

Report of Sustainable Energy & Air Quality

Report to Director Housing & Resources

Date: 19th November 2019

Subject: Authority to award electric vehicle charge points supply and services contract

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The council has an ambition for all of its fleet to comprise of ultra-low emission vehicles (ULEVs) by 2025. It will have a fleet of almost 300 electric vans by the end of 2019. Executive Board approved the fleet replacement programme and approval to procure a supply, installer and maintenance provider for a network of charge points to support this fleet was approved by the Director of Housing & Resources.
2. To support the transition to ULEVs, significant progress has already been made on infrastructure for the council's fleet with 106 electric vehicle charge points installed across the council and a small number of charge points installed as a pilot project at officers homes where vehicles are taken by drivers as part of their duties.
3. As the council approaches the implementation of a Clean Air Charging Zone (CAZ), and works to decarbonise transport in response to the Climate Emergency it is imperative that the council continues to reduce the emissions of its own fleet as well as ensuring compliance with the required standards under the CAZ.
4. There is no current contract for the supply, installation, maintenance and servicing of electric vehicle points across the authority to support the expansion of the electric fleet and as such a procurement exercise has identified the preferred supplier to award a contract to. The anticipated spend using this contract over the next four years is likely to be in the region of £450,000 (on an evaluated schedule of rates provided by supplier).

Recommendations

5. The Director of Housing & Resources is asked to:
 - Approve the award of contract to the identified supplier of electric vehicle charge points - EB Charging Limited including the supply, installation, maintenance and provision of management information with regard to charge events.

- The value of this contract is up to £450,000 based on a schedule of rates.
- The start date is 9th December 2019 with an end date of 31st March 2024, with provision for extensions up to 2 years to 31st March 2026 plus two further years up to 31st March 2028.

1 Purpose of this report

1.1 The report details:

1.1.1 The procurement exercise used to identify and appoint EB Charging Ltd. to supply, install, maintain and collect and distribute management information with regard to electric vehicle charge points to support its expansion of the electric fleet.

1.1.2 Future developments that need to be considered as part of this procurement exercise based upon the development of electric vehicle market.

1.1.3 Details of additional works that will be required to support the electric vehicle infrastructure.

1.1.4 The costs associated with the electric vehicle infrastructure programme for the 2019/20 to 2023/2024 financial years.

2 Background information

2.1 The current and previous governments have made a policy commitment for almost every car and van to be a zero emission vehicle by 2050¹ and that it will end the sale of all new conventional petrol and diesel cars and vans by 2040². It is also this Councils ambition that its fleet will totally consist of ultra-low emission vehicles (ULEVs) by 2025 and that its operations will be carbon free by 2030.

2.2 The current fleet replacement programme will see the number of ULEV's in the corporate fleet increase to approximately 450 ULEVs by March 2024, although this expansion is based upon the market as it stands at present. The current market means that the only financially prudent electric vehicles to purchase are cars and small vans, although there are now larger vans, flat bed tippers and minibuses available on the market. It is therefore expected that by March 2024 the number of plug-in vehicles may be considerably higher than 450 and well on to its ambition for a fully ULEV fleet where available by 2025.

2.3 As with the development of the electric vehicle market then the development of the charging units to power these vehicles is developing and new technologies are becoming more increasingly available. As such the procurement exercise has sought to identify not only a supplier but a partner who can help the council take advantage of these technologies not only in terms of becoming more efficient but also identify opportunities to future proof, and support work to plan for the expansion of the plugged in fleet and build the infrastructure to support that is the most cost-effective an resilient way.

3 Main issues

3.1 A soft market test was initially undertaken to ascertain key risks and issues, costs and primary drivers within the industry with regard to installing an EV charging infrastructure across the council estate. The key points highlighted through this market test were:

- Utilisation of technologies to minimise the impact upon the grid with charge events through renewable energy generation, battery storage and specifically timed charge events to avoid peak electricity prices,

¹ DfT press notice ["UK Government pledges bold ambitions for electric cars"](#) 3rd December 2015

² DfT press notice ["Plan for NO2 concentrations published"](#) 26th July 2017

- Use of data combined with telematics data to provide insights on fleet management specifically with regard to the use and retention of underutilised vehicles and driver behaviours,
- Learn from exercises already undertaken with similar organisations in the UK and across Europe,
- Use of other technologies to maximise savings, minimise outgoings and identify efficiencies through vehicle to grid (V2G) and vehicle to building (V2B),

