

North Yorkshire Council

Executive

04 July 2023

Local EV Infrastructure Fund Allocation – Acceptance

Report of the Corporate Director Environment.

1.0 PURPOSE OF REPORT

- 1.1 For the Executive to note the background and detail of the submission of an expression of interest and proforma to the Local Electric Vehicle Infrastructure Capital and Capability funds respectively
- 1.2 To recommend that the Executive delegate authority to the Executive Member for Highways and Transportation in consultation with the Corporate Director – Environment and the Corporate Director Resources to approve a Stage 2 application for the LEVI Capital Fund.
- 1.3 To recommend that the Executive delegate authority to the Deputy Leader of the Council/Executive Member for Finance and Resources and the Executive Member Highways and Transportation in consultation with the Corporate Director Environment and the Corporate Director Resources to accept the grant award of £4.88m subject to acceptable terms and conditions being received.

2.0 SUMMARY

- 2.1 This report provides a background and update on the Local EV Infrastructure Fund (LEVI). It details the submission of an Expression of Interest to the LEVI Capital Fund, intended to support delivery of electric vehicle (EV) infrastructure with an indicative allocation for NYC of £4.88m and the report provides details on submission of a proforma for the LEVI Capability Fund with an indicative allocation of £405,080. The report seeks delegated authority for the Executive Member for Highways and Transportation to accept the grant award of £4.88m

3.0 BACKGROUND

- 3.1 UK Government has created several grant schemes to help enable the charging of Electric Vehicles (EVs) at home, in the workplace and on local streets. The Local Electric Vehicle Infrastructure (LEVI) is a £400m scheme operated by the Office for Zero Emission Vehicles (OZEV) and supported by £50m resource funding (£10m has already been allocated to fund a LEVI pilot scheme).
- 3.2 LEVI has been set up to address three key challenges:
 1. Improving the consumer experience
 2. Increasing the pace of rollout
 3. Increasing opportunities for charging for long journeys
- 3.3 The LEVI scheme has two key objectives:
 1. Delivering a step-change in the scale of deployment of local, primarily low power, on-street charging infrastructure across England
 2. Accelerating the commercialisation of, and investment in, the local charging infrastructure sector

- 3.4 There are three main strands to this fund:
1. LEVI pilot fund – delivery of innovative Electric Vehicle Charging Points (EVCPs) delivery projects
 2. LEVI capability fund – to increase local authority resourcing for the planning and delivery of EV Infrastructure.
 3. LEVI Capital fund – to support deployment of infrastructure ahead of need
- 3.5 LEVI pilot fund - We made a successful bid to the LEVI Pilot fund securing £2m towards the delivery of a £2.2m scheme which will provide 70 EVCPs (more information can be found in the BES Executive Report from 16 June 2022) by 31 March 2025. We will co-locate EVCPs with battery storage powered by renewables over two rural sites in each of our seven areas. These EVCPs will provide a solution that can be tested and, if successful, be rolled out en masse to overcome the challenges of delivery in rural areas.
- 3.6 Officers currently working on the LEVI Pilot scheme delivery have reached a knowledge gap in designing the renewable technology system for the scheme, as a result North Yorkshire Council (NYC) has undertaken a recruitment exercise for an EV Delivery Manager. Through a corporate cross checking of skills exercise, it was established that we could recruit someone to the post internally from the Transformation team. This gives us greater flexibility than external recruitment and reduces the financial risk to the project. The candidate commenced this role on 24 April 2023.
- 3.7 Further, OZEV decided to upscale the LEVI Pilot fund and asked for expressions of interest in respect of capital delivery of additional EVCPs through the LEVI Pilot Upscaling Fund. The focus has shifted, however, from schemes in the original LEVI Pilot fund which offered scaled commercial innovation to schemes which can offer high volume rollout of EVCPs. NYC's proposal is that we have the ability to deliver 82 chargers (additional to the original 70 outlined at section 3.5), at locations identified in the site selection exercise, undertaken as part of the EV Public Charging Infrastructure Rollout Strategy, and we were awarded an additional £1,237,000 which means we have received a total of £3.237m from the LEVI Pilot fund. These EVCP's are expected to be delivered by 31 March 2025.
- 3.8 LEVI capability fund – The capability fund launched on 27 February 2023, and we proposed to use this funding to cover the salaries (including on costs) of the EVI Project Delivery Manager and some Transport Officer and Senior Transport Planning Officer time. This was not a competitive fund and local authorities (LA's) were given an indicative allocation and had to provide justification. We have received £88,920 funding from this fund to date. The detail on this can be found in the Local Electric Vehicle Infrastructure (LEVI) Capability Fund – Acceptance of Grant report¹ to the Executive Member for Highways and Transportation on 09 March 2023.
- 3.9 LEVI capital fund - OZEV announced the LEVI capital fund on 30 March 2023 with an indicative allocation of £4,880,000 for North Yorkshire. This will enable rollout of a much greater number of chargers than we have been able to attract funding for so far. Again, this is an allocation not a competitive bidding process and LAs are asked if they can spend the money in the financial year 2023/24 or 2024/25.
- 3.10 A summary of the LEVI Funding streams, and their status is below:

1

<https://edemocracy.northyorks.gov.uk/documents/s17394/Local%20Electric%20Vehicle%20Infrastructure%20LEVI%20Capability%20Fund%20-%20Acceptance%20of%20Grant.pdf>

Funding source	Purpose	Funding amount	What will be delivered	Status	Spend Date
LEVI Pilot Funding	Innovative delivery of EVCPs	£2m	70 chargers powered by renewable technology linked to battery storage	Successful	31 Mar 2025
LEVI Pilot Upscaling	Extension of pilot scheme however funding focussed on rollout at scale given Ofgem regulation due 01 April which means that we do not pay for upgrades and reinforcement work to existing assets (still pay for new infrastructure)	£1.237m	80 chargers at an additional 17 sites not powered by renewables but some on-street charging	Successful	31 Mar 2025
LEVI Capability Fund Round 1	increase local authority resourcing for the planning and delivery of EV Infrastructure	£88.9k	Funding for an EV Infrastructure Team	Successful	31 Mar 2025
LEVI Capital Fund	to support deployment of infrastructure ahead of need.	£4.88m	Mass rollout of EVCP's	Pending Submission – allocation not guaranteed	31 Mar 2025
LEVI Capability Fund Round 2	increase local authority resourcing for the planning and delivery of EV Infrastructure	£405,080 allocated over 2 FY	Funding for an EV Delivery Manager and partial time supporting roles	Pending Submission – allocation not guaranteed	31 March 2025

4.0 LEVI Capital Fund Expression of Interest

4.1 The UK Government's LEVI Fund supports local authorities in England to work with the charge point industry, to improve the roll out and commercialisation of local charging infrastructure. These EVCP's are intended to help residents who don't have access to off-street parking and need to charge their electric vehicle (EV). The fund includes:

- Capital funding to contribute to the costs of delivering charge points.
- Capability funding for local authorities to employ and train new staff specifically to plan and deliver charge point infrastructure.

4.2 LEVI funding will be allocated to Tier 1 local authorities in England. NYC has received an indicative allocation of £4.88m capital funding and was invited to complete an expression of interest (EOI) which was submitted on 26 May 2023 following approval from the Executive Member for Highways and Transportation². The submitted EOI for the Capital Fund can be found at **Appendix A**

²

<https://edemocracy.northyorks.gov.uk/documents/s19064/Local%20EV%20Infrastructure%20Fund%20Allocation%20-%20Expression%20of%20Interest%201.pdf>

