

REPORT TO POLICY AND RESOURCES COMMITTEE – 11 JUNE 2015

USE OF DELEGATED POWERS TO PROCURE THE SUPPLY AND INSTALLATION OF ELECTRIC VEHICLE RAPID CHARGING UNITS, etc

1 Recommendation

The Committee is recommended to note the use by Officers of delegated powers (as provided in the List of Powers Delegated to Officers, paragraph A18), by reason of special urgency in order to award a contract for the supply and installation of four 50kW Electric Vehicle Rapid Charging Units and Associated Infrastructure as detailed in Appendix 1 to this report.

2 Background/Discussion

- 2.1 The 'Plugged In Places Programme' (PIP) has been developed by the Scottish Government as part of its obligation to meet the Carbon reduction targets set out in the Climate Change (Scotland) Act 2009.
- 2.2 As the delivery partner, Transport Scotland aims to provide a High Powered Interoperable Network of Electric Vehicle Charge points across Scotland. This aligns with The Council's 2013 Local Transport Strategy commitment to support the uptake of electric vehicles and alternative fuel types and to support the adoption of new initiatives where appropriate (p.17).
- 2.3 Further to a number of fully funded PIP grant awards, Aberdeenshire Council has delivered a 50kW unit in Laurencekirk, Inverurie, Peterhead, and Banff (the unit is currently being relocated) and 22kW charging units currently being installed in Huntly, and Ellon. Usage data suggest that combined, the units have delivered almost 800 charges in the past 12 months.
- 2.4 The Council, through the Community Planning Partnership, received a further grant of £160k to procure and install four 50kW Triple Outlet Rapid Electric Vehicle Charging Units at Aboyne, Alford, Braemar and Fraserburgh as determined by Transport Scotland, to be installed by 30 June 2015.
- 2.5 Early engagement with the Council's Procurement Services identified that the best way to proceed was to use the 'Chargeplace Scotland Best Offer Framework', set up by Transport Scotland and the Energy Savings Trust. The framework is available to Local Authorities in receipt of grant funding from both Transport Scotland and EST. The three framework suppliers have been thoroughly assessed and meet all conditions set out by both partners.

- 2.6 The use of the framework has been approved by the Head of Commercial and Procurement Services and the ability to use the framework not only provides confidence in the quality of the services provided but will also offers significant time benefits.
- 2.7 Under the Chargeplace Scotland Framework, and in collaboration with the Councils Procurement Team, framework suppliers were invited to carry out site surveys prior to launching the mini-competition on 15 April 2015 which closed on 22 April 2015. Due to the Policy and Resources Committee timetables it was not be possible to report tender returns to the Policy and Resources Committee for approval, appoint a supplier, and install the units in order to meet the 30 June 2015 grant expiry deadline.
- 2.8 Paragraph A18 of the List of Powers Delegated to Officers allows a decision to be made by Officers on any matter which ordinarily requires to be determined by the Council or Committee but, by reason of special urgency, it is impractical to convene a meeting of the full Council or the relevant Committee to make the decision. The consequences of not treating this matter as of one of special urgency would mean that the Council would not be able to meet the conditions of Plugged in Places funding.
- 2.9 The Head of Finance and Monitoring Officer within Business Services have been consulted and their comments have been incorporated within the report.

3 Equalities, Staffing and Financial Implications

- 3.1 An equality impact assessment is not required because the recommended actions do not have a differential impact on people with protected characteristics.
- 3.2 There are no direct staffing implications associated with this report.
- 3.3. The Grant Award value is £160k and is fully funded by Transport Scotland. The grant covers both procurement and installation of the units, as well as the supporting infrastructure. The contract to supply and install the four 50kW Electric Vehicle Charge Points was awarded to APT Controls Ltd for just over £113,000.
- 3.4 Ongoing financial implications as a result of installing the four Electric Vehicle charging units include the cost of maintenance after the 3 year maintenance agreement expires estimated at £1,500 per unit per year and can be accommodated within the Car Parks budget line.