- 3.2 The current vehicle charging infrastructure consists of 106 charge units across the council estate and includes 10 charge points located at the homes of council staff who charge their vehicle overnight. These charge points are a combination of specifications and not all of these collect data from the vehicle at the point of a charge event. The contract with the identified supplier includes provision for an assessment of the current charge infrastructure to determine where replacement or upgrade to existing charge point installations is required.
- 3.3 The procurement exercise undertaken included evaluation of costs alongside a quality evaluation, the cost:quality split being 40:60 as it is important that we appoint a supplier that can partner the council in developing its network over the coming years.
- 3.4 The tender exercise was issued through an existing framework that has been approved for use by Leeds City Council. Suppliers on that framework had already been through a process of evaluation based on cost and quality and as such it was agreed that the quality aspect of this evaluation was the priority as value from the potential providers would be implicit as this had already been considered when they were appointed to the framework utilised.
- 3.5 The council has also received some funding from central government for use in its charging infrastructure, a sum of ~£60k. This funding will be used to support the delivery of the additional points required for the 2019/20 financial year. All planned requirements will be expressed in the annual fleet replacement programme.
- 3.6 It is recognised that not all charging will be done at depots and a pilot project has been undertaken into the feasibility of home charging. Outcomes from this pilot demonstrated that it will deliver savings in terms of fuel, linked with the data received from telematics that will further improve intelligence around driver behaviour and routing to deliver more savings. The results of the trial have been used to develop a corporate policy with regard to home charging.
- 3.7 The procurement exercise identified a partner organisation to work with the council to develop and implement its vehicle charging infrastructure. It is anticipated that the contract will be somewhere in the region of £450,000 over a period of 4 years and 5 months plus two possible extensions of two years which would align the contract through to the current plans for the fleet replacement programme.
- 3.8 The cost of the contract reflects the anticipated costs for the supply, installation, maintenance and support of an electric vehicle charging infrastructure. The value of the procurement exercise does not include any costs that will be encountered with regard to increasing capacity on sites, grid balancing nor renewable generation and storage on site. This will be assessed on a case-by-case basis with the appointed supplier providing costed business cases and plans for any site enhancements. The council will reserve the right to approve these plans, or procure for these separately to ensure value for money.

- 3.9 The anticipated costs for the contract are all based upon the slow charger being used both on council sites and as a home charge unit, with council sites utilising dual chargers where appropriate. It is not anticipated that the home charging requirements will change, however depending on how the development of the electric vehicle market it may mean that some of the charge points on site may need to be of a higher specification with multiple charger specifications being costed within the tender process. As with all developments a full business case to provide higher specification delivery by the appointed supplier must be developed before the authority would progress with works. The supplier must produce a plan outlining the full costs for each scheme proposed scheme where higher specifications for installs, power supply or bespoke installations. The council will then work with the supplier to identify the optimum charging solution site by site depending upon service requirements and the appropriate technical solution that provides the best value for money for the council, with the council reserving the option to either not carry out installation if costs are prohibitive, seek alternative plans or embark on a further tender exercise to ensure best value.
- 3.10 A proportion of the costs relate to the ongoing maintenance and support of the charge points. Not all charge points will be procured and installed from the beginning of the contract with projected installs being undertaken across the duration of the contract, however installs are planned to be front loaded to support the rapid immediate expansion of the authority's plugged-in fleet.
- 3.11 It has been determined that it is prudent to maximise our access to Office of Low Emission Vehicles (OLEV) grants for home charge installs to ensure we are able to utilise this funding whilst it is available, as such home charger installs will be prioritised.
- 3.12 The purchase of electric vehicles will deliver savings in terms of fuel and maintenance. Based upon contract prices for electricity and diesel it costs approximately £0.04 per mile for an electric vehicle and £0.07 per mile for a diesel fuelled vehicle. An electric vehicle engine has a lot less parts than a naturally aspirated vehicle, the recharge to services for annual maintenance is £1,021 whereas a naturally aspirated recharge is £1,824 per annum. These savings have already been expressed in the business case to transition from normally aspirated vehicles to electric vehicles.
- 3.13 The data captured during charge events aligned with telematics data can be utilised to better manage the size of the fleet and identify vehicles that can be used more effectively and lead to reductions in the overall fleet size.
- 3.14 As expressed in section 3.8 above it is likely that the council will need to identify innovative ways of increasing site capacity to manage these increased demands as a result of these additional charge points across council sites. There are already a number of alternatives available;
- Increased capacity upgrade for site
 - Use of solar array to generate energy for use to charge
 - Use of battery technology aligned with solar,
 - Use of vehicle to grid (V2G) charge points, or
 - Use of vehicle to building (V2B) charge points,

