

Connecting your EV Fleet

A Guide for Fleet Operators

In partnership with



CONTENTS

01 INTRODUCTION

- Introduction
- Getting in Touch

02 WHAT YOU CAN DO - ASSESSING YOUR SITE

- Understanding your Demand Profile
- Optimising your Network Connection
- Calculating your Fleet Charging Requirements
- Do you have sufficient capacity?

03 HOW WE CAN HELP

- Pre application discussions
- Applying for a new or upgraded connection
- Designing your connection
- Delivering your connection

04 OPTIONS TO CONSIDER

- Load management
- Smart charging
- Timed profile connections
- Onsite/offsite generation and storage

05 CASE STUDIES

- Example 1 - Small connection
- Example 2 - Large non-firm/flexible connection
- Example 3 - Large connection



INTRODUCTION

As we are fast approaching the Government's target of Net Zero, we know that the decarbonisation of the transport sector will be a critical part of that journey, as it is a major contributor to the overall carbon footprint of the UK. SP Energy Networks and Scottish and Southern Electricity Networks, as the licensed Distribution Network Operators (DNOs) responsible for maintaining and improving Scotland's electricity distribution network, are at the heart of this step change.

Many are now making the switch to low or zero emissions vehicles for both personal and commercial use, and as the operators of critical national infrastructure, DNOs are essential players in this transition, no matter the technology chosen. All alternative, low emission transport options – whether electricity or hydrogen focused – will create a significant increase in demand on the electricity network, which we must prepare for.

As commercial businesses and other service providers look to replace their vehicle fleets we are seeing an increase in the uptake of electric vehicles. We have therefore prepared this Guide to assist large operators, such as bus operators, delivery companies, emergency services and those with large depots who are seeking to electrify their vehicle fleets on how they can work with their DNO to deliver their low carbon ambitions.

Our guide has been designed to help identify the most effective connection solution, and also provides an overview of our engagement, design and connections processes, including what operators should consider to ensure they have enough power available at their premises to charge their EV fleet.

Utilising your network connection efficiently will help ensure that your operational requirements are achieved, such as charging speed and the number of vehicles capable of being charged at any given time.



GETTING IN TOUCH

It is always advisable to get in touch with your DNO as early in the process as possible to discuss your requirements prior to you submitting a connection application. Details of how to contact our Connections team are detailed below:



-  Website:
spenergynetworks.co.uk/pages/new_connections.aspx
-  e-mail:
gettingconnected@scottishpower.com
-  Telephone:
0845 270 0785 (Central and Southern Scotland)



-  Website:
ssen.co.uk/connectionsinformation/contact/
-  e-mail:
connections@ssen.co.uk
-  Telephone:
0800 048 3516 (Scotland)
-  Account Managers:
commercial.contracts@sse.com



WHAT YOU CAN DO - ASSESSING YOUR SITE

Understanding Your Demand Profile

Before deciding on whether you need to upgrade your existing electricity connection to accommodate the additional load requirements from electric vehicle charge points, you will need to establish how much electricity you are currently consuming on your site (i.e. your Maximum Demand) and at what times.

You should then check this against your Authorised Capacity for the site, as set out in your connection agreement (i.e. the capacity that you are authorised to use as part of your agreement with your DNO).

This will determine if you have available capacity to accommodate all, or part, of the additional load from your proposed EV charge points. While the provision of a single EV charger to support one or two vehicles may not be an issue, connecting multiple commercial vehicles will normally require an assessment of the electricity network. You should therefore contact your DNO to discuss whether an increase in your Authorised Capacity can be accommodated on the existing network or if the supporting electrical infrastructure needs upgrading to meet your requirements.

Optimising your Network Connection

Assessing your overall site requirements, rather than just looking at EV charging, may identify easy wins that can reduce your power requirements significantly. Reduction in your overall demand by achieving energy efficiencies and the introduction of demand side management technologies could also minimise, or in certain cases avoid, the need for reinforcement of the electricity network.

