

<b>Environment Committee</b>	
<b>Meeting Date</b>	30th June 2022
<b>Report Title</b>	Procurement of Electric Vehicle Charge Points
<b>EMT Lead</b>	Emma Wiggins – Director of Regeneration and Neighbourhoods
<b>Head of Service</b>	Martyn Cassell – Head of Environment and Leisure
<b>Lead Officer</b>	Grace Couch – Climate and Ecological Emergency Project Officer
<b>Classification</b>	<b>Open</b>
<b>Recommendations</b>	<ol style="list-style-type: none"> <li>1. The Committee approves the appointment of Pod Point Limited via the Vehicle Charging Infrastructure 2 (VCI 2) ESPO Framework 636_21 from 15 July 2022 for the completion of works set out in Swale Borough Council's On-Street Residential Charge Point Grant, at a value of £148,554.57 (+ VAT)</li> <li>2. That the Environment Committee approve delegated authority to the Head of Environment and Leisure in consultation with the Chair of the Environment Committee to purchase charge point equipment from Pod Point Limited.</li> </ol>

## **1 Purpose of Report and Executive Summary**

- 1.1 Swale Borough Council has been awarded £106,465.93 by the Office for Zero Emission Vehicles On-Street Residential Charge Point Scheme. The Council recommends awarding the work to Pod Point Limited via the Vehicle Charging Infrastructure 2 (VCI 2) ESPO Framework 636\_21 to provide 10 twin electric vehicle charge points and associated works.
- 1.2 This report summarises the procurement process and its results, and seeks Committee approval of the recommended supplier.

## **2 Background**

- 2.1 The On-Street Residential Charge Point Scheme (hereafter 'ORCS') Grant has been awarded to fund chargepoints in Swale. The maximum amount of grant payable for the funding period between 29 April 2022 and 30 September 2022 will be £106,560 – 75% of the total project costs (excluding VAT).
- 2.2 A framework is an agreement between a contracting authority (such as Eastern Shires Purchasing Organisation (ESPO)) and one or more suppliers which establishes the terms under which a supplier will enter into a contract with a member in the period during which the framework agreement applies. In effect, this means that the Council is able to use this contract arranged by ESPO without having to go out to tender itself.

- 2.3 ESPO is a public sector owned professional buying organisation (PBO), specialising in providing a wide range of goods and services to the public sector for over 40 years. It offers a comprehensive, one-stop shop solution of over 25,000 catalogue products, 120 frameworks and bespoke procurement services, all with free support and advice available. With the tender process already conducted by ESPO, it is economically advantageous to use a framework in this instance.
- 2.4 The ESPO framework provides access to a vast range of vehicle charging infrastructure solutions including fast/rapid and ultra-rapid electric vehicle chargers and compatible back office solutions from market leading suppliers. Awarded suppliers are able to supply, deliver, install and commission electric vehicle charge points to organisation specifications, with the latest technology being available. Purchase and lease options are both offered. Service and maintenance of existing EVCPs, consultancy services and emerging technologies, including battery energy storage, vehicle to grid, car port chargers, wireless chargers, bi-directional chargers, integrated sockets, mobile chargers, bus chargers and opportunity chargers, are also available.
- 2.5 By utilising the ESPO framework for direct award the Council is able to complete the installation of the charge points within the funding period set by the Office for Zero Emission Vehicles. Additionally, existing charge points in Swale Borough Council car parks (18 twin charge points across 4 sites) are supplied and managed by Pod Point Limited, therefore providing continuity within our car parks, with ease of use for customers. The Council also has first hand experience of the high quality service provided.
- 2.6 Charge Point equipment is being procured to install additional charge points at Rose Street Car Park (Sheerness) and create new charging hubs at Queens Hall Car Park (Faversham) and Albany Road Car Park (Sittingbourne). Charge point installation is required to encourage the transition to Electric Vehicles, which is essential to meet the council's target of net-zero emissions across the borough by 2030. This complements ambitions set out in the (DRAFT) Electric Vehicle Strategy 2022-2030, including the focus on 'charging hubs' in SBC car parks.
- 2.7 We have utilised data to understand where there is demand for EV charging. As part of our bid to ORCS, the Energy Saving Trust completed analysis of 'on-street charging demand' within the Swale borough. This was used to provide a shortlist of car parks most suitable to install charge points designed for slow, overnight charging for residents without access to off-street charging (e.g. those without driveways). These car parks were matched with local knowledge to provide the final locations for the ORCS application and subsequently funded charge points.
- 2.8 Additionally, data from Ringo parking transaction in our car parks demonstrates that EV charging has increased in Swale in the last year. The EV market share of parking transactions has increased from 1.87% in 2019/20 to 3.41%, representing a total of 12,266 transactions in SBC car parks.
- 2.9 Charge Point Locations:

Site no.	Car Park	Postcode	No. points	No. sockets
1	Queens Hall	ME13 8QE	3	6
2	Albany Road	ME10 1EB	3	6
3	Rose Street	ME12 1AJ	4	8
Total			10	20

