EV Charging Infrastructure Business Plan: For the period from June 2020 – Dec 2025/2030

Executive Portfolio Holder:	*Cllr Sarah Dyke, Environment*
Director:	*Clare Pestell, Commercial Services and Income Generation*
Service Manager:	*James Divall, Income Opportunities Development Manager* *Vicki Dawson (Environment CoP lead)*
Contact Details:	James.divall@southsomerset.gov.uk and vicki.dawson@southsomerset.gov.uk

Section 1: Business Plan Executive Summary

1.1 Introduction and Service Background

The UK is legally bound by the Climate Change Act to reduce its emissions by a least 80% below 1990 levels by 2050. Ultra-low emission vehicles (ULEVs) will be key to delivery of emission reductions. ULEVs are vehicles with zero or near-zero tailpipe emissions which make use of electricity from an increasingly decarbonised power sector. The ability to charge these vehicles, via charging points, is a major factor in the potential uptake of EV's.

A survey of public attitudes towards electrical vehicles by the department for transport (DfT) in 2016 identified recharging as the most important factor deterring people from buying an electrical car or van. 45% of driving licence holders surveyed reported charging as a deterring factor. These licence holders listed concerns about the availability of charging points, including lack of charging points in their area and lack of knowledge of where charging points are.

In May 2019 South Somerset District Council acknowledged a Climate Emergency. This action sparked an increased priority in a range of green initiatives led by the council's Environment Community of Practice (CoP) working group. One such project was the development of Electrical Vehicle Charging points across South Somerset. This project had already started with the 2019 successful £90k grant application from Highway England to create three EV charger hubs along the A303 Corridor. The locations are Wincanton, Ilchester and Ilminster. This project also established an EV charger pilot for South Somerset to engage with industry suppliers and learn important information in order to establish a larger network supply across the District.

The report 'Plugging The Gap: An Assessment of Future Demand of Britain's Electric Vehicle Public Charging Network' sets out to meet future growth of EV's in Great Britain to 2030. Future scenarios for EV uptake are in line with those developed by the Committee on Climate Change (CCC) in its 2015 advice to Government on the fifth Carbon Budget. Through this business case we align our work and explore the impact on a number of important factors on the optimal type of EV charging infrastructure likely to be required to 2030 such as:

- Increased battery range
- The number and pattern of trips taken using EVs
- The availability of different types of chargers and their associated charging speed and times

A moment of opportunity?

Pollution and greenhouse gas emission have fallen across continents, as countries try to

contain the spread of the new Coronavirus. It is all aimed at controlling the spread of Covid-19 and reducing the death toll. However, this change has also led to some unexpected consequences. As industries, transport networks and business have closed down, it has brought a sudden drop in carbon emissions. Compared with this time last year, levels of pollution in New York, China, Italy and the UK have all reduced by large percentages due to the measures put in place to reduce the virus spread.

So why a need to act?

- In South Somerset, 42% of our carbon emissions emanate from transport, most from private vehicle use.
- The Government have in place legislation to stop the sale of new Diesel and Petrol cars by 2040, likely to be brought forward to 2035 at the latest.
- To support the transition to electric vehicles, public charging infrastructure is needed in South Somerset, especially in public car parks. Currently South Somerset has installed 3 Rapid chargers in SSDC car parks near the A303. Somerton, Langport and Milborne Port councils in South Somerset have also installed EV charging in their carparks.
- There is a demand for EV charging. A recent Somerset community survey highlighted that more people would switch to the EV if there were more charging facilities.
- Support for workers, residents and visitors driving EVs across SSDC is needed to continue improving access to EV Charging, which will increase a faster switch to electric transport, support green tourism and simulate other green transport opportunities. Further reducing air pollution and greenhouse gasses.

An Electronic Vehicle Charger Network for South Somerset

To date, SSDC has conducted extensive research into procuring a district wide EV Charging infrastructure network and the learning from the 3 Rapid Charging hubs installed at SSDC car parks. We have explored the options of going with the EPSO 636 Framework and the Central Southern Regional Framework for Electric Vehicle Charging Infrastructure for EV Charging network installers.

However, they would not give us the opportunity to specify renewable energy supply and the electrical connection would not be retained by SSDC, nor would SSDC have any input into the service provision and ensure the customer experience is good. There is also the risk that as the Frameworks are not open to full market EV Charging providers, SSDC wouldn't necessarily get the best provider for the requirements and potentially receive negative feedback from other network providers/installers that are unable to tender as they are not on the procurement framework list.

1.2 Mission Statement, Aims, and Objectives

The following mission statement, aims and objectives restate our founding principles for this area and provide a basis for measuring achievement. The service manager / lead specialist will report to the council Senior Leadership Team annually on progress in relation to our stated objectives.

1.2.1 Mission Statement

Enable South Somerset residents, businesses and visitors to convert to low emission vehicles to help reduce transport related emissions and to promote more sustainable forms of transport. This is to be achieved by installing a network of charging points that caters for their respective needs and encourages further uptake of low emission vehicles, without impacting any other pavement users or sustainable modes of transport'

1.2.2. Aims

The proposed EV Charging infrastructure programme aims to:

- Provide an innovative, efficient and effective Council that will install, develop and operate a network of EV chargers for South Somerset visitors and residents.
- Create a clear, achievable strategic delivery plan for an EV Charging network in SSDC car parks, enabling South Somerset District Council to help meet the objectives of its Environment Strategy and climate change action plan.
- Improved resident and customer perceptions, exceeding their expectations in terms of the availability, accessibility and value of the EV Charger network
- Support and input to the creation of environmental community value and infrastructure: i.e. exploit opportunities to integrate green energy solutions etc. alongside the core project deliverables
- Deploy an outreach programme to educate and advise wider community around EV/Green transport and energy solutions.
- Work with partners, installers and EV operators to maximise awareness and usage, through marketing and media to promote the use of electrical vehicles and make our District a cleaner, healthier and more environmentally friendly place to live.
- Ensure that the procurement maximises the effectiveness of the £250,000 South Somerset District Council funding available to:
    - Reduce carbon emissions from transport in South Somerset
    - Maximise the number of EV charging point locations
    - Maximise use of EV charging points
    - Stimulate growth in low carbon transportation

SSDC will ensure that all current and future work streams including the proposed partnership work with DELETTI compliments the cross county work on an EV Strategy for Somerset.

