



WEST OXFORDSHIRE
DISTRICT COUNCIL

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Name and Date of Committee	EXECUTIVE – 15 NOVEMBER 2023
Subject	OXFORDSHIRE LOCAL ELECTRIC VEHICLE INFRASTRUCTURE (OXLEVI) PROGRAMME
Wards Affected	ALL
Accountable Member	Councillor Andrew Prosser – Executive Member for Climate Change . Email: andrew.prosser@westoxon.gov.uk
Accountable officer	Charlie Jackson – Assistant Director, Planning and Sustainability. Email: charlie.jackson@publicagroup.uk
Report Author	Hannah Kenyon – Climate Change Manager. Email: hannah.kenyon@publicagroup.uk
Summary/Purpose	To approve the submission of the countywide Local Electric Vehicle Infrastructure (LEVI) Stage 2 application to install electric vehicle (EV) charging Infrastructure in West Oxfordshire.
Annexes	Annex A – Equalities Impact Assessment
Recommendation(s)	That the Executive Resolves to: <ol style="list-style-type: none">I. Delegate authority to the Council’s Director of Finance, in consultation with the Executive Members for Finance and Climate Change to:<ol style="list-style-type: none">i. Approve Oxfordshire County Council’s (OCC’s) submission of a stage 2 application to the Office for Zero Emissions Vehicles for Oxfordshire’s allocation of £3.655 million LEVI funding;ii. Approve that OCC accept and spend LEVI funds in accordance with the submitted proposal;iii. Approve that OCC tender for EV charging contracts in Oxfordshire; the tender will be a joint tender on behalf of all Oxfordshire county and district councils, which OCC will lead;iv. Approve that WODC enter directly into the contract with the Charge Point Operator (CPO) following the tender process

	and completion of full feasibility studies and sign off at the OXLEVI Programme Board.
Corporate Priorities	<ul style="list-style-type: none"> ● Putting Residents First ● Enabling a Good Quality of Life for All ● Creating a Better Environment for People and Wildlife ● Responding to the Climate and Ecological Emergency ● Working Together for West Oxfordshire
Key Decision	YES
Exempt	NO
Consultees/ Consultation	<p>Detailed consultation and collaborative working are ongoing with colleagues from OCC, Oxford City, and all district councils to ensure that the Oxfordshire proposal meets all our strategic aspirations and will deliver for our communities. Consultees include:</p> <p>Town and Parish councils Community First Low Carbon Hub Resident engagement through OCC's Let's Talk platform</p>

I. BACKGROUND

- 1.1 Oxfordshire's per capita transport emissions have decreased by 13.8% in Oxfordshire from 2008 (2.6 tCO₂) to 2019 (2.2 tCO₂). Despite these reductions, Oxfordshire's 2019 per capita transport emissions are still significantly higher than the UK average (1.7 tCO₂).
- 1.2 Responding to the climate and ecological emergency is a corporate priority for WODC, with the Council committed to reaching net zero districtwide by 2050. In line with the commitments set out in the Council Plan 2023-27, the Climate Change Strategy 2021-2025 provides the framework for how the council's priorities for climate action across the district can be achieved.
- 1.3 One of the strategic objectives is to deliver EV infrastructure across the district, including sites in council ownership, meet the policy ambitions and standards set out within the Oxfordshire EV Infrastructure Strategy and aspire to reach a target of 7.5% of local-authority-managed car-parking spaces providing EV charging by 2025.
- 1.4 Oxfordshire has the highest proportion of electric plug-in hybrid or fully electric car sales in the UK, comprising around a quarter of car sales over the past year. Despite the government's recent announcement to postpone the ban on manufacturing petrol/diesel cars, sales of EVs continue to rise and charging infrastructure is required to support this transition to EVs.
- 1.5 Some EV infrastructure is being delivered by the private sector; however, cannot be relied upon to provide the entire solution, for example in rural areas where properties are without off-street parking. An approach is therefore needed which can identify those areas of West Oxfordshire least likely to be targeted by the private sector and which will consider local needs and circumstances.

