

FROM: BUSINESS DEVELOPMENT DIRECTOR

**SUBJECT: SOUTH YORKSHIRE ELECTRIC VEHICLE
CHARGE POINT PROGRAMME**

DATE OF MEETING: 02 MARCH 2022

Forum	SMT	GMB	STOB	TEB	MCA	A&RC	Approval/ Information
Report schedule/date	02/03	X	X	X	X	X	Approval

EXECUTIVE SUMMARY

This report provides an update on the countywide Charge Point Programme and seeks approval for SYPTE to progress with the installation of Electric Vehicle charge points at various Park and Ride sites across the county, funded from a grant awarded to SYPTE from SYMCA.

1. REASON FOR REPORT

This report updates SMT on the South Yorkshire Electric Vehicle Charge Point Programme and seeks approval to draw down SYMCA grant funding and enter into contract with a preferred supplier.

It should be noted that the grant needs to be awarded by SYMCA to beneficiaries or delivery partners by 31 March 2022, in line with the grant conditions.

2. RECOMMENDATIONS

It is recommended that SMT:

2.1 Approve acceptance of a grant award to SYPTE from SYMCA in the sum of £532,195 for the delivery of Electric Vehicle Charging Infrastructure (EVCI) at various SYPTE owned/managed Park & Ride locations across South Yorkshire. The terms and conditions of the grant award to be set out in a formal SYMCA Grant Agreement issued to SYPTE.

2.2 Approve SYPTE placing an order with the SYMCA approved supplier of EVCI, EB Charging Ltd, up to the value of the grant, £532,195 for the installation of up to 50 chargepoint units.

3. BACKGROUND INFORMATION

3.1 South Yorkshire EV Charging Programme

On 13 September 2021, the SYMCA Housing and Infrastructure Board approved a Full Business Case to deliver EV Charging Points across South Yorkshire funded from the Government's Get Britain Building Fund (GBF).

The Project aims to deliver the purchase and installation of up to 109 charging points and associated infrastructure, providing up to 218 charging bays for use by battery-powered electric vehicles (BEVs) at car park locations across South Yorkshire.

The Project has been developed in conjunction with the four local authorities and SYPTE supported by consultant ARUP who have developed a site prioritisation methodology to score and rank proposed sites across the region.

Potential locations have been assessed against key relevant policies in the MCA's Transport Strategy as well as potential for early delivery, in order to produce a countywide prioritised list of sites which can be taken forward to scheme delivery.

The selection of final installation locations is dependent on obtaining approvals to access and use the prioritised sites and confirming the affordability of new or upgraded electricity supply connections during the next stage of scheme development.

The table below highlights the proposed funding allocations to each delivery organisation

Breakdown by delivery organisation

	Fast (7kW)	Fast (22kW)	Rapid	Total	Cost Estimate	
Barnsley	13	0	2	15	£ 275,384.98	15%
Doncaster	9	0	1	10	£ 166,422.22	9%
Rotherham	10	0	4	14	£ 343,660.20	19%
Sheffield	13	2	5	20	£ 482,337.53	27%
SYPTE	50	0	0	50	£ 532,195.06	30%
Total	95	2	12	109	£ 1,800,000.00	100%

3.2 Procurement of a Supplier

It was agreed at an early stage that procurement should be conducted by one single organisation acting as Lead Buyer on behalf of all other organisations. Barnsley MBC have assumed this lead role and have undertaken a procurement exercise to appoint a framework supplier of 'end to end' EVCI services.

The contract is being offered under the Crown Commercial Service (CCS) Dynamic Purchasing System (DPS) agreement, RM6213 Vehicle Charging Infrastructure Solutions. The CCS framework offers a specific arrangement known as 'Clustering' that allows groups of organisations to procure through a single supplier with one organisation acting as Lead Buyer.

The contract will be for a fixed term of 5 years. Orders can be placed by the cluster organisations at any point within the 5 year contract.

Tenders were returned on the 07 December 2021 from 5 companies and following a detailed tender evaluation the contract has been awarded to EB Charging Ltd.

Each Cluster member will place orders directly with the preferred supplier to enable delivery of the proposed programme using the available grant funding. Each Cluster member will then be able to continue to place further orders with the supplier for the duration of the contract up to the end of the contract term as further funding becomes available i.e. TCF up to the maximum contract value £10m.

SYPTE is not required to place any orders through the contract and there is no minimum order requirement on any of the Cluster Members.

3.3 SYPTE Scope of Works (indicative only at this stage)

An internal SYPTE review of the ARUP countywide prioritised list has generated an initial preferred list of SYPTE sites as detailed in the table below. Initial thinking is that whilst the percentage of EV ownership is still comparatively low, having more locations would seem to be more important than having more facilities at fewer locations. Also this initial investment will help SYPTE prepare for the growing demand for EV points at its sites.