1.2.3. Objectives

The key objectives of the role are aligned with meeting the SSDC Vision and Commercial Strategy. This includes 5 key headlines:

- **Provision: Deliver an electrical vehicle charging network** that meets the demands of residents, businesses and visitors in the context of wider transport aims. To ensure that a cohesive approach is taken to network development aligning, supporting and integrating

with other green infrastructure developments (large and small) and partners. e.g. Highways England, Private enterprises, Parish Town Councils.

- **Environment: Carbon focussed objective**: Clear and tangible carbon reduction being achieved through uptake of EVs by creating an accessible charging network.

- **Growth: Ensure the charging network has capacity for further expansion**: the network installed needs to be easily expandable in the future, when electric vehicle uptake increases and there is more demand for suitable infrastructure.

- **Commercial: Maximise value for installer & South Somerset District Council**: To put in place a commercially viable partnership with a long-term perspective to achieve a financial return from the operation. South Somerset District Council will make sure that all available funding and revenue including government grants and partnerships with private companies providing profit shares are taken into consideration.

- **Measurement:** Number of installations across SSDC car parks and estate. Number of users will give an average quantity of CO2 and NO2 saved.

1.3. Vision and Values: Transformation and Commercial Approach to Business Planning

While the mission statement says what we do, the vision sets out our aspirations for the future, and the council's direction of travel.

1.3.1. Council Vision:

- To ensure SSDC stay on top of emerging technologies and charging options as they develop. This will help ensure that the infrastructure remains fit for purpose and continues to meet the needs and demands of customers.

- Review potential and options for expanding the Phase 1 network.

- By workshop, consider future development looking at other potential uses including:
    - SSDC specialist fleet charging
    - Electrical bike provision
    - Potential EV taxi and bus provision (if need is identified)
    - Public charging across further SSDC locations
    - Work with authority and partners to develop charging facilities for alternative modes of transport
    - Work with other Somerset authorities to develop a county wide EV charging network based on the same principals; and encourage SCC to install on-street EV charging for residents that are without off street parking for EV charging.

1.3.2. Values:

With the SSDC Vision and Commercial Strategy in mind, the service has established a business plan that is more agile and adaptive to the modern working environment, establishing tools, resources and work streams needed to support SSDC Managers and enhance business and service delivery.

The service is committed to the new Council Vision, Commercial Strategy and South Somerset District Council's Attitude and Approaches Framework.

Section 2: Core Business Plan Content

2.1. Business Opportunities

SSDC has the opportunity to partner the DELETTI (Devon Low Carbon Energy & Transport Technology Innovator) project to deliver EV Charging and renewable energy infrastructure across the SSDC car park estates and to integrate it with renewable energy power supply, in accordance with our Environment Strategy delivery plan.

DELETTI is a European Regional Development Fund (ERDF) part-funded programme that aims to continue Devon's low carbon transport and energy transformation, through the expansion of Electric Vehicle Charge Points (EVCPs), solar carports and developing new, local energy models.

This procurement aims to deliver the EVCPs associated with the project at a required minimum of 25 locations (Across the whole project). Predominately in public car parks across Devon; and with SSDC District Executive agreement, South Somerset car parks too (South Somerset aims to deliver a minimum of 17 sites with aspirations for 25. This is potentially between 34 to 150 new EV charging points).

The proposed locations will be public car parks where the grid connection is viable and linking renewable energy with EV charging via Solar Carports. DCC will procure a Private Sector Partner (PSP) to design, build, operate and maintain charge points through a concessions arrangement.

The PSP will be provided with £10,000 per location as an incentive and contribution towards the costs. This provides great value for money against our investment as the initial work SSDC had completed to date with the Highways England funded programme has seen an average of £35,000 for each rapid charger covering the costs of groundworks, equipment, installation and commissioning.

SSDC would then work with DCC on an option to non-exclusively use the chosen PSP for future electric vehicle charging point projects, if additional funding becomes available in future.

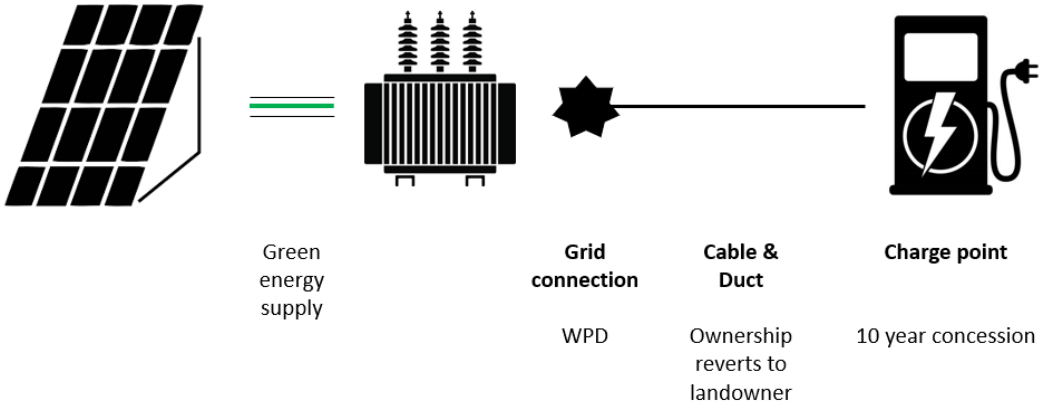
The benefit of the DELETTI project is: an independent assessment by Cenex (UK's first Centre of Excellence for Low Carbon and Fuel Cell technologies) comparing the Deletti model to the main suppliers of 'zero cost' charge points (BP Chargemaster, JoJu, Instavolt, Podpoint) concluded none of them match the DELETTI approach. This retains ownership of the cabling, concessions contract with supplier and renewable energy power supply, potentially with direct solar canopy provision.