2. MAIN POINTS

- 2.1 OXLEVI is the Oxfordshire Local Electric Vehicle Infrastructure Programme; a programme led by OCC, in collaboration with Oxfordshire's five district councils.
- 2.2 The programme seeks to support the transition to EVs across Oxfordshire, with a particular focus on supporting residents who need access to public EV charging, due to their lack of off-road parking. The programme targets deployment of EV charging in rural areas, areas with a high concentration of properties without off-road parking, and deprived areas of the county to support Oxfordshire's net zero goals.
- 2.3 OCC – as lead Highways Authority for Oxfordshire – has been allocated c.£3.655 million funding from Office for Zero Emissions Vehicles from the new Local EV Infrastructure (LEVI) fund to work with city and district council partners to deliver public EV charging infrastructure across Oxfordshire in the next two years. OCC have also been granted £529k in revenue funding to contribute towards resourcing of programme delivery.
- 2.4 A stage 1 application was submitted to Office for Zero Emissions Vehicles in May 2023 and formed an Expression of Interest to submit a stage 2 detailed proposal. The expression of interest was approved in September 2023.
- 2.5 A detailed proposal will be submitted to Office for Zero Emissions Vehicles by 30 November 2023 outlining how the grant fund allocation will be spent to meet funding requirements and the strategic objectives of Oxfordshire councils. OCC are leading city and district councils in

a collaborative process to draw up the proposal and on a joint tender exercise via Ox City's Dynamic Purchasing System to appoint the suppliers to deliver the EV charger deployment and operation for all council partners.

2.6 The overall programme of works is being referred to as 'OXLEVI' and delivery will focus on three key workstreams:

- 'Residential EV Hubs' in council-controlled car parks in market towns, larger villages, and in Oxford.
- 'Community EV Microhubs' at community buildings such as village halls, community centres, schools, and churches, primarily in rural areas of Oxfordshire.
- 'Roadside EV Chargers' on residential streets where there are no options for Residential EV Hubs or Community EV Microhubs to be deployed within a 5-minute walk.

2.7 WODC will be directly involved in delivering the Residential EV hubs. The other two workstreams will be delivered by OCC.

2.8 The main benefits of the OXLEVI programme for West Oxfordshire will be:

- A portion of the grant funding investment from the Office for Zero Emission Vehicles of c£3.655m capital and c£529k revenue funding.
- Delivery of new electric vehicle charging points across West Oxfordshire in Phase I (majority delivered by end of 2025) achieving up to 90% of projected requirements for 2025 and 38% of projected requirements for 2030.
- Commercial partnerships with Charge Point Operators to operate and maintain an ongoing concession for EVCPs at Residential EV Hubs over 15 years.
- Charge Point Operators match-funding capital investment in EV infrastructure in Phase I delivery (LEVI Grant Funded Period).
- Charge Point Operator investment in further roll-out of electric vehicle charging points at concession sites beyond the LEVI grant funding period.
- Share of concession chargepoint revenue over the life of the 15-year contract.
- A grant scheme to fund and deliver electric vehicle charging points (with a double socketed charger) at up to 100 Community EV Microhubs at community asset buildings (e.g. village halls and community centres), targeted at rural areas of Oxfordshire.
- A streamlined and controlled process for delivery and management of EV infrastructure in the Highway.
- Delivery on target of converting 7.5% of council managed car park spaces to EV charging by 2025.
- Ability to introduce EV car clubs at a greater number of locations because of increased council controlled public EV charging infrastructure.

2.9 The timetable for the OXLEVI programme is set out in the table below:

Milestone	Estimated completion date
LEVI report to Executive	15 November 2023
Final application submission to LEVI Grant Fund	22 November 2023 (hard deadline)
Procurement tender launch	December/January 2023
LEVI fund notification of application outcome	January 2023
LEVI Funding (90%) released	January 2023
Contract award	March 2024

3. ALTERNATIVE OPTIONS

3.1 WODC does not support the LEVI application. WODC may not benefit from a share of the £3.655M funding and have to self-fund, which is likely to result in West Oxfordshire falling behind in its provision of EV infrastructure. Alternatively, LEVI funding could be divided up between councils with WODC being responsible for delivering and procuring electric vehicle charging points. WODC would not gain from economies of scale and better value for money from larger contracts, or the support and coordination provided from OCC.

4. CONCLUSIONS

4.1 The LEVI funding will provide investment to support the expansion of EV infrastructure in West Oxfordshire, particularly in areas where residents do not have access to off-street parking. This will support and encourage residents to use EVs, which will lead to significant carbon reduction in the district.

4.2 Delegating authority will speed up the implementation of LEVI funding and allow WODC to progress at the same speed as other authorities in Oxfordshire.