- 4.3 For local authorities to access their indicative funding, they must follow a three-stage process:
1. Stage 1 – Expression of Interest
 2. Stage 2 – business case, criteria compliance and tender document review
 3. Stage 3 – contract review
- 4.4 The LEVI Fund can be spent on all capital costs associated with the installation of EVCPs. This includes charge point hardware, electrical connection costs, civil engineering costs and other installation costs. The LEVI Fund is intended to fund primarily lower powered local charge points. Rapid charging is eligible for funding as part of projects, but it's expected that most of the funding supports delivery of lower powered charge points in line with LEVI Fund objectives.
- 4.5 During the EOI stage, local authorities were asked if they'd like to receive their capital funding in either the 2023/24 financial year (referred to as tranche one in the EOI) or the 2024/2025 financial year (tranche two). Local authorities were invited to indicate their preferred tranche based on how prepared they are to submit a full LEVI Capital fund application and receive funding. The LEVI Support Body will assess the EOIs and determine which tranche the local authority will progress in. The Support Body will notify local authorities of their tranche, and then help local authorities with the next stage of their application. NYC had opted for tranche two given their current level of preparedness to complete a full application.
- 4.6 It has been identified that in order to meet the grant spending deadline for both the LEVI Pilot scheme and the LEVI Capital Fund, the procurement for the EV chargers must begin as soon as possible and as one procurement exercise in order to achieve economies of scale. To do this NYC will need to bid for Tranche 1 which requires completion of the Stage 2 application and gaining approval from OZEV.
- 4.7 Officers have consulted with OZEV regarding the proposal to revert to Tranche 1 and undertake a single tender exercise for all LEVI grant funding allocations. OZEV have agreed in principle for NYC to undertake one procurement exercise for both funds owing to economies of scale and private sector investment that can be realised as a result of undertaking a single larger tender exercise. As stated above, in order, to meet the requirements of Tranche 1, OZEV require a Stage 2 application to be submitted and formally approved by NYC before the procurement exercise can be launched.
- 4.8 The Stage 2 application portal is due to be launched on 24 July 2024 with an announcement on the allocated local authority tranches issued ahead of that date. Officers have been informed that OZEV expect to take 10 working days to review applications post submission. OZEV have said that grant funding received in Tranche 1 (23/24) does not have to be spent in the same financial year but must be spent by the deadline of 31st March 2025.
- 4.9 Officers are able to prepare an application to submit the Stage 2 application as soon as possible after 24 July. However, due to the alignment of Executive meetings in August 2023, officers recommend that authority to approve the Stage 2 application for the LEVI Capital fund is delegated to the Executive Member for Highways and Transportation in consultation with the Corporate Director – Environment and the Corporate Director Resources as set out in 1.2 above.

- 4.10 The EOI did not give the opportunity to provide the context that North Yorkshire Council became a unitary authority on 01 April 2023 and how this impacts the response. All of the former district and borough councils have existing EVCP contracts in place and the NYC legal team is currently reviewing the impact they may have on future EVCP procurement opportunities in those areas. The support body agreed that an email with this context should be shared with them and OZEV along with our submission.
- 4.11 In the EOI, it is outlined that NYC has a dedicated EV Infrastructure (EVI) Strategy and provides a summary of its contents. It is highlighted that the approach to procurement has been considered and the procurement team has been engaged. However, it is reiterated that, at this stage, an NYC Partnerships and Procurement Lawyer is currently reviewing the existing former district and borough EVCP contracts with the outcome expected to inform how to proceed with procurement in a matter of weeks.
- 4.12 It is also indicated that the preferred commercial arrangement is a public-private commercial partnership through a concessionary model, as presented to and agreed at NYC's Executive on 02 May 2023³. NYC will use central government grant funding to provide a public sector contribution towards the installation costs but will expect a charge point operator (CPO) to provide additional funding and to cover the revenue costs of operating and maintaining the charge points for an agreed period of time. This approach balances the potential risks and revenue generation opportunities for NYC.
- 4.13 It is stated that NYC have engaged with the key Distribution Network Operator (DNO) in the area and that, although the exact EVCP technology to be installed is unknown at this stage, it is intended that passive infrastructure (which is when the cabling and electrical capacity is installed without the above ground charging equipment) is installed for an additional minimum 1 socket per site and that the number of EVCP's that will be delivered with the £4.88m has been considered (around 1000 bringing us much nearer to our target of 1529 EVCP's by 2030).
- 4.14 In the EOI it is indicated that NYC does plan to install supporting/complementary technology to reduce the overall costs, including smart management systems and load management. It is stated that NYC intends to spend the full allocation indicatively given to the authority and that we expect to leverage private investment/finance through the project. It is indicated that the current ratio of public/private funding of 91:9 will be upheld as a minimum, but the funding source is unknown at this stage, and we do not expect to use prudential borrowing against the project.

5.0 LEVI Capability Fund

- 5.1 The LEVI Capability fund is available to Tier 1 local authorities in England. The Capability fund aims to:
- increase the capacity and capability of every Tier 1 local authority to plan and deliver EV infrastructure
 - enable every Tier 1 local authority to have a published EV infrastructure strategy for its area
 - enable every Tier 1 local authority to take advantage of the LEVI capital fund

3

<https://edemocracy.northyorks.gov.uk/documents/s18595/North%20Yorkshire%20Council%20Electric%20Vehicle%20Public%20Charging%20Infrastructure%20Rollout%20Strategy.pdf>

- 5.2 On 30 March 2023 government launched £37.8m of Capability Funding, covering FY23/24 and 24/25. NYC's indicative allocation is £405,080 (£202,540 per year) and we submitted an updated proforma and grant documentation to the LEVI Support Body on 26 May 2023 following approval from the Executive Member for Highways and Transportation⁴. The proforma for the Capability Fund can be found at **Appendix B**. Information on when a decision will be made for 23/24 allocations and payments will be made will be provided thereafter. This funding would bring the total Capability Fund awarded to NYC to £494,000.
- 5.3 Local authorities were invited to use the proforma to identify how the resource funding can best support them to increase their capability to deliver EV infrastructure. This could mean one or multiple full-time members of staff across different roles and teams.
- 5.4 When NYC submitted its application for the 22/23 fund the following three roles were proposed at a total cost of £88,920:

Role Title	Team within local authority	% FTE dedicated	Funding required
EV Infrastructure Delivery Manager	Major Projects	100	£64,627.50
Senior Transport Planning Officer	Transport Planning	10	£6,305.60
Transport Officer	Transport Planning	35	£17,986.90
Total			£88,920.00

- 5.5 Our request in our original Capability Fund application included funding for an EV Infrastructure Delivery Manager. It was originally intended when preparing our previous bid that the EV Infrastructure Deliver Manager would be a project manager with experience in renewable technologies graded at a Band N, however, through a corporate cross checking of roles and to manage risk we instead brought in a EVI Project Delivery Manager at Band M and intend to commission consultants/experts to design the renewable system required to support delivery of the LEVI Pilot as a discreet piece of work. This cannot be funded through the existing LEVI Pilot project as that is capital funding not revenue funding.
- 5.6 Further, the appointment of the EVI Project Delivery Manager enabled a review of resourcing requirements and as a result the new application presents our proposal to expand the EVI team. The application includes a supporting officer role for the EVI Project Delivery Manager, an additional EV Infrastructure Officer (previously referred to as a Transport Officer), and an Electrical Inspector. The indicative funding allocation will also enable NYC to pay for the Senior Responsible Officers time. The proposed team and FTE spent on this project is as follows:

4

<https://edemocracy.northyorks.gov.uk/documents/s19064/Local%20EV%20Infrastructure%20Fund%20Allocation%20-%20Expression%20of%20Interest%201.pdf>

Role Title	Team within local authority	% FTE dedicated	Funding required 23/24	Funding required 25/26
Head of Major Projects & Infrastructure	Major Projects	20	£13,476.01	£20,261.97
Senior Transport Planning Officer	Transport Planning	25	£15,673.03	£6,799.32
EVI Project Delivery Manager (Level 2)	Major Projects	0	£0.00	£50,994.89
EVI Project Delivery Manager (Level 1)	Major Projects	40	£15,005.59	£21,770.56
Electric Vehicle Infrastructure Officer	Major Projects	65	£35,373.88	£59,519.79
Electric Vehicle Infrastructure Officer	Major Projects	100	£39,789.75	£57,686.64
Electrical Inspector	Electrical Engineering	40	£12,464.42	£18,170.27
Total:			£169,876.56	£235,203.44

Please see **Appendix C** for the roles and responsibilities of the aforementioned officers.