- Devon County Council (DCC) will provide at no cost to partners:
  - Project management of development and works
  - Procurement
  - Concessions Agreement, Lease and associated legal support

Delivery model

DCC will procure a PSP to design, build, operate and maintain charge points through a concessions arrangement. The PSP will be provided with £10,000 per location contribution

towards costs. The PSP will be granted a 10-year lease for the EV Charge Points locations, with an option to renew.



Under the terms of the lease, ownership of the equipment from the grid connection (to the Distribution Network or indirectly to the Distribution Network via a point specified by the client) to the EVCPs including cabling and conduits, will revert to the landowner upon expiry of the lease and/or concessions agreement.

The supplier will be responsible for all installation works and costs, including any fees payable to Western Power Distribution (WPD)/Scottish and Southern Electricity Networks (SSEN) and appropriate parking bay marking and signing. The exception being the Phase 1A sites that will arrange for the grid connection, and will install ducting to a NAL socket and concrete base, to allow for the EVCPs to be installed.

The EVCPs must be supplied with Renewable Energy (as defined by Ofgem), with a minimum requirement for a Green Energy Tariff, with all of the supply of energy to the charge points matched by renewable energy by a licenced supplier. DCC will require Annual Fuel Mix Disclosure, reporting if a Green Energy Tariff will be used[1], with high percentages of renewable energy (solar, wind, hydro, biogas, energy from waste, biomass). This data will be available to SSDC via the partnership agreement.

Suppliers are encouraged to deliver “sleeved” renewable energy, particularly from local sites to further improve the low carbon credentials of the charge points.

Locations

This procurement must deliver EVCPs at a minimum of 25 locations in total across Devon and South Somerset. The site list for SSDC is included in Appendix 5. The price element of this procurement will be awarded on a “price per site” basis, with the best scoring price being the tender that can deliver the most sites for the £250,000 (South Somerset) funding available.

Sites have been split into phases:

[1] See: https://www.ofgem.gov.uk/environmental-programmes/rego/energy-suppliers/fuel-mix-disclosure

Phase 1: These sites must be delivered through the procurement process. These sites are in existing car parks in Devon and all connection and installation works must be arranged by the supplier.

Phase 1A: These sites must also be delivered through the procurement process. These sites are at new development car parks in Devon. The new developments will arrange for the grid connection, and will install ducting to a NAL socket and concrete base, to allow a EVCP to be installed. The supplier must arrange all other works.

Phase 1B: These sites must be delivered through the procurement process. These sites are in existing car parks in South Somerset and all connection and installation works must be arranged by the supplier.

Phase 2: These are sites we would like to deliver through the procurement if funding allows. Suppliers should confirm how many of the Phase 2 sites they will be able to deliver with the funds available. All connection and installation works must be arranged by the supplier.

The proposed locations for both South Somerset and Devon are highlighted in appendix 5.

Site Information, charge points quantity and specifications

A site information pack containing relevant site details will be completed in preparation for tender. A detailed account of site information, charge point quantities per location, EV charger specifications and payment options can be found in appendix 7.

2.1.1. Business services improvements

To meet the SSDC Commercial Strategy and to improve the District Council's profile and client offer; some new initiatives and resources are needed. These will be included within the new business plan and established under the Service Manager's/ Lead Specialists role to be used across the local authority:

- Installing EV charging at SSDC locations is part of the strategy to carbon neutrality by 2030, and support the transition to electrified transport – current legislation to ban all new fossil fuelled vehicles is 2040 but likely to be revised to 2035 at the latest.

- Installing EV charging at SSDC locations will enable the council to switch its fleet to EVs reducing running costs and help with the council's ambition to be net carbon zero by 2030 (the SSDC carbon calculations for 2017/18 shows fuel purchases for the SSDC fleet is a large proportion of the council's carbon footprint.)

- Supporting opportunities for electric community transport to emerge across the district.
- Help to reduce air pollution.
- Support greener tourism by promoting to EV drivers the charging network across Devon into South Somerset including at/near our open spaces.
- Support our planning policy to encourage low carbon transport.
- Benefit businesses where the EV charging will be located as drivers will be spending money while they wait for their EV to charge 1-3 hours.

We need to promote the use of our South Somerset District Council Design principles to encourage us to take action in our day to day work to improve our services for customers. See examples found in appendix 2.

2.1.2. Timescale of the plan

Month	Action
17/07/2020	District Executive Committee: Funding confirmed (£10,000 per location) for launch of DELETTI invitation to tender.
24/07/2020	Release of invitation to tender
14/08/2020	Deadline for clarification questions
04/09/2020	Return of Invitation to tender
09/10/2020	Award recommendation
02/11/2020	End of standstill and award of contract
30/11/2020	Contract commencement
11/02/2022	EV Charge Point delivery complete across Devon & South Somerset (Due to covid-19 crisis, extensions are possible but not guaranteed and would need to be agreed by project partners and for Devon only; the ministry of Housing, Communities and Local Government

A detailed project programme should be included in submissions. In accordance with the Concessions Agreement, the PSP will need to show progress against this programme throughout 2021.