As an example, improving the energy efficiency of your depot/office buildings by reducing the amount of power used in heating, lighting, and other processes can help deliver additional capacity. Modifying how much and when you consume power on your site is also important in freeing up capacity at certain times for EV charging. This is particularly relevant where overnight charging is a requirement.



WHAT YOU CAN DO - ASSESSING YOUR SITE

02

Calculating your Fleet Charging Requirements

To calculate your EV charging requirements you will need to consider the following:

- The distance the individual vehicles needs to cover each day and over what timescale.
- When will your fleet need to be charged? - (throughout the day, overnight, when vehicles return, etc.)
- Where will your fleet charge? - (at home, en-route, at a destination or in depot)
- The number of vehicles that you will need to charge at any one time, both now and in the future.
- What duration does your fleet need to be charged? – (e.g. 40 mins, 2-4 hours, throughout the day or overnight)
- The likely charging patterns - (e.g. from 80% state of charge to 100% or do you expect your fleet to be recharging from almost 0% on every occasion?).

EV charger models have varying capabilities and power. If you want shorter charging times you will need higher powered chargers, which typically cost more and will increase your power requirements. A charge point installer should be able to assist you in identifying the appropriate EV charger specification, the number of charge points and power rating to meet your operational needs.

Do you have Sufficient Capacity?

Once you know how much demand you are using, when this is occurring and the spare capacity you have available, you can determine whether your maximum peak demand, including the EV charging requirements, is likely to be below your existing Authorised Capacity.

If your maximum demand is within your Authorised Capacity and total EV demand is less than 30% of your total site demand, then it may simply be a case of notifying your DNO of your plans, which you can ask your charge point installer to do on your behalf.

If your EV charging requirements take you above your Authorised Capacity or your total EV demand is more than 30% of your total site demand, then you will either need to take steps to reduce your maximum demand, as highlighted previously, or ask your DNO to provide more power to the site before your charge point installer undertakes the installation.



HOW WE CAN HELP

Pre-application Meetings and Surgeries

It is always advisable to get in touch with your DNO as early in the process as possible to confirm your requirements prior to you submitting a connection application.

We offer support and advice through our dedicated teams who would be happy to arrange pre-application meetings or connection surgeries to discuss your EV fleet charging requirements and whether these are likely to have an impact on the local network.

The following information will be useful to have to hand when assessing your connection requirements with your DNO:

- Location of your operating centre
- Number and size of EV chargers required (fast (22kW), rapid (50kW) or ultra-rapid (100kW +))
- Location of charging infrastructure (on site, off site or en-route)
- Whether there is, or will be, generation or energy storage on site.
- Charging profiles (peak, off-peak or timed).

Applying for a New or Upgraded Connection

Once you are ready to progress your plans you can either apply online or by e-mail for a new connection or a change to your existing connection.

Information we will need in support of your application includes:

- Name and address of applicant
- Address and plans of connection site (location and site plans)
- Location of supply point (meter) marked on site plan
- Total load requirements (kVA)
- Any known or planned generation on site (energy storage, PV etc...)
- Letter of authority (if you are not the landowner)

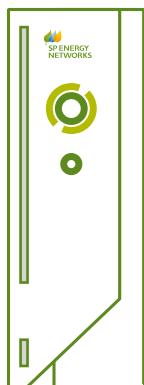


HOW WE CAN HELP

Designing your Connection

Depending on the stage you are at in your fleet decarbonisation plans, we have three design options we can offer:

- **BUDGET ESTIMATE** - This is a basic study prepared free of charge and will provide you with an estimated cost on how much it would be to connect to the electricity network. This can take up to 20 working days to prepare but will not consider any reinforcement works or transmission network issues, so the estimated cost may vary significantly from the actual cost.
- **FEASIBILITY STUDY/OPTIONEERING** - This is a more in-depth study which will consider reinforcement and transmission issues and can also look at a range of capacities based on your current and future needs, whilst considering where the tipping point for reinforcement might be. A feasibility study is chargeable, however if you then choose to receive a Formal Offer within 12 months of receiving your study results, we will transfer any money spent on the study to the Formal Offer.
- **FORMAL OFFER** - This will include a full network study and will provide you with an offer to connect and a connection date. We will require a full application and, depending on the connecting voltage, it can take up to 59 working days to prepare a formal quotation. For most applications at LV and HV this will be between 15 and 35 working days. Formal offers are valid for 90 days, which can be extended for a further 90 days subject to certain criteria being met. Formal offers attract a nominal charge to cover the connection offer expenses.