- 3.15 All of these solutions can be explored with the winning bidder to identify the most appropriate option for each individual site and a full business case would be developed for each installation requiring remedial action to address site capacity issues, the cost of which would also be covered by the savings by extending the life of the electric vehicles by a year. The council retains the option to reject or progress work and to tender separately for major works, such as solar, or battery storage solutions to ensure value is obtained.
- 3.16 All charge points installed across the council portfolio will be capable of “SMART” charging which will hopefully address some site capacity issues by allowing the fleet based on site to charge after the demand for power on site has reduced and outside the peak energy price window, usually after 20:00.
- 3.17 The solution for home charging units, for staff who take their vehicle home, will be powered by their domestic energy supplier, details of the individual charge event will be captured by the technology within the charge unit and passed through to SAP to allow for reimbursement through the corporate payroll system.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Corporate Finance have been consulted with regard to the funding arrangements for future years as part of the work to establish the annual fleet replacement budget. The council has already secured funding through the Office of Low Emissions Vehicles (OLEV) to obtain the maximum possible funding for ‘workplace charging’ and as such cannot utilise this funding further. However the appointed supplier will ensure that home charge installations have attracted the maximum available home charge grants from the Office of Low Emission vehicles that will provide up to £500 or 75% of the cost of installations. It has been proposed by Corporate Finance that future years requirements are built into the funding for the fleet replacement.
- 4.1.2 Fleet Services have consulted with service managers within the departments on the details of the location of vehicles overnight which has been used to determine the numbers of charge points required in line with the fleet replacement programme through to 2023/2024.
- 4.1.3 Fleet Services and the Sustainable Energy & Air Quality team have worked closely together to ensure that charge points required will provide an infrastructure that supports the use of vehicles across the council.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 An equality, cohesion, diversity impact assessment has been undertaken as part of the business case development phase. This showed that there were no equality, diversity or cohesion issues with this procurement exercise.
- 4.2.2 Due to the large number of vehicles involved along with the number of staff who will be using these vehicles and connecting them to EV charge points there may be a requirement to apply appropriate reasonable adjustments for the use of vehicles and this will be identified and addressed by the service upon order and receipt of the vehicle on a vehicle by vehicle basis.
- 4.2.3 Fleet services are responsible for the management of staff utilising vehicles in terms of assessing their suitability for home charge point installations and ensuring Health & Safety and appropriate processes are agreed with Unions and BSC.

4.3 Council policies and the Best Council Plan

4.3.1 This report draws attention to co-ordinated working that demonstrates a contribution towards the following priorities contained in the Best Council Plan:

- Achieve the savings and efficiencies required to continue to deliver frontline services
- Spending Money Wisely – Achieving Value For Money in respect of its fleet replacement programme (from the Council's Business Plan)

4.3.2 Climate Emergency

4.3.3 The award of a contract to EB Charging Ltd will support the council in its programme to decarbonise transport in the city and links to key aims to;

- Developing Leeds as a Low Carbon city
- A carbon reduction target of 40% by 2020 and the target to be a carbon neutral city by 2030.
- Improving the city's Air Quality through reductions in harmful pollution from diesel engines
- Ensuring that Leeds City Council's Fleet will be compliant with the introduction of a Clean Air Zone in 2020 in line with Government Legislation.

4.4 Resources and value for money

4.4.1 A number of procurement exercises have been undertaken thus far to provide 106 vehicle charge points across the authority and at officers' homes as part of a home charging trial. These procurement exercises have been awarded either to the in-house provider, Leeds Building Services (Electrical) or through the Phoenix Works.

4.4.2 The ongoing fleet replacement programme will see the size of the councils electric fleet expand exponentially. It is therefore appropriate that the council has identified a supplier of electric vehicle charge points through a competitive procurement process to ensure that the contract provides value for money. This has been delivered through use of the TPPL framework that is also utilised for the procurement of the council's fleet vehicles.

4.4.3 Financial savings have been identified transitioning the councils fleet from diesel to electric in terms of fuel, reduction in road tax costs and the appointment of a supplier for the provision of charge points will be required to ensure infrastructure to fuel these vehicles moving forward as the electric fleet expands.