The wider DELETTI project includes an "Exit Strategy" including communications and promotional activities relating to the EVCPs and other elements of the project that will take place until September 2022.

2.2. Measureable Outcomes: 2018 to 2021

Measurable outcomes are aligned with our key objectives of the service (section 1.2.3) and are meet the SSDC Commercial Strategy and wider Council Vision.

Additionally, improvements needed for our Environment Community of Practice (CoP), which will align with our Council Plan themes and objectives are highlighted below:

2.2.1 Measureable outcomes as per the key performance measure indicator plan (KPIs):

- facilitating the growth of electric vehicles for both personal and operational use
- reducing the level of particulates in the district

2.2.2 Income generation or service yield targets

- Shared income/profit split with EV Charging service provider. Projected to be £1,000 per location per year, over the ten years. Allowing for a share of advertising income which would increase income substantially (see DELETTI doc).

2.2.3 Outcomes achieved to date this year (2019-20)

- Identification of SSDC car parks for EV Charging. 3 rapid chargers have been installed in Wincanton, Ilminster and Ilchester. The next phase is to install a wider network of EV chargers supplied by renewable generated electricity. DELETTI project partnership will enable joining EV charging network with neighbouring county and continue a unified network from the A303 and tourism routes.

2.3 Financial forecast

A successful year will be measured from a number of factors, from our financial yield improvements to income generation in accordance with Commercial Strategy objective of an annual improvement in yield of 5% per annum as well as the Environmental impact that this project will provide.

It's important to note that the South Somerset District Council investment would be on top of the Devon secured programme budget of £1.3m including a secured £817,712 from the European Regional Development Fund.

The tables below shown in appendix 3 highlights the indicative income and expenditure forecast as well as the cash flow forecast.

2.4. Marketing Plan

The marketing plan identifies EV Charger Network specific area of potential business development opportunity:

- Installing a network with Devon to increase green tourism to South Somerset.
- Promotion of EV charging to support more people to switch to EVs and charge while using SSDC car parks.
- Enable staff cars and SSDC fleet to charge at SSDC locations, reducing reliance on fossil fuelled vehicle, reduce SSDC fuel costs and carbon footprint.
- Solar installation may enable income generation via EV charging or local business use. This also meets the priority outcome of the environment strategy: We will reduce our reliance on fossil fuels by;
    - switching to renewable sources of energy
    - raising expectations of developers
    - investigating in additional green energy investments

2.4.1. Key selling points of this service and approach are:

- The DELETTI programme will deliver carbon savings of a minimum of 309 tonnes per year through the generation of renewable energy and reducing the use of fossil fuels.
- DELETTI aims to deliver charge points in as many publicly accessible sites in Devon and South Somerset as possible, for the least cost and restrictions to landowners; but the maximum benefit for citizens. A detailed table of aspects and benefits of the partnership can be found in appendix 3.

2.5. Risk Analysis

Inevitably, there are some risks associated with implementing this business plan. The main ones are:

- Not meeting the time scales for funding to go forward with the DELETTI project. DELETTI has ERDF funding for 60%, land owners/councils need to provide 40% of the funding which equates to £10,000 per installation.

- Not having enough viable locations to be included in the DELETTI project. They require a minimum of 25 sites across all partners to make the project financially viable.

- Installer for the tender is unable to complete the installations within time frame or goes into liquidation during the lease.

- Financial risk if not enough EV drivers use the charging stations then the profit split would not happen.

- Risk to not partnering the DELETTI project:

    - having to go out to tender costing SSDC time and money and not meeting our plan to install EV Charging in 2020/2021, not achieving the same installations as Devon to link in with a wider charging network and attract tourists.

    - A delay would reduce the number of people switching to EVs and impacting on carbon reduction and air pollution

2.6 Environmental impact and assessment

This element of the plan is intended to provide a basic overview of how you can create a strong business plan that highlights not only the economic potential of the project but also the environmental and social benefits it will create. Innovative business ideas have the power not just to generate income, but solve critical environmental problems and transform the communities that we serve as well.

The assessment tool in Appendix 5, highlights and rationalises how the project will preserve or enhance the environment, and how it will support the wider community.

Section 3. Conclusion:

This plan seeks to identify the steps that will be taken to ensure the future success of the EV Charger Network service for the benefit of the Council and its residents.

- This is a moment of opportunity joining with the Devon wide DELETTI EV charging project linking in with green tourism from our neighbouring county.

- DCC will lead on the project and support the ongoing staffing, saving SSDC staffing time and costs.

- This is an opportunity to be a part of an innovative EV charging and renewable energy supply project which is supported by Cenex - the Low Carbon and Fuel Cells Centre of Excellence; (an independent non-profit research and consultancy that helps private and public sector organisations devise Ultra Low Emission Vehicle strategies).

- This project supports our strategy to install EV charging in SSDC car parks and low emission transport and travel in the district.

- To share our experience with other local authorities who look to SSDC for leading the way.

- Opportunities to add renewable energy generation (and potentially battery storage) if the network can support this; linking to income generation from energy supply as well as shared profit from EV charging.

- This project would complement the county wide EV charging network.

The proposed programme meets a number of key corporate objectives including:

Corporate plan 2020- 2024: Priority project 8: desired outcomes:

- To be in the forefront of the transition for electric vehicles and supporting the development of charging points.

Key milestones:

- Qtr 1-2: Tender to go out for network of EV charge points across the District
- Qtr 4: Work to begin on EV charge point network beginning in Devon into South Somerset

South Somerset District Council would benefit from entering into a partnership with DELETTI and Devon County Council to establish a EV charging network programme for South Somerset viable sites, which will be supplied by renewable energy.