You have a Choice

Just because we own the network, doesn't mean you have to accept a quotation from us. There are other companies out there who can carry out many aspects of the work.

These are known as Independent Connection Providers (ICPs) or Independent Distribution Network Operators (IDNOs).

An ICP is an accredited company that can build electricity networks to agreed standards. To get a list of accredited companies, visit the Lloyds Register at www.lr.org/en/utilities/national-electricity-registration-scheme-ners/search/

An IDNO is also an accredited company that can build electricity networks but unlike an ICP it owns, maintains and operates the network once it is complete. To find out more about IDNOs, visit Ofgem at www.ofgem.gov.uk/publications/list-all-electricity-licensees-including-suppliers

It is a good idea to compare prices and service levels to decide what is right for your connection project.

HOW WE CAN HELP

Delivering your Connection

As mentioned, you have the choice of asking your DNO to undertake all the connection works or engaging an ICP or IDNO to carry out all or part of the connection works, provided they are accredited to do so.

If you decide to accept our offer, one of our Project Managers will be in touch with you, or your chosen ICP, to discuss your connection timescales. It should be noted that due to long lead times for certain assets, large connections can take between 12 and 24 months to deliver. In addition, if any part of the connection passes through third party land, we will need to arrange wayleaves with the landowner to allow us access to install your connection and for future maintenance. If these consents are not forthcoming, we may need to redesign your connection.

If you have engaged an ICP or IDNO to carry out part of the connection works, they will arrange any necessary wayleaves on your behalf. If we are to adopt any part of your works, we will also need wayleaves for the cable routes and missives for the purchase of any substation site(s), where applicable.

Once we have scheduled your connection, we will contact you two days before the agreed date to confirm the works to be carried out. We will also provide you with a handy customer works guide which contains a checklist on how to get your site ready for our connection works.



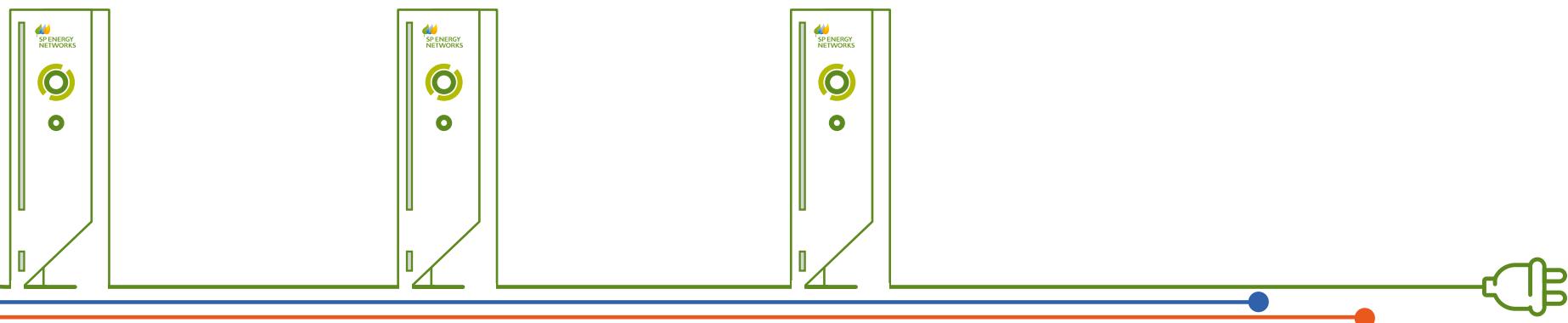
OPTIONS TO CONSIDER

Load Management

Load management systems offer a solution for multiple charge points to be operated without exceeding the maximum power capacity of a site.