- 2.10 3 x twin charge points are being installed at each location to increase the value for money of the ground works and Distribution Network Operator (hereafter 'DNO' costs from UK Power Networks (where required). At Rose Street, where there is already a DNO connection, it is necessary to remove 1 x existing 22kw twin charge point and install 4 x 7kw twin charge points to gain additional value for money by installing an array load balancing system and works that are required to future proof the site. Overall, there will be a net-gain of 18 twin charge points in Swale. The 22kw charge point that will be removed will be relocated at a more suitable site in the future.
- 2.11 The Pod Point Twin Charger is a dual Type 2-socketed vehicle charger suitable for commercial and public installations. The Twin charger is available for both single & 3 Phase electrical supplies and is compliant with a pay-as-you-go charging system for drivers. Every Twin charger includes and ships with a surface mount foundation plate. Specific models of the Twin Charger are RFID enabled, making them dual authenticating chargers.
- 2.12 The scope of works includes:
- i. Provision of new power supply
  - ii. Civil and groundworks
  - iii. Electrical works
  - iv. Managed installation
  - v. 3 years smart reporting
  - vi. 3 years warranty
  - vii. Commissioning
  - viii. Delivery
- 2.13 Pod Point have confirmed that they meet the requirements for applications to ORCS, having completed applications with other local authorities in the past. UK Power Networks have been consulted by Pod Point to provide quotes for the DNO costs, including in the overall costs for this project.

### **3 Proposals**

- 3.1 The Committee approves the appointment of Pod Point Limited via the Vehicle Charging Infrastructure 2 (VCI 2) ESPO Framework 636\_21 from 15 July 2022 for the completion of works set out in Swale Borough Council's On-Street Residential Charge Point Grant, at a value of £148,554.57 (+ VAT)

- 3.2 That the Environment Committee approve delegated authority to the Head of Environment and Leisure in consultation with the Chair of the Environment Committee to purchase charge point equipment from Pod Point Limited.

## **4 Alternative Options**

- 4.1 To 'do nothing', or not approve the direct award to Pod Point Limited, would result in a failure to meet the funding period set out by the Office for Zero Emission Vehicles, resulting in repaying the grant, increased officer time to resubmit an application and slower progress on the Climate and Ecological Emergency Action Plan aim to install charge point infrastructure in Swale.
- 4.2 The Committee could choose to award the works to a different contractor in the ESPO framework. This would prevent consistency across the charging infrastructure in our car parks, confusing our EV charging offer and complicating the customer experience. Additionally, we would not have the same first hand understanding of the quality of the product in which we do with Pod Point Limited, despite the reassurances of utilising a reputable framework agreement.
- 4.3 The Committee could choose to complete a full open tender process. This would also prevent installation being completed within the funding window, resulting in repaying the grant, increased officer time to resubmit an application and slower progress on the Climate and Ecological Emergency Action Plan aim to install charge point infrastructure in Swale. There is also no guarantee that Pod Point Limited would be the successful tender in this round, therefore reducing consistency of offer in our car parks.

## **5 Consultation Undertaken or Proposed**

- 5.1 In a survey conducted between 24<sup>th</sup> May – 7<sup>th</sup> July 2021, 267 respondents provided answers on plans for potential new EV charge points in the borough. Important findings from the survey include:
- i. 12.2% of respondents currently own an electric vehicle or plug-in hybrid
  - ii. 36.22% of respondents indicated that they intend to purchase an electric vehicle or plug-in hybrid within the next 5 years
  - iii. 58.66% indicated that they would 'strongly support' an EV charge point being installed in a car park near their place of residence
  - iv. When asked where they would like to see charge points installed in Swale, an overwhelming number of responses included 'all SBC car parks'
- 5.2 As can be seen in another item of this Committee, there is a wealth of data reported through the Electric Vehicle Strategy 2022-2030 consultation to justify the installation of additional charge point infrastructure. This includes 70% of respondents stating that they either 'agree' or 'strongly agree' with the principle aims of the Strategy, one of which is to pursue 'charging hubs' in SBC car parks.