Appendices:

Appendix 1: Business service improvements

Design Principles	How we will meet them?
Focus on the customer experience	Provide EV charging in key SSDC car parks. The lease to the EV charging provider ensures they respond to customer issues quickly and efficiently to ensure an excellent user experience.
Fewest number of steps for the customer	Specification requires EV charging to be contactless card payable not membership required. Charging infrastructure will be serviced by the installer with lease agreement to include quick and satisfactory repair times for good customer experience.
Keep customers informed	Promoted on SSDC car park listing, EV charging network maps.
Digital by default	EV Charging will be smart and digital enabled.
Resolve issues first time	As in the lease requirements for the EV charging network provider.
Collect less & tell us once	
Use our skills & expertise effectively	Sharing knowledge with the DELETTI project partners and our skills and knowledge to enhance the project and support shared learning to others.
Efficient working	DELETTI enables shored and efficient project plan and deployment.
Use technology to help ensure compliance	Engaging with leaders in the EV charging infrastructure and DELETTI being a Cenex approved project
Real time measures to improve	
Support customers to do more	
Proactively prevent and shape demand	Learning for the data of users will enable us to plan and expand the EV charging network on SSDC estates and encourage other businesses to install EV Charging.

Appendix 2: Key selling points of the DELETTI EV Charger network programme

Aspect	Benefit
Charge points owned and operated by a supplier which is managed by a concession's agreement and lease	• No cost to the landowner • Landowner has ability to remove if performance not acceptable
Maximum lease length of 10 years	• Gives landowners flexibility to respond to future changes
Minimum of dual 22kW charge points with load management providing AC and DC charging	• Ensure as wide a range of historic, current and future EVs can use the charge points as possible • AC makes up 70% of the current market but new models are all going to include DC charging capability • Impact on electricity network minimised, reducing negative impact on future charge points expansion or renewables
High levels of interoperability with payment possible using Contactless technology	• Ensure take up of services by not having requirement for membership
Electricity supplied from renewable sources through a 'sleeving arrangement'	• Ensures zero carbon travel and supports councils net zero targets • Sleeving is a more robust form of low carbon energy compared to 'green tariff's which risks claims of green washing.
Landowner access to charge point data	• Support development of council policy and future works
Buy-out and termination clauses for sites	• Enables landowner to sell land • Minimises financial impact to cost of removal and installation at new site
No exclusivity over the car park for the supplier	• Enables landowner to install further charge points and respond to technological developments
Cable connecting the charge point to electricity network is owned by the landowner	• Reduces the costs and risks associated with changing supplier
Landowner receives share of gross revenue (charging revenue and any supplemental income)	• Increases attractiveness of opportunity ensuring best service • Income prediction over the ten years (appendix 3) but allows for share of advertising income which would increase income substantially
Landowner has option to keep parking enforcement	• No loss of pay and display income
Best practice or better response times	• Ensures good levels of service for EV users • Growing number of reports of public charge points not being available and landowners having difficulty getting problems resolved
Ongoing management of concessions agreement in partnership with DCC	• Reduces ongoing cost for landowner

Appendix 3: Finances

Indicative income and expenditure forecast

	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
	£	£	£	£	£	£
INVESTMENT REQUIRED	250,000					
TOTAL INCOME (ESTIMATED)		23,000	23,000	23,000	23,000	23,000
Cumulative Retained Earnings		23,000	46,000	69,000	92,000	115,000

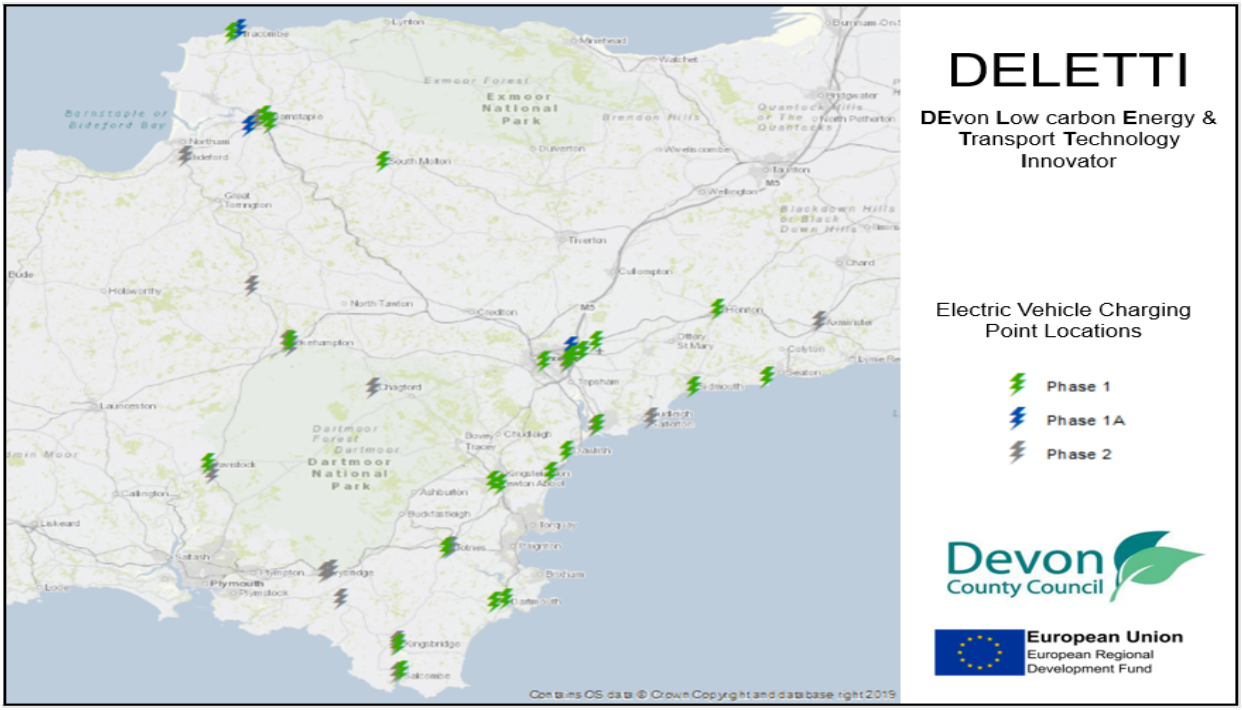
Appendix 4: Business Plan Green Assessment