4.4.4 The council will seek to work with the delivery partner to utilise any available grants (such as the OLEV Home Charge Grant) to mitigate costs. The mobilisation period following contract award will develop the delivery programme for installations to council sites and officers homes with site surveys completed as part of the process. Schemes that identify site enhancements over the period of the contract will be assessed by Fleet management through a fully costed business case and implementation plan developed by the supplier. Each scheme that requires site enhancements will require appropriate approval and if required a capital injection where the fleet replacement budget is not sufficient to meet infrastructure needs. All approvals will be sought through the appropriate governance process dependent upon the cost of the scheme.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 There are no legal issues relating to this report and all information within this report is publicly available.
- 4.5.2 The procurement process is compliant with the council's Contract Procedure Rules.

4.6 Risk Management

- 4.6.1 A full risk assessment has been undertaken and risk register developed as part of the development of the business case to deliver the procurement exercise. The primary risks in delivering an electric vehicle charging infrastructure are:
- Lack of Infrastructure (e.g. Electricity charging points) prevents deployment of alternative fuel vehicles; Mitigation being: Robust planning process in place prior to approvals and procurement implemented.
 - This project will not identify all council run vehicles as there are some that have been procured by services without Fleet Service involvement. Mitigation being: Fleet Services to identify vehicles as part of any maintenance or servicing requirements and liaise directly with the Fleet Manager of that service to highlight the implications and identify an alternative solution outside this project.
 - Insufficient information regarding placement of fleet for charging purposes will mean that it is not possible to identify charging requirements at sites and at home. It will mean that the charging infrastructure will not be able to support the fleet transition to electric. Mitigation being: Fleet Service leads have been canvassed as to the whereabouts of the current vehicles that will be replaced by electric as part of the replacement programme. This work has been undertaken with a full assessment of fleet, service requirements and charge point requirements.
 - Plans for the retention or the construction of new sites do not take into consideration of the requirement for the installation of the appropriate specified electric vehicle charge points. Mitigation being: Project Manager has requested to attend appropriate meetings with Asset Management where decisions are made with regard to the use of council buildings (Accommodation Review Group) to ensure that there are the appropriate refuelling opportunities at sites and that there no abortive works undertaken.

5 Conclusions

- 5.1 There is already a fleet replacement programme which will see vehicles within the Council's fleet replaced on a periodic cycle of usually five or six years dependent upon the mileage of the vehicle over that time and the costs of a new vehicle outweighing ongoing maintenance costs. The procurement exercise has identified EB Charging Ltd to supply, install and service/maintain the infrastructure to charge the new electric vehicles that will be delivered through the replacement programme.
- 5.2 At a time of continued financial pressure this investment will lead to longer term financial savings in terms of fuel, vehicle maintenance, and potential CAZ non-compliance charges and will support fleet decarbonisation.
- 5.3 The switch to alternative fuels such as electricity will help deliver the council's longer terms aims to improve air quality and as a result health as well as developing Leeds as a low carbon city.

6 Recommendations

6.1 The Director of Housing & Resources is asked to;

- Approve the award of contract to the identified supplier of electric vehicle charge points - EB Charging Limited - including the supply, installation, maintenance and provision of management information with regard to charge events.
- The value of this contact us up to £450,000 based on a schedule of rates.
- The start date is 9th December 2019 with an end date of 31st March 2024, with provision for extensions up to 2 years to 31st March 2026.

7 Background documents³

7.1 None.

³ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Appendix A – Current Charge Points, New Charge Points Required

