



Glasgow City Region Cabinet

Report by Kevin Rush, Director of Regional Economic Growth

Contact: Paul Kilby

Email: paul.kilby@glasgow.gov.uk

Regional Economic Strategy: Electric Vehicle Charging Infrastructure Update

Purpose of Report:

This report provides the Glasgow City Region Cabinet with a summary of the progress made to date on the Glasgow City Region Electric Vehicle Charging Infrastructure (EVCI) project and provides an update on the process to engage a commercial charge point operator (CPO) to expand the network of electric vehicle charging infrastructure (EVCI) across Glasgow City Region.

Recommendations

The Cabinet is invited to:

- a) note the content of the report; and
- b) endorse the recommended methodology to distribute future revenue share as set out in Section 10 for inclusion within the Inter Authority Agreement.

OFFICIAL

1. Purpose of the Report

- 1.1. This report provides the Glasgow City Region Cabinet with a summary of the progress made to date on the Glasgow City Region Electric Vehicle Charging Infrastructure (EVCI) project and provides an update on the process to engage a commercial charge point operator (CPO) to expand the network of electric vehicle charging infrastructure (EVCI) across Glasgow City Region.
- 1.2. Following approval of this report by Cabinet a version of this report will be shared with GCR Member Authorities (MAs) to take through their local governance structures in order to update local elected members.

2. Background

- 2.1. Building upon the [Strategy & Expansion Plan \(SEP\)](#), presented to the GCR Cabinet on 9 May 2023, the Glasgow City Region Programme Management Office ('the PMO') has been working with the GCR Electric Vehicle Senior Officers' Group ('the Senior Officers' Group'), which is chaired by the Director for Regional Economic Growth with a membership consisting of senior officers from each Member Authority, to develop the project.
- 2.2. On the 13 February 2024, the GCR Cabinet endorsed the Preferred Way Forward with GCR PMO and the MAs collaborating to procure a CPO to expand the EVCI. This approach offers many advantages including pooling resources to develop the procurement, providing a more attractive market offering as a larger collaboration and ensuring consistency across the region in terms of delivery and approach.
- 2.3. The MAs entered into an Inter-Authority Agreement ("IAA") which came into effect on 3rd October 2024. This IAA appointed Glasgow City Council as Lead Authority, acting on behalf of MAs, with responsibility to conduct and manage the procurement process for the appointment of a CPO up to (and including) contract award.
- 2.4. A subsequent IAA will be agreed between the MAs to formalise the ongoing arrangements between the MAs following contract award, including but not limited to; contract mobilisation requirements, the role of the Lead Authority and responsibilities of all MAs, ongoing contract management arrangements, as well as commercial elements such as revenue/income share, and the deployment programme.
- 2.5. To support the development of the suite of procurement and technical documents, GCR PMO has appointed Jacobs as technical consultants to support the MAs.
- 2.6. The development of the GCR EV network has been guided by the [EV Principles](#) approved by Cabinet on 8 August 2024. The principles aim to deliver a just transition for the region, delivering equitable, affordable, and accessible electric vehicle charging infrastructure, with a recognition of the need for all residents to access electric vehicle charge points close to their home, as well as providing a comprehensive network that supports journey and destination charging.
- 2.7. A Prior Information Notice (PIN) was issued to potential suppliers in April 2025 in order to gather feedback on the draft project specification. When the PIN closed on 12 May there was a clear indication of strong market interest in the project from CPOs.

3. Charge Place Scotland – Back office

OFFICIAL

- 3.1 The existing back-office system for public MA owned charge points is through the Charge Place Scotland (CPS) system provided by Transport Scotland (TS). The provision of CPS is scheduled to cease on 31 December 2025.
- 3.2 Following discussions with GCR PMO, TS has agreed to provide an extension to the availability of the CPS system until the end of December 2026, allowing GCR to progress with the appointment of a CPO without having to make alternative back-office arrangements.
- 3.3 The projected timescales for the project will vary depending on the progress of the procurement process and whether there is a requirement to negotiate with suppliers.
- 3.4 The programmes submitted to TS in relation to the extension of the CPS back-office system offered two scenarios. The scenario which doesn't require supplier negotiation indicates:
- Contract Award: August 2026
 - Completion of Migration of Existing Assets: End of November 2026.
- 3.5 GCR PMO has advised TS should supplier negotiation be required, then a further extension into early 2027 will be required.
- 3.6 It should be noted that this extension only relates to public chargepoints. Some MAs use CPS for their fleet back-office systems. The availability of CPS for fleet will end on 31 December 2025 unless the MA seeks an extension from TS. This has been communicated to the MAs individually by TS.
- 3.7 GCR MAs have advised the PMO that they have a small number of new charge points to be added to the existing network prior to entering the new concession contract. TS have asked GCR to set a date after which no new charge points can be added to CPS. Following consultation with the MAs, GCR PMO will advise TS that the final commissioning date for CPS is 30 September 2025.
- 3.8 The previous update reports that were taken through the local governance processes of the 8 MAs in the spring/summer 2024 asked each MA to delegate to a senior officer the authority to:
- approve the IAA referred to at paragraph 2.3 above; and
 - agree the appointment of the successful CPO in accordance with its terms.
- 3.9 Under the IAA, Glasgow City Council, as Lead Authority, will undertake the procurement process and, on behalf of all 8 MAs, award a contract to the successful CPO.