Products	**Yes**	**No**	**Comments**
1. Can you use locally sourced materials to produce or support it?			Unlikely as all EV chargers are made using components from outside the UK. Charging provider will be UK based.
2. Can you use sustainable or recycled goods to produce / run it?	Y		They will be recyclable under WEEE. EV chargers enable sustainable emission free transport in the community and reduce the number of polluting vehicles on the road.
3. How can you minimise the waste and harm to the environment during the production of the product?			Will request details in the tender to include environmental credentials of the EV Charging manufactured products e.g. ISO 14001
Service	**Yes**	**No**	**Comments**
1. Will your service reduce greenhouse gas emissions?	Y		Increasing EV Charging will support the transition to electric vehicles, reducing use of combustion vehicles which will reduce pollution and greenhouse gases.
2. Will it provide opportunities for green-job training?	Y		Could create opportunities for more local EV charging providers, green jobs around electric transport and green travel.
3. Will it provide consumers / customers with an opportunity to reduce their own environmental impact?	Y		Enables customers/visitors/community to switch to electric transport to reduce their environmental impact.
Internal operations	**Yes**	**No**	**Comments**
1. How will you minimise waste generated by your business?			
2. How will you reduce greenhouse gas emissions associated with your business activities?	Y		Enables people to switch to an EV by providing a charging network across the district.
3. How will you conserve natural resources as part of your operations?			

4. How will you conserve energy?	Y		Electric transport uses less energy and produces no tailpipe emissions. The power will be supplied by renewable energy,
5. How will you create a green supply chain?			
6. How will you educate employees about the green initiatives?	Y		Events around the charging infrastructure and EV driving. Promotion of the charging network, encourage electric car share schemes across the district.
7. How will you monitor and report progress on your green initiatives?	Y		Usage will be monitored and regularly reported.
Local Community and Economy	**Yes**	**No**	**Comments**
1. How will your business affect local businesses and the wider community?	Y		Enable EV drivers to visit the locations, encourage greener travel, reduce emissions, encourage greener tourism, be put on EV charging maps
2. Will your business stimulate economic growth for your community as a whole?	Y		Will attract new customers and visitors in EVs and they will spend money in the locations of the charging stations while they wait for the vehicle to charge.
3. What will the project provide to the wider community in terms of community benefit?	Y		Provide accessible EV charging for the community and visitors/ customers which will reduce air pollution, encourage quicker transition to electric transport, support electric car share opportunities.

Appendix 5: Devon and South Somerset proposed DELETTI EV Charger network locations

Devon:



South Somerset proposed locations (17) of EV Charging points (min 34 units)

1. Yeovil Country Park & Ninesprings Café, Yeovil, Somerset, BA20 1QZ
2. Huish Car Park, Yeovil, Somerset, BA20 1AQ
3. Prigg Lane Car Park, Prigg Lane, South Petherton, TA13 5BX
4. Car Park, Carrington Way, Wincanton, Somerset, BA9 9JS
5. Lidl Car Park South Street Crewkerne
6. SSDC Council Offices, Brympton Way, Yeovil, Somerset, BA20 2HT
7. Peters Way Car Park, Yeovil, Somerset, BA20 1UN
8. YEOVIL RECREATION GROUND CAR PARK, Yeovil, Somerset, BA21 4AW
9. Westlands Entertainment Complex Car Park, Yeovil, Somerset, BA21 4AW
10. Stars Lane Car Park, Yeovil, Somerset, BA20 1NR
11. Milbrook Gardens Car Park, Castle Cary, Somerset, BA7 7EE
12. Town Hall Car Park, Milborne Port, Sherborne, Dorset, DT9 5DG
13. South Street Market Car Park, Yeovil, Somerset, BA20 1QH
14. Bath Street, Chard, TA20 2ET
15. Moorlands Park, North Street, Martock TA12 6DH
16. Orchard Vale, Wharf Lane, Ilminster TA19 0EF
17. Ham Hill Road, Stoke Sub Hamdon, TA14 6RL

Further investigations are being conducted into sites at:

1. Chard Reservoir, Touches Lane, Chard, TA20 1HU
2. Yeovil Innovations Centre. Copse Road. Yeovil. BA22 8RN

3. Millers Garage, 22A East Street, Crewkerne, TA18 7AG
4. Ham Hill Country Park, Stoke Sub Hamdon, TA14 6RW

The sites confirmation is still dependent on DNO investigations and site assessment in partnership with DELETTI and the PSP. Some sites are more attractive to PSP's than others, and discussion will be ongoing through the contract to ensure we achieve a balance between the community need and the operators need for income. It is a dynamic that we also need to consider including the legalities (access) and physical viability of the sites.