- 5.7 It should be noted that the requested amount for the Senior Transport Planning Officer, EVI Project Delivery Manager and the EV Infrastructure Officer in financial year 23/24 is reflective of the amounts already received to pay for some or all of these posts through the Capability Fund 22/23 allocation.
- 5.8 This proposal seeks funding for £169,876.56 in 23/24 (this amount includes individual salary plus on costs and budgeted inflation) with £38,093.87 of the allocation remaining. It is proposed the remaining allocation is spent on consultants' fees to design the renewable energy system for the LEVI Pilot scheme, given the lack of expertise in this area both internally and with NYC partner organisations. Evidence is required to be provided for proposals which include consultancy fees and funding for discreet pieces of work which are funded on an exceptional basis (see Annex A in **Appendix B** for more information). It should be noted that the cost for salaries in 23/24 has been calculated over 9 months as, at the time of writing, Quarter 2 is approaching, and it is not known when a decision on the grant will be made.
- 5.9 In the 24/25 financial year NYC will spend £235,203.44 (this amount includes an increase to accommodate pay scale increments, individual salary plus on costs and budgeted inflation) and will result in the same level of resource as the previous year except for the Senior Transport Planning Officer whose time on the project will reduce to 10%.
- 5.10 Although OZEV outline, in their letter to offer NYC's indicative allocation, that it will be split evenly between the two financial years they have stated that in this instance it would be fine to profile spend as is seen fit by the local authority, in this case less in year one and more in year two, however, the grant will need to be allocated across the two financial years as indicated in the offer letter (£202,540 per year).

- 5.11 NYC has proposed some changes to the objectives for the grant marking the publication of an EV Infrastructure Strategy and Developing and submitting a LEVI Capital Fund proposal as complete. The completion dates of the other activities have been revised and some further objectives have been added including a review of NYC contracts, development of the on-street charging policy, launch a request for information from potential renewable technology providers and project management

6.0 ALTERNATIVE OPTIONS CONSIDERED

- 6.1 Alternative options have been considered and consulted on (internally and with the LEVI Support Body) throughout the EOI and proforma development and the final recommendation is a result of the feedback received from those key stakeholders and the experience of officers.
- 6.2 Making external appointments to the project team through the capability funding was considered, however, to manage the financial risk and the scalability of the project only internal appointments are proposed to be made.
- 6.3 A range of options was also considered for the roles available within the team including funding a single EVI Project Delivery Manager full time and one EV Infrastructure Officer, instead of two, however, to ensure the project is delivered on time and within budget the proposed option, outlined at section 5.7, is thought to be the most appropriate for the council at this time.

7.0 FINANCIAL IMPLICATIONS

- 7.1 The delivery of the EV Public Charging Infrastructure Rollout Strategy⁵ is heavily dependent upon securing access to government and charge point operator revenue and capital funding such as this.
- 7.2 The Capital Grant Funding of £4,880,000 will be used for delivery of EV Infrastructure only as outlined in our EOI at **Appendix A**.
- 7.3 The Capability revenue funding will be used to pay for the salaries and overheads of personnel required to deliver EV charging infrastructure and a small discreet piece of work only, as outlined in our submission to the Office for Zero Emission Vehicles as attached at **Appendix B**. It is anticipated that the appointments will be made using existing resource to match the availability of the grant funding. The grant funding will cover costs of resource over 2 financial years, therefore any remaining funding after year 1, will need to be carried into year 2 to cover resource commitments. Once the grant funding ends ongoing future year costs will need to be managed from within existing staffing budgets within the highways service in the absence of further OZEV funding being available. It is not anticipated that there will be further OZEV revenue funding in future years. If further rounds of capital funding for EV Infrastructure were made available, we would seek to include staffing costs in those bids, if acceptable to the funder. Utilising existing resource means that once the grant funding ends all roles, except the EV Infrastructure Officers (as this is not an existing role), could return to their respective service and role. It is anticipated that the EV Infrastructure Officers roles will need to continue to support management and future development of the EV Infrastructure across North Yorkshire. 7.4 No match funding is required to secure the funding, however, OZEV has made clear they expect NYCC to secure additional private investment to meet the same public:private funding ratio as in the LEVI Pilot proposal, which is 91:9. OZEV added that the funding ratio should be something we aim to achieve; however, it is appreciated that as we are yet to confirm contract details

5

<https://edemocracy.northyorks.gov.uk/documents/s18595/North%20Yorkshire%20Council%20Electric%20Vehicle%20Public%20Charging%20Infrastructure%20Rollout%20Strategy.pdf>

with suppliers this may be subject to some change. OZEV do not expect to penalise based on changes to the funding ratio, but changes should ideally not be such that they result in significant changes to what the proposed project can deliver. Confidence that we can achieve this through a concessionary model (where a public sector contribution is made towards the installation costs, but a charge point operator, or similar, will provide additional capital funding to cover the costs of operating and maintaining the charge points for an agreed period of time) is high, and interest from industry partners wishing to form strategic partnerships has already been received. This will be investigated fully at the next stage of application.

7.4 Grant Terms and Conditions have not yet been received by NYC therefore, before any grant is accepted, a full review will take place for acceptability.

7.5 It should be noted that the consultancy fees outlined in section 5.8 of this report cannot be funded through the existing LEVI Pilot project as that is capital funding not revenue funding. Therefore, these costs will be met through the Capability Fund which is a revenue fund.,

8.0 LEGAL IMPLICATIONS

8.1 In the event that partnering opportunities arise to assist in delivering the £4.88m capital project the Council's Procurement and Contract Procedure rules, Procurement legislation and subsidy control rules will be adhered to.

8.2 At the present time the recommended concessionary delivery model for ECVF roll out is not known however the finalised model will comply with the Public Concession Regulations 2016, if applicable and the Local Government Act 2003, the Localism Act 2011 and any other relevant regulations or legislation in respect of any profits generated by NYC.

8.3 It is acknowledged that legal implications may arise in relation to accepting this funding and at implementation stages, as well as consideration of any statutory barriers in relation to highway infrastructure proposals.

8.4 Legal services will advise on the funding agreement

9.0 EQUALITIES IMPLICATIONS

9.1 Consideration has been given to the potential for any equality impacts arising from the recommendations. It is the view of officers that at this stage the recommendations do not have an adverse impact on any of the protected characteristics identified in the Equalities Act 2010. A copy of the Equalities Impact Assessment screening form is attached as **Appendix D**.

10.0 CLIMATE CHANGE IMPLICATIONS

10.1 A climate change impact assessment has been carried out, see **Appendix E**. Accepting the recommendation to submit the expression of interest will have no direct climate change impact. However, accepting the LEVI Capital and Capability funding that is being sought would have a positive impact on climate change by enabling the infrastructure to be in place to support the shift from petrol/diesel vehicles to Electric Vehicles.

11.0 REASONS FOR RECOMMENDATIONS

11.1 The following proposals are recommended to be approved:

1. That the Executive Note the contents of this report and the application made to the LEVI Capital and Capability funds respectively

2. That the Executive delegates authority to the Executive Member for Highways and Transportation in consultation with the Corporate Director – Environment and the Corporate Director Resources to
 - a. Approve the submission of a Stage 2 application to access the £4.88m grant funding
 - b. Accept the grant award of £4.88m subject to acceptable terms and conditions being received and reviewed.

11.2 The reason for the second recommendation is that the Council's Financial Procedure Rules require the Executive to approve the acceptance of external funding offers valued over £1m. As it is not known when any grant award will be made and what the deadline for acceptance will be, it is not possible to factor in the securing of that approval. In previous iterations of the fund, the timings stipulated by the awarding body have been so tight that alignment with the Executive meeting schedule to obtain permission to accept the grant has proved difficult to achieve.

12.0 RECOMMENDATIONS

12.1 That the Executive:

- i. Notes the contents of this report and the application made to the LEVI Capital and Capability funds respectively
- ii. Delegates authority to the Executive Member for Highways and Transportation in consultation with the Corporate Director – Environment and the Corporate Director Resources to approve the Stage 2 application for the LEVI Capital Fund
- iii. Delegates authority to the Deputy Leader of the Council/Executive Member for Finance and Resources and the Executive Member for Highways and Transportation in consultation with the Corporate Director Environment and the Corporate Director Resources to accept the grant award of £4.88m subject to acceptable terms and conditions being received and reviewed.