## 6 Implications

Issue	Implications								
Corporate Plan	<p>Appointing a contractor that meets a good quality standard as set out via the ESPO Framework and provides the scheme of works within the funding period of the On-Street Residential Charge Point Scheme contributes towards the corporate priorities, most specifically “Investing in our environment and responding positively to global challenges”.</p>								
Financial, Resource and Property	<p>While this report requires the approval of the anticipated spend, 75% of the total cost has been provided by the Office for Zero Emission Vehicles via a successful grant award from the On-Street Residential Charge Point Scheme. The remaining 25% was allocated from the Improvement &amp; Resilience fund in 2021.</p> <p>Anticipated spend via the ESPO charging infrastructure framework is £148,554.57 (+ VAT):</p> <table border="1" data-bbox="493 936 1430 1129"> <tbody> <tr> <td>Total Works</td> <td>£148,554.57</td> </tr> <tr> <td>ORCS 75%</td> <td>£106,465.93</td> </tr> <tr> <td>SBC 25%</td> <td>£35,488.64</td> </tr> <tr> <td><i>Works not covered by ORCS (warranty &amp; smart reporting)</i></td> <td>£6,600.00</td> </tr> </tbody> </table> <p>Payment of grant is to be in the following manner: 75% of the grant upon acceptance of the Grant Offer Letter, and 25% upon completion of the project. No money is to be paid in respect of a chargepoint unless (i) that chargepoint was installed before the end of the funding period and (ii) that chargepoint is fully functioning.</p> <p>At the time of writing, the quotes from UK Power Network (DNO) included in the above works are being refreshed (standard procedure). It is likely that where some sites may go up and others may go down, the total project costs will stay the same. However, in the instance that they increase, the additional costs will be within the allocated budget for EV charging from the Improvement and Resilience Fund. To meet the project deadlines set by OZEV, it was essential to approve the works with Pod Point Ltd despite this.</p>	Total Works	£148,554.57	ORCS 75%	£106,465.93	SBC 25%	£35,488.64	<i>Works not covered by ORCS (warranty &amp; smart reporting)</i>	£6,600.00
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Legal, Statutory and Procurement	<p>The proposed framework agreement has met the Public Contract Regulations. The Council will ensure that the correct procurement procedure under the framework will be followed.</p>								

	<p>Mid Kent Legal Services and Finance have approved the Grant Award Offer from the Office for Zero Emission Vehicles.</p> <p>This contract award meets the National Procurement Policy Statement national priority outcome for tackling climate change and reducing waste.</p>
Crime and Disorder	<p>The (draft) Electric Vehicle Strategy 2022-2030, also presented to this Committee, sets out the essential design and site considerations that must be taken to discourage crime and disorder. Although yet to be adopted, these criteria have been adhered to in the scope of works. Pod Point Limited charging equipment also 'designs out' opportunities for crime and disorder, such as no use of cash and being robust to vandalism.</p>
Environment and Climate/Ecological Emergency	<p>The Climate and Ecological Emergency is recognised as the biggest global challenge this generation will face. Electric Vehicles are integral to reducing emissions and halting global warming. Encouraging low emission vehicles also contributes to improving air quality in the borough.</p>
Health and Wellbeing	<p>Improved air quality, as a result of the switch to electric vehicles, will have a positive impact on the health of residents, with a recognition of the need to encourage EV update both in AQMA areas and within the industries which travel through them most often.</p>
Safeguarding of Children, Young People and Vulnerable Adults	<p>None identified at this stage.</p>
Risk Management and Health and Safety	<p>The evaluation scheme of the ESPO charging infrastructure framework included assessment of health and safety procedures.</p> <p>Application to the On-Street Residential Charge Scheme also required adherence to the Minimum Technical Specifications, including IET Code of Practice for Electric Vehicle Charging Equipment Installation; Electric Safety, Quality and Continuity Regulations 2002; Electrical Equipment (Safety) Regulations 2016.</p> <p>Pod Point Limited have provided evidence that they meet the Minimum Technical Specifications and have completed ORCS grant works for other local authorities in the past.</p> <p>The (draft) Electric Vehicle Strategy 2022-2030, also presented to this Committee, sets out the essential design and site considerations that must be taken to manage health and safety. Although yet to be adopted, these criteria have been adhered to in the scope of works. Including: equipment installation should be in accordance with the Institution of Engineering and Technology's</p>

	<p>'IET Code of Practice for Electric Vehicle Charging Equipment' ISBN:184919839X</p>
<p>Equality and Diversity</p>	<p>The (draft) Electric Vehicle Strategy 2022-2030, also presented to this Committee, sets out the essential design and site considerations that must be taken to ensure inclusivity. Although yet to be adopted, these criteria have been adhered to in the scope of works. Including:</p> <ul style="list-style-type: none"> <li>• Easy to use for disabled users - there should be a sufficient distance of level surface around the charge point to allow easy access to the charge point by wheelchair users on the footway. Other considerations include having a dropped curb where required, ensuring the slant of the screen is appropriate for people with visual impairments, and other measures.</li> <li>• Interoperability - Ensuring charge points can be used by all vehicle makes and models</li> <li>• Ensuring drivers do not need to sign up to a specific network for membership in order to charge</li> <li>• Ideally chargers should be within close proximity to the residence or destination of the users.</li> </ul> <p>The criteria of the ORCS grant, and additional assessment by the Energy Saving Trust, has ensured that charge points are to be installed where on-street charging demand is highest. By following demand in this way, and installing charge points for public use, the Council is increasing the accessibility of EV ownership for all residents.</p>
<p>Privacy and Data Protection</p>	<p>By awarding the contract to Pod Point Limited for these works, as the charge point manager and servicer, they privacy and data protection will be their responsibility e.g. we will not own the data.</p> <p>Pod Point Limited use a Smart Reporting System. The SRS is a cloud-based system, accessed by web browser. PP systems utilise Amazon Web Services, for secure storage of data. AWS are compliant with ISO/IEC 27001:2013.</p>

## 7 Appendices

7.1 There are no appendices.