Appendix 6: OLEV minimum technical specifications

1.0	GENERAL
	References to standards of regulations are to the current edition of such standards or regulations at the time of the installation.
	In cases of apparent inconsistency in installation requirements, the IET Wiring Regulations (BS 7671) shall take precedence.
2.0	INSTALLATION
	This specification is for the charging equipment only and not the final installation. However, it is required that the final installation will be in accordance with the IET Wiring Regulations (BS 7671); the recommendations of the IET Code of Practice for Electric Vehicle Charging Equipment Installations (as amended); Electricity Safety, Quality and Continuity Regulations and all other applicable standards.
	Installations on the public highway shall use a contractor registered through the Highways and Electrical Registration Scheme (HERS).
	Charging Equipment shall be installed in accordance with BS EN 61851.
	The electrical supply of the final installation should allow the charging equipment to operate at full rated capacity. Where local supply constraints prevent operation at full rated capacity, the charging equipment shall be classified according to actual output capacity.
	The design of the charging equipment shall permit compliance with the requirements of BS 8300:2009+A1:2010.
3.0	CHARGING EQUIPMENT – COMMON REQUIREMENTS
	Charging equipment shall be CE marked in accordance with EC Directive 768/2008/EC.
	Details of any precautions necessary to ensure safe operation with Active Implantable Medical Devices shall be provided and must also be clearly displayed on the charging equipment.
	Charging equipment shall be compliant with: • BS EN 61851 Part 1 • Electromagnetic Compatibility Regulations 2006 • Electrical Equipment Safety Regulations 1994
	BS EN 62196 Mode 1 or Mode 2 charging shall not be compliant with this specification.
	Charging equipment shall utilise socket outlets (BS EN 61851:1 Case A2 or B2 connection) or tethered cables (BS EN 61851:1 Case C connection).
	Where multiple outlets are provided the charging equipment shall be classified according to the output power delivered at each outlet with all outlets operating simultaneously.
	For AC charging equipment: • AC charging equipment output power shall be measured or calculated at a nominal supply voltage of 230Vac single-phase or 400Vac three-phase. • AC charging equipment shall be compliant with BS EN 61851 Part 22 • AC charging equipment shall use BS EN 62196 Mode 3 charging.

	• AC charging equipment socket outlets (where used) shall be BS EN 62196 Type 2.
	For DC charging equipment: • DC charging equipment shall be compliant with BS EN 61851 Part 23 • DC charging equipment shall use BS EN 62196 Mode 4 charging
	For charging equipment with embedded generation capability (V2X): • Charging equipment with embedded generation capability of up to and including 16A per phase shall be compliant with ENA Engineering Recommendation G83. • Charging equipment with embedded generation capability greater than 16A per phase shall be compliant with ENA Engineering Recommendation G59.
3.1	CHARGING OUTLETS
	The following outlet configurations are permitted, noting the requirements in 1.7.2 above for High levels of interoperability. • Fast AC (22kW-to 23kW) • Semi-Rapid AC (23kW to 43kW) • Rapid AC (43kW to 44kW) • Fast DC (22kW) • Semi-Rapid DC (22kW to 50kW) • Rapid DC (50kW to 62.5kW) • Ultra-Rapid DC (62.5kW to 400kW)
4.0	LOCATION – GENERAL
	Where installed in an outdoor location, the charging equipment shall meet the minimum IP ratings set out in BS EN 61851:1.
4.1	LOCATION – PUBLIC (UNRESTRICTED ACCESS)
	AC charging equipment shall be fitted with a BS EN 62196 Type 2 socket outlet.
	DC charging equipment shall provide vehicle connectors compatible with both the CHAdeMO and Combined Charging System 'Combo 2' (EN 62196-3) standards.
	Rapid charging equipment shall be supplied with both AC and DC outlets.
	Where supplied integral to DC charging equipment, fast or semi-rapid three-phase AC outlets (22kW or greater) shall be permitted.
5.0	USER INTERFACE - GENERAL
	Charging equipment status shall be indicated using lights, LEDs or display.
5.1	USER INTERFACE – PUBLIC (UNRESTRICTED ACCESS)
	Charging equipment shall be fitted with a payment/access control (as appropriate) mechanism.
	Charging equipment shall display instructions for payment/access (as appropriate) and equipment operation. Details of approach shall be provided.
	Charging equipment shall allow use on an ad hoc basis without entering into an ongoing contract or membership scheme with the operator concerned as required by the Alternative Fuel Infrastructure Regulations. Details of operation shall be provided.
6.0	DATA REQUIREMENTS
	Data communications to allow remote data collection shall be provided.
	Each outlet shall provide measurement of energy supplied, to be output to both display (where fitted) and data acquisition system. Where a MID approved meter is not used details of metering and accuracy shall be provided.

Appendix 7: Site Information, charge points quantity and specifications

Site Information

A site information pack containing relevant site details will be completed in preparation for tender. This includes:

1. Site reference

2. Address & postcode

3. Site layout image/drawing

4. Preferred and excluded locations within the site for EVCPs – these locations are based on feedback from the landowner. The supplier should consider which locations within each site will offer the most attractive location within the car park, considering EV user needs and grid connection and cabling costs. EVCPs must not be located in the "excluded" locations identified.

5. Name of landowner – all sites are within District authority ownership. Any exception to this needs to be noted and checked that the lease is in place with the right to install EVCPs. Land registry information will be reviewed and we understand there are no restrictions that would prevent delivery of EVCPs at these sites.

6. WPD Summary. WPD have provided point of connection (POC) positions and the likely reinforcement costs required to connect the EV charging units to the network. Each site has been assessed for both a 22kW dual charger (32A per phase) unit and a 50kW rapid charger (approximately 75A per phase). **Please note that the 22kW reinforcement costs are based on a single 22kW outlet only, in contrast to the minimum specification, which is for 2x22KW outlets at each location.**

   WPD cannot guarantee that the 50kW chargers' POC or reinforcement costs are the same for all chargers of this size. Different makes and models cause varying degrees of disturbance to the network based upon their individual harmonic emissions. WPD selected a model which requires a fault level of 3.0MVA on the low voltage network. The WPD cost estimates include reinforcement costs only. **These cost estimates will need to be confirmed by the supplier as connection costs vary depending on the type of ECVP equipment used.**

7. Stats plans, showing the locations of known utilities in the vicinity. **Suppliers should make their own arrangements to identify utilities and confirm the information in the stats plans.**

8. Car park type - for example, public long stay, public short stay, Park & Ride

9. Car park information, including number of spaces, approximate parking tariffs (if applicable), opening hours, maximum stay, average length of stay, and ticket sales data where available.