APPENDICES:

Appendix A – Capital Fund EO1
Appendix B – Capability Fund Proforma
Appendix C – Roles and Responsibilities
Appendix D – EIA
Appendix E – CCIA

BACKGROUND DOCUMENTS:

<https://edemocracy.northyorks.gov.uk/documents/s17394/Local%20Electric%20Vehicle%20Infrastructure%20LEVI%20Capability%20Fund%20-%20Acceptance%20of%20Grant.pdf>

<https://edemocracy.northyorks.gov.uk/documents/s19064/Local%20EV%20Infrastructure%20Fund%20Allocation%20-%20Expression%20of%20Interest%201.pdf>

<https://edemocracy.northyorks.gov.uk/documents/s18595/North%20Yorkshire%20Council%20Electric%20Vehicle%20Public%20Charging%20Infrastructure%20Rollout%20Strategy.pdf>

Karl Battersby
Corporate Director – Environment
County Hall
Northallerton
04 July 2023

Author of report - Keisha Moore, Senior Transport Planning Officer
Presenter of Report – Cllr Keane Duncan with Keisha Moore in attendance

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

LEVI Capital Funding Expression of Interest form

The following form can be saved and edited at a later date. A shareable link can also be created that enables multiple users to view and edit the same draft.

Once the form has been submitted you will be able to review your answers, but it will not be possible to make further changes.

Throughout the form there are links to supporting information in the Knowledge Repository, hosted on the National Electric Vehicle Insight & Strategy Service. To access these links, please create an account on the N.E.V.I.S Platform:

[Home - National EV Insight & Strategy | Delivered by Genex](#)

If you have any questions or difficulties while completing this form, please contact LEVI@est.org.uk.

1. Are you completing this form on behalf of one or more London boroughs?

Yes:

No: X

Local authority details (complete only if No to question 1)

2. Name the lead local authority:

North Yorkshire Council

3. Provide a list of all additional local authorities involved in the bid (if any).

County authorities and combined authorities should list all constituent authorities involved in the application.

Although we are now a single tier authority the former district and borough authorities are:

- Hambleton District Council
- Scarborough Borough Council
- Selby District Council
- Ryedale District Council
- Richmondshire District Council
- Craven District Council
- Harrogate District Council

4. Provide letters of support or evidence of contact with second tier authorities

N/A

5. Address of the lead local authority:

Street address: County Hall

Street address line 2:

Racecourse Lane

City:

Northallerton

County:

North Yorkshire

Post code:

DL7 8AD

6a. Does the lead local authority have responsibility for the maintenance of the public highway/residential streets where the proposed chargepoints are to be located?

Yes: X No:

6b. If no, provide details of permission from the relevant Highway Authority

N/A

7. Optional: Provide supporting documents from the relevant Highways Authority.

N/A

London borough details (complete only if Yes to question 1)

2. Name the lead London borough:

N/A

3. Provide a list of all additional London boroughs involved in the bid (if any).

N/A

4. Provide letters of support from partner London boroughs

N/A

5. Address of the lead London borough:

Street address:

Street address line 2:

City:

County:

Post code:

6a. Does the lead London borough have responsibility for the maintenance of the public highway/residential streets where the proposed chargepoints are to be located?

Yes:

No:

6b. If no, provide details of permission from the relevant Highway Authority

N/A

7. Optional: Provide supporting documents from the relevant Highways Authority.

N/A

Contact information

8. Lead contact details

9. Is the lead contact a dedicated Electric Vehicle (EV) officer?

Yes:

No: X

secondary contact details

10. Is the lead contact a dedicated Electric Vehicle (EV) officer?

Yes:

No: X

Electric Vehicle Infrastructure Strategy

The following questions will help us understand whether there is currently an Electric Vehicle Infrastructure (EVI) strategy in place, how far it has been developed and how it aligns with the aims of LEVI.

If you do not have a strategy in place, please indicate when one is likely to be prepared (to the best of your ability).

Information about developing an EVI strategy is available here: [Developing your Strategy - National EV Insight & Strategy | Delivered by Genex](#)

11. Are you providing answers for multiple local authorities within a region?

Yes:

No: X

12. Do you currently have an EVI plan or strategy? Add a row for each local authority in your area:

Local authority:

North Yorkshire Council

Yes X / No

13. Which of the following best describes the status of your EVI strategy? Add a row for each local authority in your area:

North Yorkshire Council

Local authority:**We have a dedicated EVI strategy** **We have a net zero transport (etc.) strategy that includes EVI** **We're currently developing an EVI strategy** **We don't have a strategy and we're not preparing one**

14. Where a strategy or plan is in place, provide a summary. If a strategy is in progress, outline the key policies or thinking (if known).

Local authority: North Yorkshire Council

Summary:

North Yorkshire Council adopted the NYC Electric Vehicle Public Charging Infrastructure Rollout Strategy on 2nd May 2023. The Strategy makes recommendations the actions that need to be taken to reach our vision of creating a decarbonised North Yorkshire where zero emission mobility is accessible and convenient to all, recognising the unique rural nature of our county, improving quality of place through better local air quality and health. A comprehensive network of EVCPs will support the uptake of EV' s for residents, visitors and businesses over the next 10 years, accelerating the transition to zero emissions vehicles across North Yorkshire bringing new skills and investment to the local economy.

The Strategy highlights 10 Actions NYC should take to achieve its objectives and lists the critical success factors. The ten actions include:

1. Accelerating the rollout of EVCP' s
2. Delivering EV charging in rural areas
3. Supporting residents charging EV' s parked on street
4. Fostering collaborative working and building in house resource and skills
5. Ensuring visitors can charge at tourist hot spots
6. Decarbonising the Council' s fleet
7. Raising awareness to positively influence behaviours
8. Promoting standards for new development
9. Supporting businesses with EVCP rollout

The strategy forecasts that 3161 public charge points are required by 2030 (1,365 of which need to be delivered by 2025). It is anticipated that the public sector will need to fund 1529 of the overall charge point requirements by 2030 at an approximate cost of £10.3m. This figure is based on a mid-range estimate of forecast EVCP' s as well as mid-range costs per unit.

15. Optional - Provide a link to any online strategy documents here:

<https://edemocracy.northyorks.gov.uk/documents/s18595/North%20Yorkshire%20Council%20Electric%20Vehicle%20Public%20Charging%20Infrastructure%20Rollout%20Strategy.pdf>

16. Optional - Provide a copy of any strategy documents here:

17. Where a strategy or plan is not yet in place, when do you expect to publish one? If unknown, leave this blank.

Local authority:	Date __/__/__	Rationale:
Local authority:	Date __/__/__	Rationale:

Existing commercial arrangements

The LEVI Fund aims to increase the level of competition within the market, through competitive procurement. The following questions help us to ascertain if existing contracts exist, and how we can support you when developing new contracts.

18. Are you providing answers for multiple local authorities within a region?

Yes:

No: X

19. Do you have any existing contracts in place regarding public EVI installation and/or maintenance? Add a row for each local authority in your area.

North Yorkshire Council:	Yes [] No [X]	Suppliers:
Harrogate Borough Council:	Yes [X] No []	Suppliers: Connected Kerb
Selby District Council:	Yes [X] No []	Suppliers: EON Energy Solutions
Richmondshire District Council:	Yes [X] No []	Suppliers: TWM Traffic Control Systems Limited
Hambleton District Council:	Yes [X] No []	Suppliers: EVS Ltd
Craven District Council:	Yes [X] No []	Suppliers: Osprey
Ryedale District Council:	Yes [X] No []	Suppliers: Connected Kerb, Zest
Scarborough Borough Council:	Yes [X] No []	Suppliers: Connected Kerb

20. Do any existing contracts specify an exclusive arrangement with a single supplier?
If yes, please provide details.

Unknown at time of writing

21. If yes, what is the anticipated end date of this exclusivity clause?

Local authority:	Supplier:	Date __/__/__
Local authority:	Supplier:	Date __/__/__
Unknown at time of writing		

Electric Vehicle Infrastructure Procurement

The following questions will help us understand the extent to which you have considered procurement for your project. At this stage, it is not expected that all applicants will know their approach to procurement.

Information on EVI procurement is available here: [Procurement - National EV Insight & Strategy | Delivered by Cenex](#)

22. Have you considered your approach to procurement?

Yes: X

No:

23. Have you engaged your procurement team?

Yes: X

No:

24. If you have considered your approach, provide a summary of your expected route to tender:

North Yorkshire Council lawyers are currently reviewing the former district and borough council contracts, this will inform the procurement strategy, however, it is anticipated that a concessionary delivery model will be used to leverage private sector investment and it is likely that a lotting approach will be taken to delivery. This could include a lot with commercially attractive sites, where the GPO can choose where to put the EVCP' s, and a second lot with less attractive sites and NYC chooses where the EVCPs will go. Suppliers would be able to take both lots together and the second lot as an individual project.