Location	District	Mode	Existing Parking Spaces	No of Fast Chargers 7kw (indicative)
Elsecar Park and Ride	Barnsley	Rail	79	2
Adwick Park and Ride	Doncaster	Rail	185	3
Bentley Park and Ride	Doncaster	Rail	92	2
Doncaster North Park and Ride	Doncaster	Bus	338	3
Doncaster South Park and Ride	Doncaster	Bus	389	3
Kirk Sandall Park and Ride	Doncaster	Rail	62	2
White Rose Way Park and Ride	Doncaster	Bus	255	2
Swinton Park and Ride	Rotherham	Train	173	3
Malin Bridge Park and Ride	Sheffield	Tram	104	4
Nunnery Square Park and Ride	Sheffield	Tram	377	5
Middlewood Park and Ride	Sheffield	Bus Tram	343	4
Barnsley Rail Station	Barnsley	Train	84	5
Halfway Park and Ride	Sheffield	Tram	190	4
Meadowhall Park and Ride	Sheffield	Tram Train Bus	136	5
Dore & Totley Park & Ride	Sheffield	Train	130	3

The number of sites and charging points are currently based on generic ARUP cost estimates and may change once the preferred bidder is on board and a more detailed scope and cost determined based upon a detailed site survey and liaison with the distribution network operator (DNO).

The full costs of all infrastructure required including the charge points, survey works, civils works, signage, bay-marking and crash protection, and all electrical infrastructures including installation and DNO costs for new electrical connections or modifications to existing electrical supplies will be included in

the purchase cost (excludes costs of new or alterations to existing Meter locations, to be funded by SYPTE).

The Supplier will provide a full back office/chargepoint management system (CPMS) and payment service compliant with the payment card industry security standard (PCI-DSS) and will provide a 24/7 support service for users.

3.4 Grant Agreement

SYPTE have been provided with a copy of the draft funding agreement from SYMCA. This is based upon the generic standard template applied to all capital schemes and has been shared with SYPTE's Principal Solicitor for comment.

By accepting the funding grant SYPTE will be responsible for:-

- Placing orders with the preferred supplier contracted for the works
- Overseeing delivery of the programme on SYPTE land to the quality agreed, project managing the supplier installing the EV charge points, and ensuring compliance with necessary legal, planning and operational requirements
- Maintaining constant review of the project costs through the installation process and propose options to the SYMCA for consideration for scaling up / scaling down the delivery programme to fit the allocated budget as a result of unforeseen project cost changes
- Signing off the installations and Invoicing the SYMCA in arrears for the completed works
- Taking ownership of the installed EV charge points and related infrastructure
- Monitoring use once installed and operational over the proceeding 5 year period and reporting this quarterly to SYMCA
- Developing a pricing schedule for EV charge points, in liaison with the other delivery partners, and collecting revenue and paying electricity connection bills to cover/contribute to operation and maintenance costs over the 5 year period once installed and operational
- Attending a South Yorkshire EVCP Programme Steering Group comprising SYMCA and five delivery partners, and the appointed supplier, to monitor performance in delivering the whole programme and share ideas, challenges, issues etc, and report to SYMCA on any proposed fundamental divergencies from the agreed programme.

A detailed programme of works has yet to be developed but it assumed at this stage that all works could be delivered in 2022.

3.5 Revenue implications

SYPTE will be responsible for all ongoing operating costs associated with EVCI following installation during the lifetime of the (5 year) contract, it is assumed these costs broadly fall into the following three categories:-

- Operation and Maintenance (O&M) - £100 per unit
- Chargepoint Management System (CPMS) - £224 per unit
* *The above rates are taken from the supplier contract*
- Electricity to power the units (standing charge)

Based upon the assumption that SYPTE install 50 units the current estimated annual operating cost is forecast to be in the region of £25,000. At the time of writing it is proposed to further explore the breakdown of the CPMS rate to determine if there is an opportunity to capitalise a proportion of these costs.

The above takes no account of the potential income generated from the use of the EVCI which will be retained by SYPTE and be ring fenced to offset some of the operating costs. It is difficult to predict the potential income from the EVCI at this stage as the growth profile of the EV market is uncertain and depends on policy and incentives as well as consumer behaviour. To give a feel for the level of revenue income required to break-even, each unit installed on average would have to generate a daily income of c£1.37 plus the cost of the electricity consumed.

It is assumed therefore that £25,000 should be seen as SYPTE's maximum liability for ongoing annual operating costs and that the expectation is that this figure will be reduced from income generated from usage and the potential to capitalise some of the CPMS costs.

The EVCI will be the property of SYPTE and at the end of the initial 5-year contract period SYMCA will need to procure for an ongoing O&M and CPMS contract to enable the EVCI to continue to function.