5. FINANCIAL IMPLICATIONS

5.1 OCC has been allocated £3.655M funding from Office for Zero Emission Vehicles LEVI Capital grant fund for capital delivery as well as £529k funding from the LEVI Capability grant fund for resourcing.

5.2 WODC will receive a portion of the grant funding investment (based on the site selection) with minimal impact on future budgets, based upon:

- WODC potential income - £115k over 15 years, i.e. £7.7k pa. There is a risk that lack of private investment and impact on the rollout programme could lessen this figure.

- WODC costs - provision of internal project management support from climate, as well as support from finance, legal, parking, and property teams to deliver Residential EV Hubs on the council's estate.
- 5.3 Capability funding will be used to resource the delivery of the programme using existing staff resources, and the LEVI capital grant will be used the fund:
- Up to 100% of phase I capital expenditure for Community EV Microhubs – community asset building owners/managers will also be offered an opportunity to contribute their own funding to the scheme to help grant go further and/or to enable more or faster speed chargers to be installed as appropriate.
 - 40% of phase I capital expenditure for Residential EV Hubs and Roadside EV Chargers workstream, with the remainder expected to be funded by investment by the contracted Charge Point Operators.
- 5.4 The estimated total cost for delivery of the proposed LEVI phase I programme is £7.3M. An initial cost model for the proposal has been completed and was presented to the OCC Strategic Capital Board on 7 September 2023.
- 5.5 The cost model is still evolving and will not be agreed until discussions have been held with the CPO. OCC financial sign-off is based upon further refinement of the figures. Rather than a straight revenue share model, a bay or licensing fee would be in place from the outset to underwrite all operational costs from day 1.
- 5.6 One of the key requirements of the funding is that it levers in additional private sector finance and creates greater value. The tender specification requires Charge Point Operators to set out the amount of private sector finance which would be invested in West Oxfordshire's charging infrastructure, and the revenue share.
- 5.7 All capital for OXLEVI phase I is expected to be externally funded by grant and private sector investment. Investment is estimated to be £3.655M grant and £3.7M private sector funding. Where issues relating to cost are encountered the overall budget will be maintained by re-scoping the proposed delivery.
- 5.8 Connection costs for the chargers have been estimated. If a commercial partner is unwilling to fund these costs once they are known, the project will be re-scoped so that it remains within budget. None of the councils involved will be required to make additional funds available in relation to utility costs.
- 5.9 OCCs operational revenue costs for the Phase I estate are expected to be £376k over 15 years, which may be offset by income of up to £428k over the same period. It is currently estimated that WODC would have a net revenue share from its contract of £115,774 over this period. Further modelling will be undertaken to firm up this figure.
- 5.10 If grant funding does not lever in private investment, the total cost of Phase I would be contained at £3.655M. OCC would work with all partners to re-scope the programme to ensure it is delivered within the available funding – they would not be looking for any of the local authorities involved to make up the funding.
- 5.11 Beyond Phase I of the programme, OCC will use up to 100% private investment from Charge Point Operators to fund delivery, with potential to include funding from developers (i.e. CIL or S106 funding) particularly in commercially unattractive areas.

- 5.12 WODC will receive a proportion of the revenue funding to assist in the delivery of the project until December 2025. It is anticipated that a Project Manager will function as a shared resource for the delivery of Residential EV Hubs across CDC, SODC, VOWH and WODC sites. This post may be a seconded staff member from a one of the partner councils with EV project management experience. WODC's climate team will also need to support the management of the project.
- 5.13 WODC, along with other Tier 2 councils, will be responsible for providing legal, parking and property teams' resources for decisions relating to site layouts, exact numbers and types of chargers/bays, stakeholder engagement and communication etc. to support delivery of Residential EV Hubs on the council's estate. This internal support will need to be funded by district and city councils from their own identified budgets. The capacity of each team needs to be explored further.
- 5.14 It is likely that the EVCP kit will need to be replaced during the 15-year contract, and the responsibility and cost of upgrading and updating the kit will fall to the Charge Point Operators, rather than the Council.
- 5.15 A refresh and update of Oxfordshire EV Infrastructure Strategy is required next year. This work falls outside LEVI funding and will need to be funded separately. As in the case of Oxfordshire EV Infrastructure Strategy I, OCC is likely to lead on this work. District and city councils will need to attend meetings and review the draft strategy.