26a. If you wish to use an existing contract from a competitive procurement exercise for part or all of your LEVI project, please explain why you wish to use this approach. Include the terms you would secure for the additional funding, and how it would secure a comparable outcome to competing the funding:

North Yorkshire Council lawyers are currently processing the former district and borough council contracts including looking at what, if any, headroom is built into the existing contracts, we may have scope to look at existing schedule of rates and fix the prices for a pre-determined period of time based on an existing contract.

26b. If you wish to use an existing contract from a competitive procurement exercise for part or all of your LEVI project, please attach the contract. This will remain confidential.

Preferred commercial arrangements

At this stage, it is not expected that all applicants will know their preferred commercial arrangements.

Information on commercial arrangements is available here: [Commercial Arrangements - National EV Insight & Strategy | Delivered by Cenex](#)

Information on Heads of Terms is available here: [Concession Heads of Terms - National EV Insight & Strategy | Delivered by Cenex](#)

27a. For your future LEVI contract, do you have a preferred commercial arrangement at this stage?

Yes: X

No:

27b. Which of the following best describes your preferred commercial arrangements for LEVI?

Own & Operate:

Public-Private Commercial Partnership (concession): X

Public-Private Commercial Partnership (external operator):

Joint venture:

Land lease:

Other/none of the above:

28. Outline the key terms of your preferred commercial arrangement if known:

a. Term (contract length)

b. Exclusivity

c. Tariff administration (method and rationale)

d. Relief clause

e. Concession fees (revenue or profit share)

f. Site selection and land arrangements

g. Route to procurement/platform

h. Local connection asset ownership

i. Charging asset ownership

j. Maintenance arrangements (responsible party for maintenance)

District Network Operator (DNO) engagement

The following questions will help us understand the extent to which you have engaged with the relevant DNOs for your project.

Information on DNO engagement is available here: [DNO Engagement - National EV Insight & Strategy | Delivered by Cenex](#)

29. Are you providing answers for multiple local authorities within a region?*

Yes:

No:

30. Do you know which DNO(s) operate within your area?

North Yorkshire Yes No

31. Have you previously installed any EVI that required DNO engagement?

North Yorkshire Council: Yes No
 Harrogate Borough Council: Yes No
 Selby District Council: Yes No
 Richmondshire District Council: Yes No
 Hambleton District Council: Yes No
 Craven District Council: Yes No
 Ryedale District Council: Yes No
 Scarborough Borough Council: Yes No

32. Have you engaged the relevant DNO(s) regarding your project plans for LEVI?

Yes:

No:

33. If no, when will you begin to engage the DNO(s) in your project?

Planned chargepoint provision

The following questions will help us assess the extent to which you have considered the type of chargepoint technology and the number of units that will be installed.

Information about chargepoint technology, definitions and terminology is available here: [Chargepoint Types - National EV Insight & Strategy | Delivered by Genex](#)

34a. At this stage, do you know which kind of chargepoint technology will be installed?

Yes:

No: X

34b. If yes, which technology types are you planning to install?

Lamppost:

Pedestal:

Wall-mounted:

Residential rapid:

Low-lying:

Pop-up:

Flush-fitting:

Pavement channels:

Inductive charging:

Other:

35a. At this stage, have you considered how many chargepoints and sockets will be installed?

Yes: X

No:

35b. If yes, to the best of your ability, please indicate how many chargepoints of each technology type you are currently planning to install:

We anticipate these numbers will be subject to change post procurement as suppliers compete to provide the overall strongest chargepoint offer including

number of chargepoints provided.

Number of chargepoint units and sockets by chargepoint category (power rating in kW)

	Units Min	Units Max	Sockets Min	Sockets Max
Slow ($P < 7.1\text{kW}$)				
Standard ($7.1\text{kW} \leq P < 22\text{kW}$)	750	1000	1000	2000
Fast ($22\text{kW} \leq P < 50\text{kW}$)				
Rapid ($50\text{kW} \leq P < 150\text{kW}$)				
Ultra-rapid (150kW and over)				
Gullies				
Other				

35c. Where other is selected, list the proposed technologies:

Planned passive infrastructure

The following questions will help us understand whether you have considered the inclusion of passive infrastructure within your project.

Passive infrastructure refers to underground cabling and electrical capacity without above ground charging equipment.

Information about passive infrastructure is available here: [Passive Infrastructure - National EV Insight & Strategy | Delivered by Genex](#)

36a. At this stage, do you plan to install passive infrastructure?

Yes: X

No:

Don't know:

36b. If yes, how many chargepoints do you plan to provision for?

We anticipate these numbers may be subject to change.

If your plans are well developed and you are confident that you know how many chargepoints you plan to install, enter the same value in the min and max column.

Proposed number of chargepoint units and sockets by chargepoint category (power rating in kW) to be supported by passive infrastructure

	No. units (min)	No. units (max)	No. sockets (min)	No. sockets (max)
Slow ($P < 7.1\text{kW}$)				
Standard ($7.1\text{kW} \leq P < 22\text{kW}$)	400	1000	1	4
Fast ($22\text{kW} \leq P < 50\text{kW}$)				
Rapid ($50\text{kW} \leq P < 150\text{kW}$)				
Ultra-rapid (150kW and over)				

Supporting technology

Supporting technologies, such as energy generation and battery storage, may be considered for LEVI funding where there is a clear rationale, cost benefit and/or long term additionality to the project.

The following questions will help us understand whether you plan to include supporting technologies within your LEVI funded project.

[Supporting Technologies - National EV Insight & Strategy | Delivered by Cenex](#)

37a. Do you currently plan to install any supporting/complementary technology to reduce overall costs?

Yes: X

No:

Don't know:

37b. If yes, select which technology types you plan to install:

Solar energy generation:

Wind energy generation:

Hydro energy generation:

Other energy generation:

Energy storage: X

Smart managementsystems: X

Load management: X

Other:

37c. Outline the supporting technology you plan to install:

It is unknown at this stage what technology will be delivered where

37d. Provide an overview of the rationale, cost savings, and why it's essential to make the project viable:

It is unknown at this stage what technology will be delivered where

Value for money and additionality

One of the key objectives of the LEVI fund is to accelerate the commercialisation of, and investment in, the local charging infrastructure sector.

The following questions will help us understand how you intend to maximise the private sector contribution to your proposal, and if there is any other public sector funding outside of the allocation of LEVI funding.

38. At present, do you intend to spend the full amount allocated to your authority?

Yes: X

No:

Don't know:

39a. Do you know how much private investment or finance you expect to leverage through the project?

Yes: X

No:

39b. If known, outline the expected value of private investment or finance:

Funding source:	Value:
------------------------	---------------

40. What is the expected source and form of private investment or finance?

We will leverage private sector investment from the Charge Point Operator as a minimum, we will look to achieve further investment from private companies offering renewable technology.

41a. Are you considering local authority prudential borrowing for the project?

Yes:

No: X

Don't know:

41b. If yes, where will you source the financing? Have you considered the UK Infrastructure Bank, amongst other options?**42a. Aside from LEVI funding, do you expect to use public sector funding for the project?**

Yes:

No:

Don't know: X

42b. If yes, what is the expected source of this public funding?

42c. If known, outline the expected value of this public funding:

Funding source:	Value:

42d. Provide your reasoning for including this funding:**Stage of project development**

Applications for LEVI funding will be accepted within one of two funding tranches

Tranche 1: FY23/24

Tranche 2: FY24/25

43. Which funding tranche would you like to apply for?

Tranche one:

Tranche two: X

44. Why do you expect to apply for this tranche? If you expect to apply for tranche 2, outline the blockers to proceeding in tranche 1.

As outlined above North Yorkshire Council is working through Local Government Reorganisation and reviewing the former district and borough council contracts to understand what impact they may have on delivery of EVCP' s elsewhere in their respective areas and informing our procurement strategy. NYC also only agreed to adopt their EVI Strategy on 2nd May 2023 and a critical next step is the site selection exercise which needs to be undertaken for 5 of the 7 areas that have not been through this process yet. Further, we need to come up with a policy for on-street charging. These additional required pieces of work are due to commence in June/July 2023, and are unlikely to be completed until October/November 2023 at the earliest. These items will ultimately mean that delivery will not be able to happen in Tranche 1.