Site	Site address	Actual points	Points to replace 2018/19	Additional Units Required	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	Total
Apex (ICT)	8, Apex Way, Hunslet, Leeds LS11 5LN	4	4	0							4
Assisted Living Leeds	81, Clarence Road, Hunslet, Leeds LS10 1LZ	0	0	10				10			10
Chapelton Childrens Centre	62, Leopold Street, Leeds LS7 4AW	2	2	0							2
Civic Hall	Calverley Street, Leeds LS1 1UR	2	2	0							2
Cross Green Waste	Knowsthorpe Way, Cross Green, Leeds LS9 0SW	2	2	16	4	6	3		3		18
Enterprise House	12, St Paul's Street, Leeds LS1 2LE	1	1	0							1
Farnley Hall	Hall Lane, Farnley, Leeds LS12 5HA	6	6	11		2	1	2	6		17
Fleet Services	225a York Road/Torre Road, Leeds LS9 7QL	6	6	1					1		7
Golden Acre Park	Arthington Road, Bramhope, Leeds LS16 8BQ	1	1	1				1			2
Henshaw Depot	Green Lane, Yeadon, Leeds LS19 7BY	2	2	5	1	2	2				7
Home Charging Units		10	0	249	47	101	5	23	71	2	249
Horsforth	The Willows, Fink Hill, Horsforth LS18 5DY	1	1	0							1
Kirkstall Road Waste	Evanston Avenue. Leeds LS4 2HR	4	4	0							4
Knowsthorpe HQ	Cross Green Industrial Estate, Leeds LS9 0NP	6	6	0							6
Limewood Approach (Print Unit)	Limewood Approach, Leeds LS14 1NG	1	1	0							1
Lotherton Hall	Off Collier Lane, Aberford, Leeds LS25 3EB	1	1	0							1
Middleton Children Centre	100, Middleton Park Avenue, Leeds LS10 4HY	1	1	0							1
Middleton Depot	Ring Road, Middleton, Leeds LS10 4AX	2	2	0							2
Middleton Park Complex	Acre Road, Middleton, Leeds LS10 4DE	0	0	14		3	1		9	1	14
Pottery Fields Depot	Pottery Fields Depot, Leathley Road, Leeds LS10 1BG	1	1	2		2					3
Redhall	Thorner Lane, Whinmoor, Leeds LS14 3FB	0	0	0							0
Reginald Centre	263, Chapelton Road, LS7 3EX	4	0	4	4						4
Rothwell Town Hall	Marsh Street, Rothwell, Leeds LS26 0AE	1	1	0							1
Roundhay Park	Soldiers Field, Roundhay, Leeds LS8 2HH	0	0	2					2		2
Seacroft Depot (Highways)	Limewood Approach, Leeds LS14 1NG	1	1	1					1		2
Seacroft Ringroad Depot (LBS)	Limewood Approach, Leeds LS14 1NZ	20	4	4		2			2		8
St George House	40, Great George Street, Leeds LS1 3DL	1	1	0							1
Stanningley Primary School	Leeds and Bradford Road, Pudsey, LS28 6PE	0	0	1		1					1
Swarcliffe Children Centre	Langbar Road, Leeds LS14 5ER	1	1	0							1
Taxi Registration	225 York Road, Leeds LS9 7RY	1	1	0							1
Tech North	9, Harrogate Road, Leeds LS7 3NB	1	1	0							1
Temple Farm	Temple Newsam Road, Leeds LS15 0AE	1	1	2		1			1		3
The Arium	Thorner Lane, Whinmoor, Leeds LS14 3FB	0	0	9	1	4			4		9
Tropical World	Princes Avenue, Roundhay Park, Leeds LS8 2ER	2	2	0							2
Two Willows Children Centre	Cardinal Square, Leeds LS11 8HS	1	1	0							1
Westland Road	Westland Road, Leeds LS11 5SB	1	1	2			2				3
Woodhouse Lane Car Park	Woodhouse Lane, Leeds LS2 8BN	14	0	10					10		10
York Road Underpass		4	4	0							4
Total		106	62	344	57	124	14	36	110	3	406