Load management can be achieved through dynamic power management to charge points, reducing the speed of charge as necessary to moderate total electrical demand, striking a balance between the number and the speed of charge points.

This can allow you to install a larger number of charge points that will simply charge at a slower rate if they are all in use at the same time. The advantage of this approach is that you may not have to spend as much upgrading your grid connection yet can still install several chargers. You will need specific control systems for this, so we'd encourage you to speak to your charge point provider about this option.



Smart Charging

Smart charging refers to different intelligent functionalities that help you recharge your vehicles in an efficient and flexible way in response to an external signal.

Smart charging includes load management but goes beyond that, allowing you to manage your EV charging in a more sophisticated manner. For instance, smart chargers enable you to automatically charge when power is cheapest, or to operate your individual charge points at different rates depending on when you need each vehicle.

As with load management, coordinating your charging can enable you to install several chargers whilst not increasing your required capacity or by simply utilising the capacity you are not using at a particular time.

OPTIONS TO CONSIDER

On-site Generation and Energy Storage

On-site generation and energy storage – combined with smart charging – can also enable you to reduce the size of your grid connection by levelling out your power demand.

This means in addition to your charge points, you would also install a stationary battery that would charge up gradually over the course of the day, or whenever you're not using a large volume of energy. You can then use that stored electricity to help charge your EV fleet and reduce, or even remove, the power needed from the grid.

If you also have solar PV installed, your solar panels will generate electricity during the day to charge up your batteries. Where that energy is not needed, you can store it for use later or sell it to your supplier and be rewarded for helping to maintain security of the network.

Timed Profile Connections

A timed profile connection agreement with your DNO allows you to vary the amount of power that you can use based on the time of the day, subject to a pre-agreed schedule.

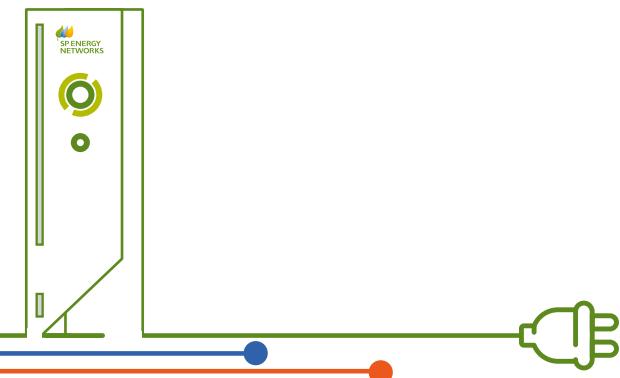
If, for instance, your maximum power requirements are out with peak times due to you charging your EVs overnight, this can be an effective solution as it allows you to agree different load capacities based on your usage patterns.

As an example, you may wish to use up to 2.5MW of power overnight and then reduce this to 0.5MW during the daytime to meet your operational needs. This approach avoids having to upgrade the electricity network to provide the 2.5MW of capacity 24 hours a day – the cost of which could be substantial and may take some time to implement.

Using a Different Part of the Electricity Network

Where you have a large site and have some flexibility over where to install charge points it is worth exploring whether you have access to another part of the network.

We will be able to help you assess any such option, which may result in a lower connection cost if it means an alternative substation faces less of a constraint.



