



COTSWOLD DISTRICT COUNCIL

Council name	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	CABINET – 7 OCTOBER 2019
Report Number	AGENDA ITEM 11
Subject	ELECTRIC VEHICLE CHARGING POINTS
Wards affected	ALL
Accountable member	Cllr Rachel Coxcoon Cabinet Member for Planning Policy, Climate change and Energy Tel: Email: Rachel.coxcoon@cotswold.gov.uk
Accountable officer	Claire Locke Group Manager - Commissioning Tel: 01285 623427 Email: Claire.locke@publicagroup.uk
Summary/Purpose	To update Members on the procurement of a Framework for Electric Vehicle Charging Points and seek agreement on which funding model within that Framework the Council wishes to pursue and allocate funding to deliver installations.
Annexes	EXEMPT Annex A – Bidders and costs associated with each Lot. EXEMPT Annex B - Quality & Cost Evaluation Scores Annex C – UK operator tariffs Annex D – Comparison of estimated costs to the Council to deliver EVCP schemes using Lots 1, 2 or 3.
Recommendation/s	That Cabinet: (a) Awards Lots 1, 2 and 3 to the Contractors set out in Annex A to form the Framework Agreement. (b) Decides whether it wishes to utilise Lot 1, 2 or 3 for the installation of charging points in the district and either uses: i) Lot 1 – CDC fully funds ii) Lot 2 – CDC partially funds iii) Lot 3 - Supplier funds, and, (c) Allocates funding of up to £450,000 provided in the Medium Term Financial Strategy 2019-2028, to install charging points in the following locations: <ul style="list-style-type: none">• Public car park Cirencester (to include at least one of The Forum, The Brewery, The Old Station, Abbey Grounds and/or Sheep street (The Old Memorial Hospital))

	<ul style="list-style-type: none"> • Permit holders car park, Rugby Club, Cirencester • Public Car park Tetbury (either West street or Church Street) • Public car park, Rissington Road, Bourton on the Water • Public car park, Maugersbury Road, Stow on the Wold • Council Offices, Trinity Road • Packers Lease, Ubico depot
Corporate priorities	To address the Councils commitment to tackle climate change and become net carbon zero in its own operations as identified in the emerging Corporate Plan.
Key Decision	YES
Exempt	Exempt annexes- A and B
Consultees/ Consultation	None

1. BACKGROUND

- 1.1** In July 2019 the Council declared a state of climate emergency, and committed to carbon and energy targets. This will be a new priority within the emerging Corporate Strategy.
- 1.2** In 2014 the Council was successful in bidding for Government funding for rapid Electric Vehicle charging points and installed points in Old Market Way car park, Moreton in Marsh and in The Beeches car park, Cirencester. Usage of these charging points has steadily increased and as the number of electric vehicles on the road increases, so does the need for publically accessible charging points.
- 1.3** The Council commenced work on procurement of additional charging points in 2017 and initially a piece of work was undertaken to explore opportunities and offers from suppliers. This pre-market engagement took place in July 2017. Options to fully fund charging points or work in partnership with suppliers, receiving some subsidy but relinquishing some control were considered. It became clear that it was impossible for Members to make an informed decision on the route they wished to take without a full picture of the likely costs and benefits of each funding option. It was therefore decided that a procurement process which explored all the options would be preferable. Due to the potential value of the contract for EVCPs a full OJEU procurement process would be required to ensure the Council complied with EU legal requirements for procurement and its own procurement rules.
- 1.4** From December 2017 work therefore commenced on the procurement process and it was concluded rather than procure on a one-off basis for a set number of EVCPs in defined locations, a Framework agreement should be procured which would enable the Council to procure suppliers onto a list which it could then use repeatedly over the four year life of the agreement, to install more and more EVCPs as demand for them increased.
- 1.5** Following an initial request to Legal in March 2018 to produce draft contract documents for the procurement, it was concluded that the work required specialist legal input. A quote was obtained by an external firm of solicitors and a report taken to Cabinet in July 2018 seeking funding for the legal work. At the same time, West Oxfordshire District Council agreed to jointly fund this work. Publica's joint procurement for both Councils, halved the costs for this Council and is likely to have resulted in better EVCPs prices being submitted due to economies of scale.
- 1.6** There were considerable delays in obtaining the final complex legal documents through external solicitors, to support this. The OJEU notice was posted on 22nd May 2019 and tenders were received mid-July. A thorough evaluation process then took place through July and early August.