45. Outline your current stage of project development against the following categories:

	Not yet started	Started	Some progress	Good progress	Complete
General EVI information and education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Designing an EVI strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Planning for EVI deployment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Preparing for procurement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mobilising an installation programme	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operating an EVI network	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

To note: The former borough and district councils have planned for EVI Deployment, prepared for procurement and mobilised an installation programme

46. Are there any specific areas that you require support with to develop your proposal?

	We need a lot of support	We need some support	We don't need support
General EVI information and education	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Designing an EVI strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Planning for EVI deployments	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Preparing for procurement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mobilising an installation programme	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Operating an EVI network	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

47. Provide a brief overview of the required support:

To date we have used the support body to sense check officer thinking and see what others have been doing. North Yorkshire is in a somewhat unique position in applying for this funding and our need of support reflects that.

LEVI Capability Fund – Proforma

On the 21 February 2023, Government launched £8m of FY22/23 funding for the LEVI Capability Fund, and local authorities subsequently submitted proformas on how they intended to utilise their allocation. On 30 March 2023 government launched a further £37.8m of funding, covering FY23/24 and 24/25.

To be eligible to receive FY23/24 and 24/25 funding, we require an updated proforma from local authorities on how the funds will be used.

Some authorities will wish to extend the duration of the plans they set out in their first proforma, whilst others may want to revise those plans as the additional funding opens up different opportunities to support EV chargepoint delivery in their area. Please complete this updated proforma template to set out how you wish to utilise your total Capability Fund allocation – which will be issued across the three financial years.

When completing this proforma, please refer to Annex A for how we expect the funding to be utilised.

1) Named contact details

LOCAL AUTHORITY	North Yorkshire Council
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NAME	Keisha Moore
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EMAIL	
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PHONE NUMBER	
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2) Total Funding Request

Please provide a high-level indication of how you will utilise the payment for each of the financial years below, as per [your allocation for LEVI funding amounts](#).

Please only complete the FY22/23 column if you wish to revise your previous proforma in light of the multi-year allocation.

Type of funding	FY22/23	FY23/24	FY24/25
Resource		£169,876.56	£235,203.44
Other (with evidence provided)		£38,093.87	

3) Proposed resource arrangements after the funding

We would like to understand how your existing resource is proposed to change following award of this LEVI Capability funding. The expectation is the fund will help expand your existing resource. Please include the agreement for FY22/23, as well as your proposal for FY23/24 and FY24/25. If your plan for FY22/23 is changing in light of the full multi-year allocation, please indicate this on the table. If you are in a tiered authority (e.g. County council) please specify where personnel will be posted in the district or borough authority). Proposed resource with funding allocation:

Role Title	Team within local authority	Local authority	New recruitment, Internal Transfer or Increase to Existing Staff?	Current % FTE dedicated (if an existing role)	% FTE dedicated post-funding	Duration of role	Funding utilised (FY22/23)	Funding required (FY23/24)	Funding required (FY24/25)
Head of Major Projects and Infrastructure (Senior Responsible Officer)	Major Projects	NYC	Existing Staff	0	20	2	0	£13,476.01	£20,261.97
EVI Project Delivery Manager (Level 2)	Major Projects	NYC	Internal Transfer	100	0	2	0	£0.00	£50,994.89
EVI Project Delivery Manager (Level 1)	Major Projects	NYC	Internal Transfer	0	40	2	0	£15,005.59	£21,770.56
Senior Transport Planning Officer	Transport Planning	NYC	Existing Staff	10	25	2	0	£15,673.03	£6,799.32

Appendix B

Electric Vehicle Infrastructure Officer	<i>Major Projects</i>	NYC	<i>Existing Staff</i>	35	65	2	0	£35,373.88	£59,519.79
Electric Vehicle Infrastructure Officer	<i>Major Projects</i>	NYC	<i>Internal Transfer</i>	0	100	2	0	£39,789.75	£57,686.64
Electrical Inspector	<i>Electrical Engineering</i>	NYC	<i>Existing Staff</i>	0	40	2	0	£12,464.42	£18,170.27
TOTAL								£169,876.56	£235,203.44

Free text box for additional information / context:

Our request in our first Capability Fund application included funding for an EV Infrastructure Delivery Manager. It was originally intended when preparing the first bid that the EV Infrastructure Deliver Manager would be a project manager with experience in renewable technologies graded at a Band N, however, through a corporate cross checking of roles and to manage risk we instead brought in a EVI Project Delivery Manager at Band M and intend to commission consultants/experts to design the renewable system required to support deliver of the LEVI Pilot as a discreet piece of work. This cannot be funded through the existing LEVI Pilot project as that is capital funding not revenue funding.

Further, the appointment of the EVI Project Delivery Manager enabled us to review resourcing requirements and as a result we have expanded the EVI team. We have introduced a supporting officer role for the EVI Project Delivery Manager, an additional officer for rollout of the EVCP's. The indicative funding allocation will also enable us to pay for our Senior Responsible Officers time and an electrical engineer. We intend to pay for 100% of our Electric Vehicle Infrastructure Officer's time (previously referred to as a Transport Planning Officer) and onboard a supporting EVI Infrastructure Officer owing to the need to frontload EVCP delivery to 2025.

The proposed team is majority made up of existing staff and internal transfers and that is so NYC's can manage the scope and risk of the programme, descoping and downscaling the team if necessary, once the funding deadlines have been met and standards/procedures/ways of working have been established, we don't expect to need 75% of a project managers time beyond 2025 for example, though it is our intention to continue to build internal expertise and be able to call on this where necessary post 2025.

Please see **Appendix B** for the roles and responsibilities of the aforementioned officers. It should be noted that the requested amount for the Senior Transport Planning Officer, EVI Project Delivery Manager and the EV Infrastructure Officer in financial year 23/24 is reflective of the amounts already received to pay for some or all these posts through the Capability Fund 22/23 allocation.

This will cost £169,876.56 in the first year (this amount includes individual salary plus on costs and budgetary inflation) with £38,093.87 left of the allocation which is proposed to be spent on consultants' fees to design the renewable energy system for the pilot scheme given the lack of expertise in this area both internally and with NYC partner organisations. We have two preferred methods of doing this work, one is to recruit consultants to design the renewable systems required and linking them together to provide EV charging with the minimum requirement to draw from the grid, the second method is to recruit a CPO and then have the relevant stakeholders (renewable technology companies for Hydroelectric generators and wind/solar, plus NYC's DNO's etc.) get together to design the system. The latter is our preferred method and is thought to be the most cost effective but evidence of this will be provided.

In the 24/25 financial year NYC will spend £235,203.44 (this amount includes an increase to accommodate pay scale increments, individual salary plus on costs and budgeted inflation) and will result in the same level of resource as the previous year except for the Senior Transport Planning Officer whose time on the project will reduce to 10%.

Although OZEV outline, in their letter to offer NYC's indicative allocation, that it will be split evenly between the two financial years we are profiling the spend as we see appropriate in line with NYC's needs which includes less in year one and more in year two and understand that we may need to carry over some funding into the following financial year.

5) Objectives for the resource

If you would like to update your objectives from the previous FY22/23 proforma, please indicate below. **Otherwise, please leave this section blank.**

X	Description	Estimated timescale for completion
X	Publish EV Infrastructure Strategy (scope out, write, get approval)	<i>Complete</i>
	Establish an EV Infrastructure Steering or Working Group	
X	Develop and submit a LEVI capital fund proposal	<i>Complete</i>
	Soft market testing	
X	Produce data to inform site selection and mapping of chargepoints	<i>31 October 2023</i>
X	Prepare and launch EV infrastructure procurement (Pilot with scope for capital)	<i>31 July 2023</i>
X	Deliver installed and commissioned charging infrastructure	<i>31 March 2025</i>
X	External engagement and promote collaboration on schemes (e.g. with tier 2 and adjacent local authorities, or constituent authorities if in a Combined Authority)	<i>31 March 2025</i>
X	Other (please specify: North Yorkshire Council former districts contracts review on street charging policy development renewables request for information project management/resource	<i>31 June 2023 30 November 2023 31 October 2023 31 March 2025</i>

Please also provide (as an annex to this proforma) a breakdown of your local authority's grade / pay structure to demonstrate how this role fits within the existing framework (**unless provided with previous submission**).