Appendix B – Associated cost of charge points

Site	Site address	Actual points	Points to replace	Additional Units Required	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	Total	
Total		106	62	342	57	124	14	36	108	3	404	
	3.7kW	Single	£3,108.60		£36,525.99	£78,492.02	£3,885.74	£17,874.42	£55,177.56	£1,554.30	£196,618.63	
	7kW	Dual	£64,216.78		£9,879.50	£23,052.18	£8,232.92	£11,526.09	£29,638.51	£29,638.51	£176,184.49	
	Numbers	Single	0		47	101	5	23	71		2	249
		Dual	39		6	14	5	7	18		0	89
	Support and Maintenance		£7,406.67	£10,436.67	£8,921.67	£46,123.33	£47,806.67	£52,856.67	£67,838.33	£68,175.00	£309,565.00	
	Administration		£8,360.00	£11,780.00	£10,070.00	£52,060.00	£53,960.00	£59,660.00	£76,570.00	£76,950.00	£349,410.00	
	Total Support, maintenance and administration (SM&A)		£15,766.67	£22,216.67	£18,991.67	£98,183.33	£101,766.67	£112,516.67	£144,408.33	£145,125.00		£658,975.00
	Total Cost for charge units + SM&A		£15,766.67	£89,542.04	£65,397.16	£199,727.53	£113,885.33	£141,917.18	£229,224.41	£176,317.81		£1,031,778.12
	Potential electric fleet expansion	3.7kW	Single						£57,630.44	£74,096.28	£41,164.60	£172,891.32
7kW		Dual										
Numbers		Single										
		Dual										
Support and Maintenance								35	45	25	105	
Administration								£5,891.67	£13,466.67	£17,675.00	£37,033.33	
Total Support, maintenance and administration (SM&A)							£6,650.00	£15,200.00	£19,950.00	£41,800.00	£78,833.33	
Total Cost for charge units + SM&A							£70,172.11	£102,762.95	£78,789.60		£251,724.65	
Total costs including potential electric fleet expansion	3.7kW	Single	£3,108.60		£36,525.99	£78,492.02	£3,885.74	£17,874.42	£55,177.56	£1,554.30	£196,618.63	
	7kW	Dual	£64,216.78		£9,879.50	£23,052.18	£8,232.92	£69,156.53	£103,734.79	£70,803.11	£349,075.81	
	Numbers	Single	0		47	101	5	23	71		2	249
		Dual	39		6	14	5	42	63		25	194
	Support and Maintenance		£7,406.67	£10,436.67	£8,921.67	£46,123.33	£47,806.67	£58,748.33	£81,305.00	£85,850.00	£346,598.33	
	Administration		£8,360.00	£11,780.00	£10,070.00	£52,060.00	£53,960.00	£66,310.00	£91,770.00	£96,900.00	£391,210.00	
	Total Support, maintenance and administration (SM&A)		£15,766.67	£22,216.67	£18,991.67	£98,183.33	£101,766.67	£125,058.33	£173,075.00	£182,750.00		£737,808.33
	Total Cost for charge units + SM&A		£15,766.67	£89,542.04	£65,397.16	£199,727.53	£113,885.33	£212,089.28	£331,987.35	£255,107.41		£1,283,502.78

Appendix C – Cost of replacing electric vehicles

	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
Number of new EVs due for replacement	161	123	52	182	114	211
Cost of replacement (based upon current prices)	£3,152,000.00	£2,040,000.00	£836,000.00	£1,812,000.00	£1,164,000.00	£1,460,000.00
Potential electric fleet expansion				£2,078,000.00	£4,597,500.00	£1,260,000.00
	£3,152,000.00	£2,040,000.00	£836,000.00	£3,890,000.00	£5,761,500.00	£2,720,000.00

Appendix D – Extracts from programme Risk Register for EV charge points

Type	Description and Consequences	Mitigation Strength	Probability	Impact	Rating	Proximity	Action Countermeasure
Project management	Lack of Infrastructure (e.g. Electricity charging points) prevents adaptation of alternative vehicles - Unsuccessful applications for grant funding - Disorganised/incoherent approach to plotting infrastructure	Good	Unlikely	Moderate	Medium Risk	Over 14 days	Robust planning process in place prior to approvals and procurement implemented
Partnerships/commercial	This project will not identify all council run vehicles as there are some that have been procured by services without Fleet Service involvement.	Excellent	almost certain	Moderate	High Risk	Over 14 days	Fleet Services to identify vehicles as part of any maintenance or servicing requirements and liaise directly with the Fleet Manager of that service to highlight the implications and identify an alternative solution outside this project
Service delivery/service user risk	Insufficient information regarding placement of fleet for charging purposes will mean that it is not possible to identify charging requirements at sites and at home. It will mean that the charging infrastructure will not be able to support the fleet transition to electric.	Fair	Possible	Moderate	High Risk	Over 14 days	Fleet Service leads have been canvassed as to the whereabouts of the current vehicles that will be replaced by electric as part of the replacement programme. Responses need to be received before an infrastructure exercise is undertaken and the procurement exercise is delivered. (Link to Risk 2)
Service delivery/service user risk	Plans for the retention or the construction of new sites do not take into consideration of the requirement for the installation of the appropriate specified electric vehicle charge points	Excellent	Possible	Moderate	High risk	Over 14 days	Project Manager has requested to attend appropriate meetings with Asset Management where decisions are made with regard to the use of council buildings (Accommodation Review Group) to ensure that there are the appropriate refuelling opportunities at sites and that there no abortive works undertaken.

Appendix E – Current locations of electric vehicle charge points across LCC locations