2. FRAMEWORK PROCUREMENT

- 2.1** Annex A sets out the successful bidders against each lot and enables a comparison of costs and benefits for each of those Lots.

2.2 The Lots offer the following options:

- **Lot 1** – basic purchasing agreement with the Council fully funding the EVCPs and setting all criteria and policy eg. where the points are installed, what charges apply etc.
- **Lot 2** – partnership arrangement, Council part fund but some subsidy provided by supplier in return for certain conditions being met. This relates predominantly to income share and the term of the contract.
- **Lot 3** – Supplier would fund and dictate terms. In this scenario the Council could, for example, provide the land i.e. car parking spaces (possibly with a rental income) and the supplier would fund the installation and maintenance of the points but also take receipt of all income.

2.3 Lot 1 enables the Council to maintain total control but may mean a relatively small number of EVCPs can be installed with the funding available. With Lot 3 the Council has an enabling role and could result in far more charging points being installed if they are seen as being financially viable by the private sector.

2.4 Evaluation of tenders - The Council received tenders from six bidders, most of them bid for a number of lots; this is shown in Annex A. The Council evaluated each bid based on set quality criteria, the scores for each bidder can be found in Annex B. One of the bidders was not successful as their tender did not meet the quality criteria. All of the remaining bidders submitted good quality bids and have been allocated to different Lots on the Framework.

2.5 A maximum of three bidders are awarded to each Lot, this means that when the Council wants to undertake some work it will run a mini competition with those three suppliers to ensure it gets value for money. This is a quick and simple process as all suppliers have already been assessed as providing good quality products and services and therefore is just an evaluation of price based on the site specific requirements.

2.6 Lot 3a only received two bids but both were judged to be satisfactory so were awarded to that Lot.

2.7 The prices submitted are set out in Annex B. The price for the EVCPs themselves and ongoing maintenance and management costs should remain fairly constant however the cost of installation may vary greatly and Members are advised to regard the installation costs provided as indicative only. Due to the excavations required, the fact Cirencester car parks will require Historic England Consent (due to Scheduled Ancient Monument status) and the complexities sometimes involved in extending cabling, the Officer view is that an installation cost of £5000 is conservative. The more EVCPs that are installed in one location the cheaper proportionately this installation cost will become. As the installation cost is likely to be a significant proportion of the overall cost, it is preferable to enter dialogue with suppliers once a Lot has been selected and seek their advice on the siting of points. This should ensure locations are selected which avoid the need for extensive trenching and cabling and keep costs to a minimum.

- 2.8** For this reason this report does not identify specific car parks in Cirencester or Tetbury, as there are a number which could be utilised. Works are already planned to refurbish the Rissington Road carpark and to create a permit holders car park at the Rugby Club, Cirencester and it would therefore be prudent to install charging points as part of that work.
- 2.9** The Waterloo car park is not included as there are already charging points incorporated into the design for the decked car park and the costs for those will be considered as part of the wider business case.
- 2.10** Despite the costs provided by suppliers the installation costs will remain an unknown until site surveys have been carried out.
- 2.11** Charger Type - There are a range of charging points available that charge at varying speeds. Slow, Fast and Rapid chargers can be installed with Rapid enabling the quickest charge (typically 80% charge in 30 minutes) but also being most expensive. Fast chargers take between 1–2 hours for a 22kW charger and 3-5 hours for a 7kW chargers to fully charge and Slow chargers take up to 12 hours to charge.
- 2.12** The Council considered that both Fast and Rapid chargers may be appropriate in different locations. For example, Rapid chargers will be needed where motorists are likely to park for short periods of time and be passing through or where there may be a high operational demand i.e. Ubico depot, whereas Fast chargers are more appropriate for destination charging where motorists will be parking for longer periods i.e. the Permit holders carpark at the Rugby Club which will be used predominantly by commuters.
- 2.13** Number to be installed - The Council is committed to achieving net zero carbon however it needs to balance the current and short - medium term demand for charging points against the current demand for parking. Parking spaces served by Charging points will be designated for electric vehicles only so motorists don't arrive to find they are occupied by motorists in non-electric cars. This will effectively reduce parking availability for non-electric cars, at a time when there is a lack of capacity specifically in Cirencester but also elsewhere in the district during certain times of the year.
- 2.14** The Council should therefore plan to install chargers now but also utilise the Framework to install chargers over future years as demand grows.
- 2.15** Advantages and disadvantages of different Lots – Under Lot 1 the Council has total control and can set charges at its own discretion. The Council's current charge points cost £4.00 per charge which was initially set on a cost recovery basis to include the cost of parking for 1 hour and the revenue costs associated with the electricity usage, and externalised maintenance and management of the charging points. These were installed some years ago and it is now common practice to charge per KW hour so the customer is only paying proportionately for the amount of electricity they use, although other costs can be incorporated into this fee.