You are also invited to attach any additional supporting information to the above (such as a proposed organogram, job descriptions for roles, or any other contextual information).

6) Supplementary utilisation of the funding

Please indicate here any proposals for the funding that fall under the **Amber** category of the LEVI Capability Fund criteria.

If you are changing your plan as set out in your original proforma, please indicate this change below.

The criteria have been provided on the following page for reference.

Title	Cost	FY Payment	Dates
<i>Item 1: Consultancy funding for a discreet piece of work</i>	£38,093.87	23/24	January 2024
Item 2:			
Rationale <i>In this section, please set out why this use of the resource funding would be appropriate and achieve the objectives of the LEVI Capability Fund.</i>			
Item 1: There is a knowledge gap within the team for designing renewable systems and linking them together to provide EV charging with the minimum requirement to draw from the grid. These skills are not available internally or in our immediate support network (Local Enterprise Partnership, LA partners etc.) and will need to be a specially commissioned piece of work. NYC does not have internal funding to support scheme development right now owing to the Local Government Reorganisation.			
Item 2:			

Annex A: Expectations for how the funding can be utilised.

Approved proposals	Evidence required	Ineligible proposals
<p>Proposals which meet this criteria would be immediately approved as they align fully with our expectations</p>	<p>Proposals which include, or are entirely comprised of “Amber” criteria. These will need further evidence.</p>	<p>Proposals that include, or are entirely comprised of “Red” or ineligible costs. These will not be approved by OZEV.</p>
<ul style="list-style-type: none"> • Hiring of new officers (or internal transfers, extension of current staff, etc.) to work in: EV infrastructure strategy and procurement • These can either be specific full-time roles or spread across multiple teams (e.g. planning, transport). • Activities can include: <ul style="list-style-type: none"> – Project planning for strategy and delivery – Commercial activity (e.g. procurement or contract management) – Internal coordination of activities / streamlining processes – External engagement with other organisations to deliver infrastructure, promote collaboration on schemes including Tier-2 and adjacent LAs. – Public comms to raise awareness and buy-in of EV infrastructure 	<ul style="list-style-type: none"> • If LAs are satisfied with their resource, evidence of this to demonstrate suitability of using funding elsewhere. • Consultants on an exceptional basis, for example where the LA already has sufficient resource, and would use consultants to facilitate a step change in chargepoint rollout. <ul style="list-style-type: none"> – In this instance, the expectation would be to share learnings with the LEVI Support Body. • Funding for discreet pieces of work (e.g. a project operated externally to generate data to inform site selection) • External training costs (evidence of what it will include, justification for why it is needed and links to objectives). 	<ul style="list-style-type: none"> • Fully-consultant led model (as the priority of the RDEL fund is to deliver a lasting capacity across a local authority, beyond the funded period). • Sub-contracting work to CPOs (e.g. project management costs) is permitted, but wont be funded. • DNO quote costs • The use of resource funding on any transport or decarbonisation activity that is not related to EV infrastructure.

Appendix C

Head of Major Projects and Infrastructure (Senior Responsible Officer)	EVI Project Delivery Manager (Level 2)	EVI Project Delivery Manager (Level 1)	Senior Transport Planning Officer	Electric Vehicle Infrastructure Officer	Electric Vehicle Infrastructure Officer	Electrical Inspector
<i>Responsible for the delivery of the LEVI capital programme, supervision of construction and overall financial control</i>	<i>Manage the delivery of the LEVI capital programme, including design, support the preparation of contract documents, procurement through relevant procedures and financial management</i>	<i>Supporting the management of the delivery of the LEVI capital programme, including design, support the preparation of contract documents, procurement through relevant procedures and financial management</i>	<i>Develop and assist in the delivery of Strategic Policies of the County Council in respect of major improvement schemes on the County Highways and development and submission of bids for funding.</i>	<i>Co-ordinating and monitoring the delivery and operation of the EVCP network for North Yorkshire and monitoring the performance of suppliers.</i>	<i>Co-ordinating and monitoring the delivery and operation of the EVCP network for North Yorkshire and monitoring the performance of suppliers.</i>	<i>Support and technical advice for the specialised installation requirements of EVCP equipment in public, private and commercial locations including supporting design, installation and commissioning of EVCPs.</i>
1 day p/w	3 days p/w	2 days p/w	1.5 days p/w	5 days p/w	5 days p/w	2 days p/w
Band SM2	Band M	Band JK	Band M	Band L	Band JK	Band I
<p>Authorise Works Orders and commissions</p> <p>Provision of information and technical advice on relevant highway scheme matters from/to Service Units, Directorates and external bodies.</p>	<p>Co-ordinate the management of progress of schemes through the statutory procedures including planning approval, side road and compulsory purchase orders identified</p> <p>Co-ordinating land acquisition and access requirements related to schemes.</p>	<p>Co-ordinate the management of progress of schemes through the statutory procedures including planning approval, side road and compulsory purchase orders identified</p>	<p>Develop and assist in the delivery of Strategic Policies of the County Council in respect of transport improvement schemes on the County Highways network.</p>	<p>Co-ordinating and monitoring the delivery and operation of the EVCP network.</p> <p>Record keeping and reporting of statistics and performance.</p> <p>Co-ordinating and monitoring pro-active maintenance of the EVCP network</p>	<p>Co-ordinating and monitoring the delivery and operation of the EVCP network</p> <p>Asset Management added to inventory for energy charging</p> <p>Co-ordinating and monitoring pro-</p>	<p>Supporting Procurement/contract design to ensure minimum standards are adhered to</p> <p>Support with site visits and initial checks to inform site selection</p>

Appendix C

<p>Manage budgets as delegated ensuring that expenditure is kept within existing allocations, advising line manager of additional resource requirements and assist with the preparation of an annual budget.</p> <p>The management of the overall LEVI budget including approval of fees payable to Consultants and Contractors liaising with the Council's Finance team to link in with Financial Regulations</p> <p>Manage delivery of works on site including contractor oversight</p> <p>Lead on contract management under the New Engineering</p>	<p>Manage the commissioning of work with consultants and statutory bodies.</p> <p>Approve Works Orders and commissions</p> <p>Negotiate effectively with external agencies, including contractors, to ensure best value for the Council and procure services as required</p> <p>Manage and monitor the performance of Consultants and Contractors.</p> <p>Dealing with enquiries by Council leadership, senior managers, Members of the County Council and members of the public in accordance with the Council's Customer Charter.</p> <p>Work with our communications team to represent the County Council in interviews with the media.</p>	<p>Manage and monitor the performance of Consultants and Contractors.</p> <p>Dealing with enquiries by Council leadership, senior managers, Members of the County Council and members of the public in accordance with the Council's Customer Charter.</p> <p>Preparing reports to central government departments, including Office for Zero Emissions Vehicles (OZEV) on project progress</p> <p>Liaison with relevant officers to provide information and technical advice on relevant highway scheme matters from/to Service Units,</p>	<p>Contribute to the major schemes' element of the Local Transport Plan</p> <p>Emphasis upon co-ordinating and liaison with green champion / climate change / public health and net zero carbon internal departments and similar community representatives</p> <p>To develop funding bids for schemes related to EV Infrastructure</p> <p>Dealing with enquiries by Council leadership, senior managers, Members of the County Council and members of the public in accordance with the Council's Customer Charter.</p>	<p>Attend supplier performance/progress meetings (not installation contract meetings which will be separate and specific to the installation)</p>	<p>active maintenance of the EVCP network</p>	<p>Support Detailed Design review for specification of EVCP's</p> <p>Installation Support</p> <p>Commissioning – Review the Electrical Infrastructure Certificates to ensure they are fit for purpose / handed to the DNO etc.</p> <p>EVCP Testing – if needed</p>
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<p>Contracts suite of contracts or similar.</p>	<p>Representing the County Council/Highways & Transportation at Committee meetings, public meetings, public consultations, regional bodies, National Park Authority, Parish Council meetings, government officials and other bodies and preparation of appropriate reports.</p> <p>Preparing reports to central government departments, including Office for Zero Emissions Vehicles (OZEV) on project progress</p> <p>Liaison with relevant officers to provide information and technical advice on relevant highway scheme matters from/to Service Units, Directorates and external bodies.</p> <p>Emphasis upon co-ordinating and liaison with green champion / climate change /</p>	<p>Directorates and external bodies.</p> <p>Emphasis upon co-ordinating and liaison with green champion / climate change / public health and net zero carbon internal departments and similar community representatives</p> <p>Record, summarise, share and feedback information to ensure all partners are appropriately informed.</p> <p>Ensure project budgets stay within agreed tolerances and any deviations are managed according to agreed procedures and liaison with the budget manager</p>				
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	<p>public health and net zero carbon internal departments and similar community representatives</p> <p>Record, summarise, share and feedback information to ensure all partners are appropriately informed.</p> <p>Liaison with Statutory Undertakers and private companies concerning the impact and delivery of major infrastructure projects.</p> <p>Support with contract management under the New Engineering Contracts suite of contracts or similar.</p> <p>Ensure project budgets stay within agreed tolerances and any deviations are managed according to agreed procedures and liaison with the budget manager</p> <p>Work in a team context forging and</p>					
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	<p>sustaining relationships across agencies and respecting the contribution of others working with customers.</p> <p>Embed a culture of performance management across the service through the development and operation of appropriate monitoring systems and processes focussed on customer outcomes and delivery of key objectives.</p>					
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Initial equality impact assessment screening form This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.			
Directorate	BES		
Service area	H&T		
Proposal being screened	Local Electric Vehicle Infrastructure Acceptance		
Officer(s) carrying out screening	Keisha Moore		
What are you proposing to do?	Seek permission to delegate authority to the BES Executive Member for Environment to accept £4.88m capital grant funding to enable rollout of EVCPs when it is allocated		
Why are you proposing this? What are the desired outcomes?	To increase the capacity and capability of the local authority to plan and deliver EV infrastructure		
Does the proposal involve a significant commitment or removal of resources? Please give details.	Yes, but funding has been applied for to cover this cost		
Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYC's additional agreed characteristics As part of this assessment, please consider the following questions:			
<ul style="list-style-type: none"> To what extent is this service used by particular groups of people with protected characteristics? Does the proposal relate to functions that previous consultation has identified as important? Do different groups have different needs or experiences in the area the proposal relates to? 			
If for any characteristic it is considered that there is likely to be an adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your Equality rep for advice if you are in any doubt.			
Protected characteristic	Potential for adverse impact		Don't know/No info available
	Yes	No	
Age		X	
Disability		X	
Sex		X	
Race		X	
Sexual orientation		X	
Gender reassignment		X	
Religion or belief		X	
Pregnancy or maternity		X	
Marriage or civil partnership		X	
People in rural areas		X	
People on a low income		X	
Carer (unpaid family or friend)		X	
Does the proposal relate to an area where there are known inequalities/probable impacts (e.g. disabled people's access to public transport)? Please give details.	No		