4. Site Selection Process

- 4.1 Over recent months, officers from all MAs have worked with GCR's technical consultant, to identify the list of sites within their area suitable for inclusion in the project. The site selection process remains live and changes to the site list will continue to be made until the procurement process starts.
- 4.2 Further changes will be made based upon additional detailed site information provided by MAs, the outcome of grid capacity analysis being undertaken for GCR by Scottish Power Energy Networks (SPEN), and subsequent engagement with the successful CPO at the conclusion of the procurement process.

OFFICIAL

4.3 The site selection process has entailed a thorough review of the list of potential EVCI sites based upon:

- **Network Connectivity:** ensuring an even spread of charge points to ensure a comprehensive network;
- **Car Park Locations:** in most instances owned by the local authorities or where there is another lease arrangement in place;
- **Equity and SIMD:** sites that will offer equity of access to new EVCI and the needs of communities within the lower percentiles of the Scottish Index of Multiple Deprivation (SIMD).
- **Flood Risk:** an updated assessment of the flood risk in relation to proposed sites.
- **Other policy considerations:** e.g. not siting public EVCI in school car parks.

4.4 While the feasibility of where new charge points are located will be informed by the selection criteria above, and with by other technical constraints (e.g. grid capacity, ground conditions, etc), it is the responsibility of officers from each MA on the EV SOG to confirm the list of sites that are included within the procurement process.

4.5 Following the appointment of a CPO, any further changes to the siting of charge points will be undertaken through an agreed change control process and will require the agreement of the relevant local authority.

4.6 The draft specification includes a mechanism to allow MAs to propose the installation of additional EVCI, in addition to the charge points identified in the initial ITT.

5. Scale of the Project

5.1 While the site selection process is ongoing, MA officers are adding and removing sites based on emerging technical information, the final number of charge points will be included in the tender documents.

5.2 The current indicative numbers for the number of new charge points for inclusion in the project is in the region of a **minimum** of 3,050 new charge points. With the inclusion the existing assets this takes the minimum number of charge points within the scope of the project to be 3,700.

5.3 It should be noted that the charge point numbers and locations will be subject to change during the deployment period to take into account technical and physical constraints of each site, and any changes to market conditions. The contract with the CPO will include the provision of a robust change control process that will allow both the CPO and MAs to propose changes to the delivery plan.

6. Charge Point Deployment Timescale

6.1 The recent market feedback from the PIN has indicated that the installation of the proposed 3,150 new charge points over a 3 year period is unrealistic. Taking into account the market feedback, the project specification has been amended to propose a 5 year deployment period.

7. Deployment Phases

7.1 Taking into account the 5 year deployment period and the number of charge points within scope of the project, the proposed deployment phasing is as follows:

OFFICIAL

Part One: Existing Assets

Transfer of existing EVCI (316 distinct locations with existing 629 charge points currently) and migrate these from CPS onto a new back-office service, and providing a full ongoing maintenance service.

Part Two: Primary Charge Point Locations

Supply, financing, installation, maintenance and back-office services for new charge points to be installed early in the Delivery Programme. These will mainly be in MA owned car parks but will include some initial on-street sites. These will be prioritised by the MAs in the site selection process.

Part Three: Secondary Charge Point Locations

Supply, financing, installation, maintenance and back-office services for new EVCI charge points based upon a list of proposed localities identified by the MAs. The precise locations of these charge points and the configuration of EVCI on such sites will be agreed in partnership between the relevant MA and the appointed CPO following contract award.

- 7.2 The equitable deployment of new charge points across all MAs will be a principle of the project that is expressed within the procurement documents, with the successful CPO expected to ensure that this is reflected in their deployment plan.

8. Private Sector Investment & Project Funding

- 8.1. The estimated level of funding required to install the volume of EVCI proposed through this project will be in the region of £50 million.
- 8.2. As the proposed approach for this project is to enter a concession agreement with a commercial CPO, the capital costs of sourcing and installing the infrastructure will be entirely met by private sector investment and a small amount of grant funding from Transport Scotland. The concession contract will not require the GCR MAs to contribute funding towards the infrastructure costs.
- 8.3. GCR has secured £3.6 million of Electric Vehicle Infrastructure Funding (EVIF) from Transport Scotland to support the expansion of the EVCI network. This funding will be used in the deployment of the new charge points, ensuring that there is an equitable distribution throughout the City Region, and supporting the installation of charge points in less commercially viable areas.