10. Security measures identifying if lighting and/or CCTV is present.

11. Minimum and maximum number of EV parking bays to be delivered (see below).

For the SSDC office locations e.g. Brympton Way, SSDC may be able to apply for the Work Place Charging grant for up to 75% of the cost capped at £350 per socket.

Number of charge points at each site

The procurement must deliver two outlets able to serve two parking bays simultaneously at each site. Parking bays should be signed and marked as EV charging only by the PSP. Two outlets/bays (either a single dual charge point, or two single charge points) have been chosen for most sites because they are located within extremely well utilised car parks, and provision of additional dedicated EV bays is likely to lead to a reduction in parking revenue.

There are a small number of sites where more EVCPs and associated EV parking bays would be desirable.

A site information pack including details of the minimum and maximum number of EVCP outlets/bays that should be delivered at each site will be developed in partnership with DELETTI.

Suppliers should confirm how many charge point outlets they will deliver at each site. Providing additional charge point outlets over and above the minimum for each site will not contribute to the overall tender score. However, suppliers may wish to consider installing more than the minimum number to maximise future revenues and add to the resilience of the site.

To help future proof the sites and allow for future expansion, suppliers should provide:

- Passive provision of ducting at a minimum of six additional outlets at each site
- A 69kva connection to the DNO where this does not significantly increase grid connection/reinforcement costs

Charge point specification

Manufacturers/suppliers of the proposed charging equipment shall demonstrate compliance with this specification.

DELETTI requirements for EVCPs:

- Capable of delivering 22kW per outlet (point of connection for a vehicle) to serve two parking bays simultaneously (e.g. a dual 22kW charge point with two outlets, or two 22kW charge points with a single outlet) with the ability to load manage across several EVCPs to allow greater flexibility in future (for example, if additional EVCPs were added to the site at a later date without further increasing the electric supply).

- High levels of interoperability
    - The charge point can be used with a large range of electric vehicle models including providing AC charging capability
    - Capability for ad-hoc 'Pay as You Go' payment (e.g. contactless payment), with membership or subscription not enabling access to reduced rates

- The PSP should provide the option for the EVCP to display the South Somerset District Council landowner logo, however the preference is to not include these at present.

- Contact numbers must be clearly displayed on the EV unit for contacting the provider in the event of any self-service problems or to report any faults with the EV unit.

- The design of the charging equipment shall comply with the Disability Discrimination Act (DDA) 1995 guidelines and any other relevant legislation

Charging points must comply with relevant sections of the OLEV minimum technical specification: on-street residential technical specifications (unrestricted) – as set out in Appendix 6[2]

The Concessions Agreement and Lease include additional requirements and should be reviewed and accepted in full. Additional data and performance monitoring requirements as set out in the Concessions Agreement include:

a) the availability of each Charge Point and Charging Stations;
b) the utilisation of each Charge Point and Charging Stations generally and frequency including day of week and time of day for utilisation;
c) dwell times for vehicles at each Charge Point;
d) plug in duration/charge time duration for EVs for each User's charging session in respect of each Charge Point;
e) whether the Charge Points used are rapid, fast or slow charging;
f) energy supplied during each incident of use;
g) type and make of EV using the Charge Point;
h) periods during which any of the relevant Charge Points were experiencing Faults and/or were unable to provide User Charging Services; and
i) such other information as DCC may reasonably require.

As part of the contract the Tenderer must ensure that both they and any sub-contractors meet current Data Protection Legislation 2018, as well as committing to meeting the General Data Protection Regulations (GDPR) and any other future legislative changes when introduced during the term of the Contract.

Pay as You Go
The back office and software solution must allow for users to make payments on a pay as you go basis without having to commit or register to a membership scheme. The awarded supplier may offer a registration/loyalty scheme but a pay as you go option must be available alongside this. Registration/loyalty schemes should not enable access to reduced rates.

Subcontractors
We understand that some Tenderers may have a requirement to work with third party suppliers to deliver the entire solution. In these situations, the Tenderer making the tender submission will take responsibility for the work, delivery and performance of any sub-contractors used on the Contract. By submitting a response, the awarded supplier agrees that they will be the only point of call for the Council for the delivery of this Contract and will manage and communicate to its sub-contractors the standard level of performance required, from the contract. The awarded supplier will also monitor its sub-contractors to ensure they maintain the standards, working practices and principles set within this specification. Failure to do so will be identified as a breach of contract.

[2] https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/872637/onstreet-chargepoint-residential-scheme-guidance.pdf

Glossary:

SSDC	South Somerset District Council
DCC	Devon County Council
PSP	Private Sector Partner
DELETTI	Devon Low Carbon Energy & Transport Technology Innovator
Sleeved	In a **sleeved** PPA, an intermediary utility company handles the transfer of money and **energy** to and from a **renewable energy** (RE) project on behalf of the buyer. The utility takes the **energy** directly from the RE project and "**sleeves**" it to the buyer at its point of intake, for a fee
ERDF	European Regional Development Fund
ULEV	Ultra-low emission vehicles
EV	Electric Vehicles
CoP	Community of Practise
EVCP	Electric Vehicle Charging Points
WPD	Western Power Distribution
SSEN	Scottish and Southern Electricity Networks