note that if you use these units, **we cannot accept data on the heavy duty vehicle types, being HGV, bus, minibuss and coach**. This is because the nature of the different usage of these vehicle types means that they are modelled fundamentally differently from the other vehicle types, so must be treated separately. When you provide data, we request that you still provide the definitions file, but that these options are left blank.

Note that an alternative unit of the number of electric vehicle charge points for home charging can be provided if the number of electric vehicles cannot be provided. This is less preferred as the values must be converted into a number of electric vehicles to align with the DFES data used for your local network operator forecasting, and this involves making assumptions about the correspondence between the number of charge points and number of vehicles. This will introduce differences between the way the LAEP provides data and how it is used in the modelling, which makes it a less preferred unit. **Due to the number of assumptions that must be made to convert from a number of charge points to a number of vehicles, those compiling LAEP data should be aware that it will have a significant impact on the amount of certainty in the conclusions of using their LAEP data for your local network operator's forecasting work.**

2.1 Electric Vehicle Definition

NOTE: If the less preferred units of home electric charge points is used, then the Electric Vehicle Definitions file does not need to be provided. When using this unit, heavy duty electric vehicles (HGV, bus, minibuss and coach data) will not be derived from the count of chargepoints, and DFES data will be used in its place. However, if the number of heavy vehicles is modelled separately from the number of chargepoints for other electric vehicles, this data can be provided alongside ChargePoint data. In this case, then the definition file should be provided with only entries next to the HGV, bus, minibuss and coach data completed in the laep_vehicle_definition column.

If using the more preferable but not optimal units of electricity demand or electric vehicle kilometers then note that this file should be provided as normal to indicate how these units are distributed between EV types, but that heavy vehicle types, being HGV, bus, minibuss and coach, should not be provided.

The definition document for Electric Vehicles is used to specify how the vehicle types used in the LAEP work correspond to the definitions of electric vehicles used in your local network operator's forecast modelling.

Please refer to the [general guidance on completing definition templates](#) for advice on how to complete the template.

laep_vehicle_definition	sfs_vehicle_definition	sfs_vehicle_definition_description
	PHEV_CAR	Body Type: Vehicles constructed for passenger carryi

Figure 2: The first line of the electric vehicle definition table.

2.2 Electric Vehicle Data Input

This file will contain the data describing electric vehicle uptake across the LAEP area between the base year and 2050, indexed by geographical area and vehicle definition. Please refer to the [general](#)

guidance on preparing technology specific data for advice on how to compile the data and checks to perform.

The file should contain the following columns:

- *laep_name* – this should be the universal name for the data from this LAEP, as described in the general advice section.
- *geographical_area* – this should be an index for the data describing the area which the row corresponds to, the definition of which matches the definition declared in the Local Authority Common Ask questionnaire, and is either a standard geographical area, or a custom area for which boundary data has been supplied.
- *laep_vehicle_definition* – this should be an index for the data describing vehicle technology which the row corresponds to, the naming of which should exactly match the naming in the “*laep_vehicle_definition*” column of the electric vehicle definition file. **NOTE: if the less preferred units of home electric charge points is used, then this should be left blank, unless supplying data for a combination of HGV, bus, minibus and coach vehicles. If HGV, bus, minibus or coach data is provided, the charge point data should be indicated by blank entries in this column, and the vehicle numbers should be provided alongside the charge point data with relevant entries in the *laep_vehicle_definition* column. If using the more preferable but not optimal units of electricity demand or electric vehicle kilometers, note that you will not be able to provide data for heavy duty vehicle types, being HGV, bus, minibus and coach.**
- Annualised data columns from base year to 2050 – there should be as many columns as required to span, with one column for each year. The unit of each column should correspond to the unit chosen in the questionnaire, and the value of each row in the column should be greater than or equal to zero.

<i>laep_name</i>	<i>geographical_area</i>	<i>laep_vehicle_definition</i>	unit	2023
TO BE COMPLETED BY LAEP PRACTITIONER - ADD ROWS FOR EACH COMBINATION OF GEOGRAPHICAL AREA AND ELECTRIC VEHICLE ARCHETYPE IN YOUR LAEP	TO BE COMPLETED BY LAEP PRACTITIONER - ADD ROWS FOR EACH COMBINATION OF GEOGRAPHICAL AREA AND ELECTRIC VEHICLE ARCHETYPE IN YOUR LAEP	TO BE COMPLETED BY LAEP PRACTITIONER - ADD ROWS FOR EACH COMBINATION OF GEOGRAPHICAL AREA AND ELECTRIC VEHICLE ARCHETYPE IN YOUR LAEP	Number of vehicles (individual units)	TO BE COMPLETED BY LAEP PRACTITIONER - COMPLETE ALL YEARS FOR WHICH YOUR LAEP REPORTS DATA

Figure 3: First row of Electric Vehicle data template including first year of data, with comments detailing how data should be entered shown.