9. Key Project Elements

- 9.1 The final character of the project will be determined by the outcome of the procurement process, reflecting any areas of negotiation that require to be undertaken following the publication of the Invitation to Tender (ITT). However, there are key project elements that have been discussed and agreed with MA officers on the GCR Technical Officers' Group (TOG) and Senior Officers' Group (SOG). These are summarised below:
- a) **Local authority fleet charging** arrangements will not be within the scope of this procurement and MAs would take this forward separately. Discussions have been facilitated by the PMO with the National Wealth Fund and MAs to consider potential future opportunities.
 - b) **Ultra Rapid Charge Points (100kw+)** will not be within the scope of this procurement process due to the different commercial and technical

OFFICIAL

requirements. It is expected that MAs would engage individually with CPOs in relation to specific sites within their areas.

- c) The **ability to set and vary the tariff** will sit with the concessionaire. However, GCR MAs expect the tariff to offer value for money to users. It is anticipated that this will be achieved through a combination of margin cap (maximum cost per kWh above the cost of electricity to the Concessionaire) and benchmarking. This will be monitored and enforced using KPIs. The margin cap shall be proposed by CPOs as a part of their tender submission and shall be evaluated accordingly.
- d) The **Route to Market** for the project will be through the Competitive Procedure with Negotiation process. At the conclusion of the procurement process, Glasgow City Council will enter into a contract with the successful CPO, and the terms of the contract will be reflected in the signing of an Inter Authority Agreement with all 8 MAs.
- e) **Overstay fees** should not be enforced by the new CPO for on-street chargepoints between 8pm-8am. In all other cases the CPO will have discretion on the overstay charging policy.
- f) **Ensuring high accessibility standards** by including an assessment of compliance with [PAS1899 Electric Vehicles Accessible Charging](#) standards and ["Inclusive Mobility - A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure" \(2021\)](#) in the tender evaluation process.
- g) **Advertising on chargepoints** will not be required however where a CPO wishes to use advertising the MAs should receive a percentage of revenue share.

9.2 The TOG and SOG have considered a number of technical issues that will be included in the project specification, such as the appearance of chargepoints, lineage and marking of parking bays, approach to Traffic Regulation Orders, chargepoint branding, inclusion of additional passive provision of electricity supply.

10. Revenue share

- 10.1 CPOs will be required to bid back a gross Revenue Share in p/kWh - this will be a percentage of the revenue generated by the project that will be payable to the GCR MAs. The draft Inter Authority Agreement that all MAs will be asked to sign will include a methodology for the distribution of revenue share received from the concession contract. During the procurement process,
- 10.2 The revenue share from the CPO will be received by the Contract Management Team for the project, located within Glasgow City Council, and then distributed to the MAs.
- 10.3 The three options for the distribution revenue share methodology presented to the Chief Executives' Group on 7 August are set out below:

Option 1 – Distribution Based upon the Number of Charge Points Located in a Local Authority.

Option 2 – Distribution Based upon the Charge Point Usage (kWh) of the Charge Points within a Local Authority.

Option 3 – Distribution Based upon the Existing City Region allocation formula based upon population.

OFFICIAL

- 10.4 Following discussion at the Chief Executives' Group, it was agreed that Option 2, the distribution of revenue share based upon charge point usage within each MA area, would be the preferred approach for inclusion with the IAA. This would involve an assessment of the kWh of electricity used by the charge points within each MA as a percentage of the overall usage within GCR.
- 10.5 The recommendation to this report invites Cabinet to endorse the decision of the Chief Executives' Group to include distribution of revenue share among the 8 GCR MAs to be based upon charge point usage within the Inter Authority Agreement.
- 10.6 Entering into the Inter Authority Agreement will subsequently be signed off using the delegated authority described at 3.8 above.

11. Contract Management Costs

- 11.1 There is an identified need for a central, dedicated Contract Management Team (CMT) to oversee activities across the 20 year contract period. It has been identified that Glasgow City Council will host the CMT on behalf of all eight member authorities – details of the CMT will be set out in the Inter Authority Agreement.
- 11.2 The staff requirement to operate the CMT is still under discussion but it is estimated to be 2/3 FTE staff and costs required by other corporate functions (Legal, Finance, Audit etc) to deliver the project.
- 11.3 The expectation is that the appointed CPO will meet contract management costs throughout the contract term. It is proposed that CMT costs are met by a fixed payment from the CPO to GCR.
- 11.4 This fixed payment to meet dedicated CMT costs will be separate to the revenue share arrangement. During the initial years of the contract, when the new charge points are being deployed, it is expected that the revenue generated by the CPO will be low and potentially insufficient to cover the CMT costs. It is proposed that GCR MAs adopt a position where they accept either the annual fixed payment to cover the CMT costs OR the revenue share, whichever is greater in any year.

12. Next steps

- 12.1 The immediate next steps will include:
- a) Continuing the development of the procurement and technical documents.
 - b) Development of the Inter Authority Agreement among the MAs.
 - c) Development of a draft concession contract.
 - d) Acceleration of the work to acquire certificate of title for the existing and new EVCI sites.

13. Recommendations

- 13.1 The Cabinet is invited to:
- a) note the content of the report; and,
 - b) endorse the recommended methodology to distribute future revenue share as set out in Section 10 for inclusion within the Inter Authority Agreement.