

# LGA case study template

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Local authority: Oxford City Council

Submitted by: Krista Middleton

**Case study title: Oxford City Council's solution to procuring electric vehicle infrastructure: The EV Dynamic Purchasing System (DPS)**

### Case study synopsis (100 words):

Built on Oxford City Council's learning, the EV DPS is a robust and reliable solution to simply and quickly procure electric vehicle infrastructure and energy storage solutions. The EV DPS is free to use and open to all UK Public Sector Organisations. It includes a clear and flexible process along with multiple templates to guide organisations with on-hand support from a hybrid team of procurement and EV implementation specialists.

### The challenge:

With the increasing uptake of EVs and the introduction of ambitious decarbonisation goals Local Authorities (LAs) need to provide EV charging infrastructure quickly. However, as a relatively new and rapidly growing market, with ever-changing business models, procuring in this area can be resource intensive, costly and complex. Those procuring face multiple technical solutions, installation methods, regulatory and statutory standards and a myriad of different companies to achieve a cogent EV charging solution. The procurement of EV infrastructure shouldn't present a barrier to delivery and the EV DP simplifies this process.

Providing accessible EV charging provision is essential to EV uptake to ensure zero-carbon goals can be met; in 2020, UK domestic transport accounted for 24% of CO2 emissions. In Oxfordshire, where EV sales are the highest in the UK, some 16000 fossil fuel cars need to transition to EVs by 2026 alone to meet Oxford City Council's zero carbon goals. The ramping up of EV charging infrastructure is huge for our region and for organisations who have yet to embark on this journey, this ramp-up is even steeper.

## The solution:

The EV DPS began as a tender for the second stage of Oxford City Council's Go Ultra Low project. It quickly became clear that the speed of market and technological development meant this was more complex than anticipated. This process would need to be repeated for each future EV project for Oxford City Council and, owing to the need to deploy EV infrastructure to meet UK Government targets, other Public Sector Organisations (PSOs) would encounter the same challenges. Therefore, a cross-discipline team of Council procurement and EV implementation experts, with external EV and legal contract experts was created to develop a route to market available to all PSOs in the UK, the EV DPS.

The EV DPS is separated into 9 distinct Lots spanning the whole lifecycle of EV implementation from consultancy, battery storage to full turn-key solutions. This ensures the EV DPS is accessible to innovative companies and SMEs and drives the quality of supplier bids as tenders can be more targeted.

To successfully enrol on the EV DPS, suppliers must meet a comprehensive set of stringent quality, technological and contractual criteria ensuring all suppliers are able to respond to government funding initiatives as well as statutory and regulatory standards. These criteria reduce the need for LAs using the EV DPS to have subject matter knowledge. The EV DPS is also carefully designed to mitigate the risks of procuring in this rapidly growing and ever-changing market. LAs using the EV DPS can also be secure in the knowledge that all bids are received from reputable companies.

These enrolment requirements were created with help from external EV legal specialists. At the point of enrolment, compliance to all the criteria is recorded on our Compliance Tracker along with any evidence supplied and certification expiration dates. This information is provided to LAs during the evaluation stage to reduce the workload on users.

The EV DPS is always open to new suppliers ensuring access to the latest technologies and companies. It also presents an opportunity for PSOs to refer any local companies to enrol on the EV DPS before advertising their tender. It is also business model agnostic and includes concession contract options in Lots 1 and 2. With no requirement for an Alcatel period, procurement can be as quick as 10 days.

Lack of revenue funding is a key issue for LAs; using the EV DPS staff can use guidance documents, legal and contractual templates, and access on-hand support from the EV DPS team to reduce their administrative burden. The EV DPS team can even run the procurement process on their procurement portal.

## The impact (including cost savings/income generated if applicable):

To date, just under 4000 charge points have been procured through the EV DPS by 11 local authorities spanning the UK. With over 40 public sector bodies signed up already, this number is set to grow, helping the nation reach its net zero goals. To date, the

total contract value procured through the EV DPS is over £23m. The ongoing operation of the EV DPS is funded through a small rebate (currently 0.7%) paid by the supplier on contract award. To make sure the EV DPS is accessible to start-ups and SMEs the rebate is paid at agreed milestones throughout the contract.

## How is the new approach being sustained?:

The EV DPS team are in ongoing dialogues with BEIS, UK Innovate and OZEV to stay on top of and feed into the adapting legislation. The EV DPS continues to improve and develop in response to feedback from users and new funding options. In line with LEVI, concession contracts have become more desirable, as such, working with Cenex, EST, PA Consulting and Freeths, the EV DPS team developed a specialised call-off template for concession contracts to strengthen the use of the EV DPS for this type of business model.

## Lessons learned:

The procurement process for EVI is complex, and the EV DPS team have learned over time the huge variation in knowledge and resource in LAs to tackle this area of procurement. As a result, the team have continued to build support guides and templates to help PSOs navigate their way through. Local Authority's particularly engage with the EV DPS team as there is a shared experience and mutual trust. Our experience of deploying EV infrastructure since 2017 means we can share our pitfalls as well as our successes and so disseminate good practice. Additionally, we connect LAs with each other if there are similarities in approach or where one may learn from another.

Lastly, we conduct an annual review of our EV DPs with our external legal team as well as our own DPS team to ensure it remains robust, fit for purpose and to market test the rebate percentage to ensure it remains appropriate.

## Contact:

[dps@oxford.gov.uk](mailto:dps@oxford.gov.uk)

[www.oxford.gov.uk/ev-dps](http://www.oxford.gov.uk/ev-dps)

## Links to relevant documents:



EVI DPS Access  
Agreement.docx

**Please attach any imagery associated with your case study and send your completed template to [webmaster@local.gov.uk](mailto:webmaster@local.gov.uk).**