6. LEGAL IMPLICATIONS

- 6.1 As part of the UK's transition to net zero, the Government's EV Infrastructure Strategy sets out roles for major stakeholders including local authorities. The Local Government Act 2000 gives local authorities powers to promote the economic, social, and environmental well-being within their boundaries.
- 6.2 OCC will be tendering three Lots within a joint tender exercise using the Ox City's Dynamic Purchasing System as the chosen route to market. This will be a joint tender on behalf of all Oxfordshire county and district councils, which OCC will lead.
- 6.3 The tender will include three distinct lots as follows:
- Lot 1 will be a 15-year full concession with a Charge Point Operator to install, operate and maintain OCC's public EV charging network in OCC car parks and on the highway. This contract will include the adoption of up to 49 existing charging points in Oxford that have until now been under a contract with Ox City.
 - Lot 2 will be a 15-year full concession contract with a different Charge Point Operator to install, operate and maintain Residential EV Hubs in car parks under the control and in contract with the district and city councils.
 - Lot 3 – which may be tendered at the same time – will procure 'standard' charge point hardware installation and operation/maintenance services from a dependable operator at Community Microhub sites owned by community-based third-party locations such as village halls, community centres and churches. Contract terms will allow hosts to contribute their own funding to access this contract later after the LEVI grant funding is spent. Any tenders will be written on the basis that, once the services have been set

up, the contracts will be novated from OCC to the relevant community-based host authority. This will result in any liabilities under the contract with the Supplier, being transferred from OCC to the host authority.

- 6.4 OCC's and WODC's procurement teams are fully engaged with the project and have drafted a detailed procurement plan and timeline, using soft-market testing conducted in 2022. All supply or concession contracts will comply with OCC's and WODC's Contract Procedure Rules.

7. RISK ASSESSMENT

- 7.1 A full Risk Assessment for this programme has been completed by OCC and key risks will be monitored and reviewed regularly during programme delivery via the newly arranged governance processes for the OXLEVI programme; a monthly Delivery and Operational Group, escalating to a quarterly Strategic Oversight Programme Board.

8. EQUALITIES IMPACT

- 8.1 The OXLEVI project aims to increase access to EVs across all groups and to avoid/redress any inequalities created by an otherwise market-led approach to EV charging infrastructure provision.

- 8.2 An Equalities Impact Assessment has been completed by OCC for the OXLEVI programme which concludes that:

- No groups are disadvantaged or discriminated against by the OXLEVI programme.
- Several groups are positively advantaged by the programme, which are as follows:
 - a) People with disabilities – as at least one DDA compliant accessible EV charging bay will be installed at every EV charging hub (where possible), and all suppliers will be asked in the tender to explain how they intend to meet the new PAS 1899:2022 guidelines for accessible EV charging. Roadside charging will be the lowest priority (and may be installed on buildouts where needed), thereby leaving pavements freely accessible for walking and wheeling.
 - b) Rural communities – who are more isolated and car dependent will be given greater opportunity to benefit from the transition to zero carbon EVs through the Community EV Microhubs scheme, which will be able to offer affordable EV charging at a community level in more remote geographical areas.
 - c) Deprived communities – EV uptake might currently be slower in such areas but is set to increase as more working drivers switch to EV and the second-hand EV market expands. The strategic approach and site selection will mean a fair spread of EV chargers across these as well as the more affluent areas, ensuring more deprived areas are not left behind or disadvantaged.
 - d) Carers – will be advantaged by the programme since they are likely to be regularly driving cars around Oxfordshire to fulfil caring responsibilities and will be more enabled to switch to driving EV when there is a comprehensive network of reliable and affordable chargers right across Oxfordshire.

8.3 The Equalities Impact Assessment is included in Annex A.

9. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS

9.1 A full Climate Impact Assessment of the OXLEVI programme shows an overall positive climate impact across energy, sustainable transport, procurement and investment, people, and organisations, and a just transition.

9.2 The programme has built in mitigations to counteract some of the negative impacts indicated by supporting the use of private (although cleaner) vehicles, including co-location with Transport Hubs and inclusion of shared car club vehicles where possible.

9.3 The Climate Impact Assessment has been reviewed and approved by the Head of Climate Change at OCC.

9.4 West Oxfordshire has air quality management areas in Witney and Chipping Norton. EV infrastructure will support the use of EVs which will improve air quality in the district.

10. BACKGROUND PAPERS

10.1 None.

(END)