Appendix D

<p>Will the proposal have a significant effect on how other organisations operate? (e.g. partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics? Please explain why you have reached this conclusion.</p>	<p>No</p>			
<p>Decision (Please tick one option)</p>	<p>EIA not relevant or proportionate:</p>	<p>✓</p>	<p>Continue to full EIA:</p>	
<p>Reason for decision</p>	<p>This is a report recommending the submission of a proforma and an expression of interest for the capital funding to deliver EV Infrastructure and the salary and overheads of staff working to support the planning and delivery of local EV charging. There are no impacts on people with protected characteristics.</p> <p>Any recruitments should they occur as a result of the funding will adhere to all relevant legislation including those specific to equalities.</p> <p>It should be noted that a full EIA will be carried out ahead of project delivery.</p>			
<p>Signed (Assistant Director or equivalent)</p>	<p>Barrie Mason</p>			
<p>Date</p>	<p>22/06/23</p>			

Climate change impact assessment

The purpose of this assessment is to help us understand the likely impacts of our decisions on the environment of North Yorkshire and on our aspiration to achieve net carbon neutrality by 2030, or as close to that date as possible. The intention is to mitigate negative effects and identify projects which will have positive effects.

This document should be completed in consultation with the supporting guidance. The final document will be published as part of the decision making process and should be written in Plain English.

If you have any additional queries which are not covered by the guidance please email climatechange@northyorks.gov.uk

Please note: You may not need to undertake this assessment if your proposal will be subject to any of the following:

Planning Permission
Environmental Impact Assessment
Strategic Environmental Assessment

However, you will still need to summarise your findings in in the summary section of the form below.

Please contact climatechange@northyorks.gov.uk for advice.

Title of proposal	Local EV Infrastructure Fund Allocation - Acceptance
Brief description of proposal	Seek permission to delegate authority to the BES Executive Member for Environment to accept £4.88m capital grant funding to enable rollout of EVCPs when it is allocated
Directorate	BES
Service area	Highways and Transportation
Lead officer	Keisha Moore
Names and roles of other people involved in carrying out the impact assessment	
Date impact assessment started	26/05/2023

Options appraisal

Were any other options considered in trying to achieve the aim of this project? If so, please give brief details and explain why alternative options were not progressed.

Alternative options have been considered and consulted on (internally and with the LEVI Support Body) throughout the EOI and proforma development and the final recommendation is a result of the feedback received from those key stakeholders and the experience of officers.

Making external appointments to the project team through the capability funding was considered, however, to manage risk and the scalability of the project only internal appointments are proposed to be made.

A range of options was also considered for the roles available within the team including funding one EVI Project Delivery Manager full time and one EV Infrastructure Officer, instead of two, however, to manage risk and also effectively manage the project to be delivered on time and within budget the proposed option, outlined at section 5.7, is thought to be the most appropriate for the council at this time.

What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?

Please explain briefly why this will be the result, detailing estimated savings or costs where this is possible.

This will save the authority money. In the absence of identified budgets to cover overheads, costs provided include salary on-costs and an additional 5% which has been budgeted for an anticipated pay rise for 2023/24. Alternatively, the resource allocation would need to be scaled back to fit the funding available.

This also enables us to work toward our targets highlighted the EV Public Charging Infrastructure Rollout Strategy of delivering a network of 1529 publically available chargers in the best interest of our residents.

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p>Positive impact (Place a X in the box below where relevant)</p>	<p>No impact (Place a X in the box below where relevant)</p>	<p>Negative impact (Place a X in the box below where relevant)</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> • Changes over and above business as usual • Evidence or measurement of effect • Figures for CO₂e • Links to relevant documents 	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>	
<p>Minimise greenhouse gas emissions e.g. reducing emissions from travel, increasing energy efficiencies etc.</p>	Emissions from travel	*					<p>The Capital and Capability funding would enable the infrastructure to be in place to support the shift from petrol/diesel to EV vehicles.</p>
	Emissions from construction	*					
	Emissions from running of buildings	*					
	Other	*					

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p>Positive impact (Place a X in the box below where relevant)</p>	<p>No impact (Place a X in the box below where relevant)</p>	<p>Negative impact (Place a X in the box below where relevant)</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> • Changes over and above business as usual • Evidence or measurement of effect • Figures for CO₂e • Links to relevant documents 	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
Minimise waste : Reduce, reuse, recycle and compost e.g. reducing use of single use plastic		*				
Reduce water consumption		*				
Minimise pollution (including air, land, water, light and noise)		*				
Ensure resilience to the effects of climate change e.g. reducing flood risk, mitigating effects of drier, hotter summers		*				
Enhance conservation and wildlife		*				

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p>Positive impact (Place a X in the box below where relevant)</p>	<p>No impact (Place a X in the box below where relevant)</p>	<p>Negative impact (Place a X in the box below where relevant)</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> • Changes over and above business as usual • Evidence or measurement of effect • Figures for CO₂e • Links to relevant documents 	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
Safeguard the distinctive characteristics, features and special qualities of North Yorkshire's landscape		*				
Other (please state below)	*					

Are there any recognised good practice environmental standards in relation to this proposal? If so, please detail how this proposal meets those standards.

N/A

Summary Summarise the findings of your impact assessment, including impacts, the recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

Whilst delegating authority to accept the LEVI Capital/Capability funding will have no climate change impact, it is an enabler for the project to work to reduce greenhouse gas emissions generated by transport and increase renewable energy generation.

Sign off section

This climate change impact assessment was completed by:

Name	Keisha Moore
Job title	Transport Planning Officer
Service area	Highways and Transportation
Directorate	BES
Signature	Keisha Moore
Completion date	26/05/2023

Authorised by relevant Assistant Director (signature): Barrie Mason

Date: 22/06/23