4. **IMPLICATIONS**

4.1 **CONTRIBUTION TO SYPTE BUSINESS PLAN DELIVERY**

<input checked="" type="checkbox"/>	Promote the use of public transport and maximise patronage
<input checked="" type="checkbox"/>	Make the most of new technology to improve public transport services
<input type="checkbox"/>	Work with partners to reduce the impact public transport has on Air Quality and the Environment
<input type="checkbox"/>	Get the best return for the region from our investment in public transport

4.2 **RISK**

None	Associated Risk Reference(s) from risk register
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Describe existing or new risks as a result of this paper and any mitigations which are available.

Ongoing revenue implications and budget – see financial implications at 4.3
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4.3 **FINANCIAL**

<input checked="" type="checkbox"/> Existing Budget	<input checked="" type="checkbox"/> No Budget
<input type="checkbox"/> No Financial Implications	

Budget code to be used to fund:	
If capital, specify capital funding source available:	Get Building Fund (capital) £532,195

	Revenue – subject to approval as part of 2022/23 budget-setting			
If virement specify which budget code:				
Have Finance been consulted?	Yes	✓	No	

The revenue implications are set out in section 3.5. It may be possible to offset the ongoing running costs through a charging policy, but there is no certainty at this stage on what if any charges will apply. Approval to set the revenue budget at £25k per annum will therefore be based on the assumption that charging income will be minimal.

The key risk associated with ongoing running costs is – depending on usage – around electricity consumption charges. With the expected substantial increases in utility costs, there will be an impact on the breakeven point.

4.4 LEGAL AND FREEDOM OF INFORMATION ACT

Y N

Does the report contain information which is potentially exempt from the Freedom of Information Act?

	✓
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Are there any exceptions to Standing Orders which need approval?

	✓
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Other Legal Implications

✓	
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Description of any implications if box ticked:

- **Agreement on the terms and conditions set out in the SYMCA grant Funding Agreement.**
- **The EV units will also need to be added to the insurance cover at each P&R site**
- **Any legal and financial requirements arising from the CPMS**

4.5 INFORMATION TECHNOLOGY IMPLICATIONS

Have IT been consulted on the proposals in this paper and do the recommendations require amendments or new IT software systems or infrastructure?

✓	Yes
	No

If yes, please describe:

To be confirmed once EVCI scope/system better understood – but as a minimum is likely to involve giving access to an external system

4.6 GENERAL DATA PROTECTION REGULATION

Y N

Does the paper have implications for the handling, transfer, processing or management of customer or other personal data?

	✓
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Is there a requirement to conduct a Privacy Impact Assessment?
If so, please include as an appendix.

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Data retention requirements

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Other Data implications

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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4.7 HUMAN RESOURCE IMPLICATIONS

Have HR been consulted on the proposals in this paper?

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

Does the paper have implications for any of the following;? **No**

<input type="checkbox"/>	Individual job roles/responsibilities/grades	<input type="checkbox"/>	Resources
<input type="checkbox"/>	Skills requirements, e.g. training needs	<input type="checkbox"/>	Policies and procedures

4.8 EQUALITY AND DIVERSITY

Does the paper have implications for any of the following;? **No**

<input type="checkbox"/>	Age	<input type="checkbox"/>	Disability
<input type="checkbox"/>	Gender	<input type="checkbox"/>	Gender reassignment
<input type="checkbox"/>	Marriage and civil partnership	<input type="checkbox"/>	Religion or belief
<input type="checkbox"/>	Pregnancy and maternity	<input type="checkbox"/>	Race
<input type="checkbox"/>	Sexual orientation		

Is an Equality Impact Assessment (EIA) needed	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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4.9 COMMUNICATIONS AND STAKEHOLDER MANAGEMENT

Does the paper have implications for any of the following;

<input checked="" type="checkbox"/>	Stakeholders	<input checked="" type="checkbox"/>	Internal communications
<input type="checkbox"/>	Media and Press (including reactive communications)	<input checked="" type="checkbox"/>	Marketing plans and campaigns
<input type="checkbox"/>	SCR Mayoral activities (presenting either a risk or opportunity)	<input type="checkbox"/>	No communications and stakeholder implications

No Mayoral Briefing Document is required.

4.10 ENVIRONMENTAL STRATEGY IMPLICATIONS

Do the recommendations in this paper change **SYLTE's** environmental impact?

<input checked="" type="checkbox"/>	Yes
<input type="checkbox"/>	No

If yes, please describe:

The main sustainability impacts of this project are making it easier for drivers to switch to an electric vehicle by improving the countywide charging infrastructure. This has multiple benefits, from reducing GHG emissions from car use by switching from petrol/diesel to electricity, to reducing pollution and improving air quality. Improving public charging infrastructure also has the social benefit of allowing those with no off-street parking to charge an EV.

4.11 CHANGE MANAGEMENT IMPLICATIONS

Does the paper result in any significant change management activity;

A Business Case is required to proceed
 Managed through BAU change activities

A Project Initiation Document is required to proceed
 No change management implications

Author: Steve Mullett

Email: steve.mullett@southyorkshire-ca.gov.uk