- 2.16** Under Lot 2 or 3 the supplier would influence or control the fee setting which could see fees for charging being set higher however, it would reduce the financial risk for the Council and allow a greater number of charging points to be delivered for the same level of investment.
- 2.17** Annex C provides information on fees and chargers for charge point operators in the UK.

3. FINANCIAL IMPLICATIONS

- 3.1** The Council has set aside £350,000 to deliver EVCPs in the Medium Term Financial Strategy. Annex D illustrates the estimated cost to deliver the proposed EVCP schemes in the district using each Lot.
- 3.2** Lot 1 would cost the Council in the region of £900,000 but would generate an income. A separate report will be brought forward if Lot 1 is selected enabling members to decide if they wish to set charges which just cover revenue costs (maintenance, management and electricity costs) or wish to charge a competitive tariff which also seeks to recover at least part of the Councils original capital investment. For tariffs to remain competitive income is unlikely to enable significant recovery of capital and income would remain a significant risk. Therefore a decision should be taken on the outline capital requirement without a reliance on income. Further work to assess this will be undertaken if Lot 1 is selected.
- 3.3** Lot 2 would cost in the region of £640,000 and may result in some income share.
- 3.4** Lot 3 could be delivered at no cost to the Council but would not generate an income. It should be noted that Lot 3 may not result in EVCP installation in all the locations the Council has identified as the supplier will consider whether the location is commercially viable. In this case the Council could use Lot 1 to plug the gap effectively utilising two Lots to manage cost against delivery but this would be delivered in two phases.
- 3.5** It should be noted that with Climate Change high on the national agenda, Government has announced some funding for EVCPs however it is not yet clear whether the Council will be able to draw down on this funding. The Council will bid if any relevant funding pots become available which may then shape the subsequent investment in EVCP.

4. LEGAL IMPLICATIONS

- 4.1** The Framework has been subject to an OJEU procurement process and a draft contract has already been prepared.

5. RISK ASSESSMENT

- 5.1** The technology in this field is constantly advancing. For this reason the Framework is for four years only and will be refreshed after 4 years to ensure the latest suppliers and technology are available to the Council. The Council will only enter into a contractor with a supplier for a maximum of 5 years for the same reason as we do not want to be tied into equipment that become obsolete and could be replaced by more energy efficient technology.

6. EQUALITIES IMPACT

- 6.1** EVCP machines will be Disability Discrimination Act compliant.

7. CLIMATE CHANGE IMPLICATIONS

- 7.1** The installation of electric vehicle charging points will enable residents to have the confidence to invest in electric cars and increase the uptake in the district. Electric cars produce substantially lower emissions than petrol or diesel cars even taking into account how the electricity is generated. Air quality will be improved because electric vehicles do not produce any greenhouse gas exhaust emissions. Even plug-in hybrid vehicles have significantly lower average emissions than internal combustion engine vehicles.

8. ALTERNATIVE OPTIONS

- 8.1** The Council could choose to let the market dictate where EVCPs are installed in its district and not invest in this technology or install them in its car parks but this will delay the provision of EVCP infrastructure.

9. BACKGROUND PAPERS

None