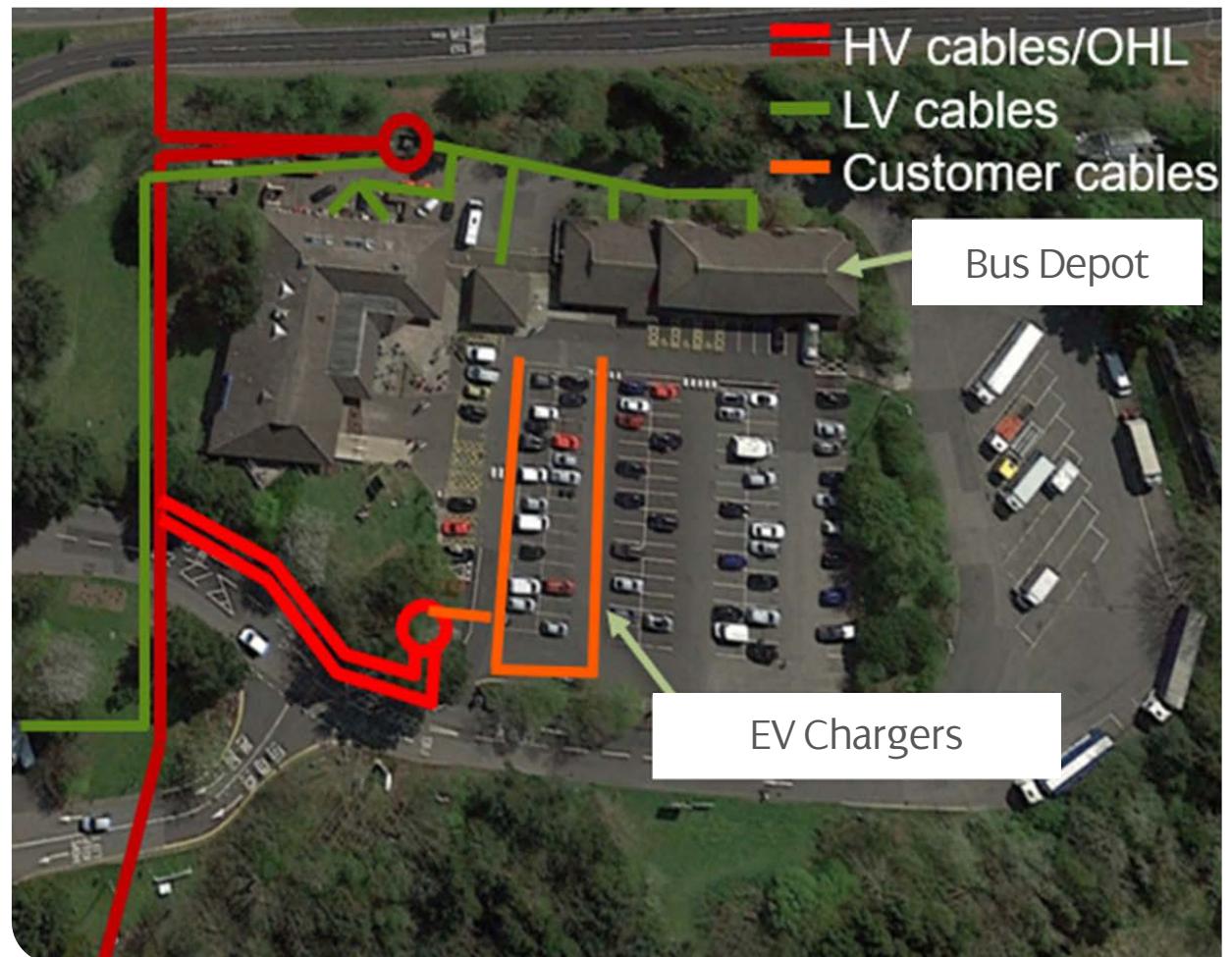
Example 1 - Small Connection

The following example demonstrates the work required to facilitate a small EV operating centre in a standard location, including the costs associated, the build time and an example cable route.

To enable a required load of 500kVA demanded by 10 chargers of 50kW capacity each, a dedicated HV substation would be built and connected to the DNOs 11kV network. LV customer cabling would then be laid and would energise the chargers in the layout as shown. There would be no constraints applied in this example and the chargers could utilise their agreed maximum capacity of 500kVA at any time of the day.

The estimated cost for this work is £70,000 - £100,000.

The estimated time to complete this work from project inception is **three to six months**. It is assumed in this example that there is sufficient headroom on the 11kV network to facilitate this connection. The customer should first ascertain through engagement with the DNO if indeed there is sufficient headroom preventing the costs outlined above from potentially increasing further.