Stephen Archer
Director of Infrastructure Services

Appendix 1

**REPORT TO HEAD OF LEGAL AND GOVERNANCE AND HEAD OF FINANCE –
28 APRIL 2015**

**DELEGATED APPROVAL TO PROCURE SUPPLY AND INSTALLATION OF
FOUR FULLY GRANT FUNDED 50kW ELECTRIC VEHICLE RAPID CHARGING
UNITS UNDER THE ENERGY SAVINGS TRUST CHARGEPLACE SCOTLAND
FRAMEWORK**

1 Recommendations

- 1.1 It is recommended that the Head of Legal and Governance and the Head of Finance by reason of special urgency, use the delegated powers provided in the List of Powers Delegated to Officers, paragraph A18, to approve the procurement of four 50kw Electric Vehicle Charge Points, following a competitive tendering exercise undertaken in April 2015, fully grant funded by Transport Scotland.**

2 Discussion/Background

- 2.1 Paragraph A18 of the List of Powers Delegated to Officers allows a decision to be made by Officers on any matter which ordinarily requires to be determined by the Council or Committee but, by reason of special urgency, it is impractical to convene a meeting of the Full Council or the relevant Committee to make the decision.
- 2.2 In September 2014, the Council, through the Community Planning Partnership, was allocated a grant (funded by Transport Scotland Plugged in Places programme) of £160k to procure and install four 50kW Triple Outlet Rapid Electric Vehicle Charging Units at Aboyne, Alford, Braemar and Fraserburgh, to be installed by 30 June 2015. Further information on the Plugged in Places programme is included in the Appendix.
- 2.3 Early engagement with the Council's Procurement Services identified that the best way to proceed was to use the 'Chargeplace Scotland Best Offer Framework', set up by Transport Scotland and the EST. The framework is available to Local Authorities in receipt of grant funding from both Transport Scotland and EST. The three framework suppliers have been thoroughly assessed and meet all conditions set out by both partners.
- 2.4 The Councils Joint Procurement Team have developed, in conjunction with Aberdeen City, a process to utilise the framework which was finalised in March 2015. The use of the framework has been approved by the Head of Commercial and Procurement Services and the ability to use the framework not only provides confidence in the quality of the services provided but will also offers significant time benefits.

- 2.5 Under the 'Chargeplace Scotland Best Offer Framework' and in collaboration with the Councils Procurement Team, framework suppliers were invited to carry out site surveys prior to launching the mini-competition on 15 April 2015, with the competition closing on 22 April 2015. Due to the Policy and Resources Committee timetables it will not be possible to report tender returns to the Policy and Resources Committee for approval, appoint a supplier, install the units and meet the 30 June 2015 grant expiry deadline.
- 2.6 The purpose of this report is to seek delegated powers to award the contract to supply and install the four 50kW Electric Vehicle Charge Points for a total of £113,212.56 to supplier APT Controls Ltd (APT). APT is the recommended supplier following an evaluation of both quality and price of the tender return documents received on 22 April 2015.
- 2.7 The Head of Commercial and Procurement Services and Procurement Business Partner within Business Services have been consulted and their comments are incorporated within the report.

3 Equalities, Staffing and Financial Implications

- 3.1 An equality impact assessment is not required because the recommended actions do not have a differential impact on people with protected characteristics.
- 3.2 There are no direct staffing implications associated with this report.
- 3.3. The Grant Award value is £160k and is fully funded by Transport Scotland. The grant covers both procurement and installation of the units, as well as the supporting infrastructure.
- 3.4 Ongoing financial implications as a result of installing the four Electric Vehicle charging units include the cost of maintenance after the 3 year maintenance agreement expires estimated at £1,500 per unit per year and can be accommodated within the Car Parks budget line.

Ewan Wallace
Head of Transportation

Report prepared by Chris Menzies
Date 24 April 2015

Appendix – Background to ‘Plugged in Places’

The Climate Change (Scotland) Act 2009 introduced ambitious targets to reduce carbon emissions by 42% by 2020 and by 80% by 2050. It is widely recognised that reducing carbon emissions from transport will be particularly challenging as the sector accounts for a quarter of Scottish carbon emissions. The Scottish Government is keen to encourage the development and use of low carbon vehicle technology and envisages almost complete decarbonisation of road transport by 2050 through the wholesale adoption of electric cars and vans.

The Plugged In Places Programme (PIP) has been developed by the Scottish Government via Transport Scotland with a view to provide a High Powered Interoperable Network of Electric Vehicle Charge points across Scotland. The Council's 2013 Local Transport Strategy makes a commitment to support the uptake of electric vehicles and alternative fuel types and to support the adoption of new initiatives where appropriate.

This has resulted in the delivery of a 50 kW unit in each of Laurencekirk, Inverurie, Peterhead, and Banff (the unit is currently being relocated) and 22kW charging units to be installed in Huntly, and Ellon. Usage data suggest that the 50kW units have delivered almost 800 charges in the past 12 months.