CASE STUDY

05

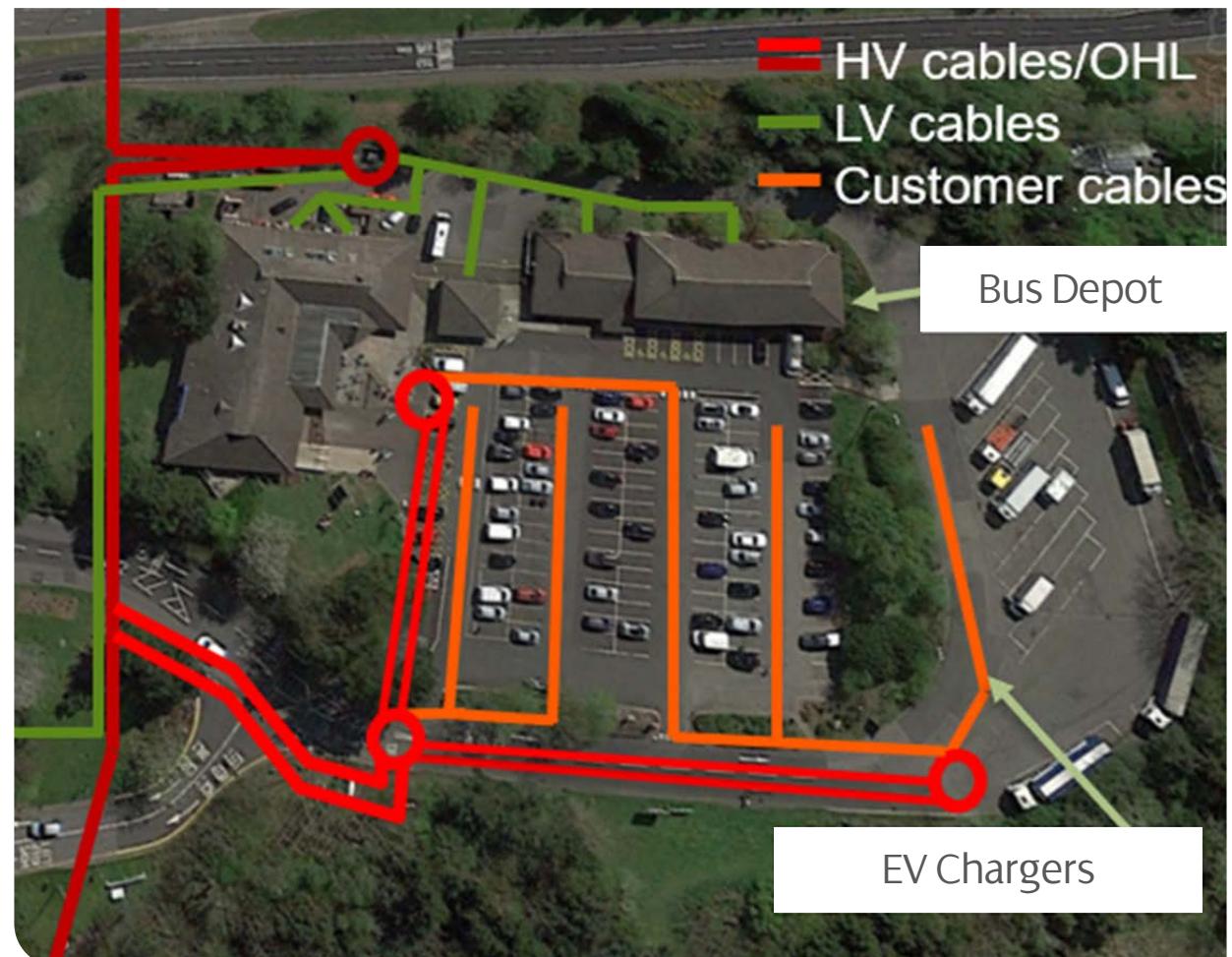
Example 2 - Large non-firm/flexible connection

A method of reducing the costs for the customer is to pursue a non-firm/flexible connection. An example of this is outlined on the right.

To enable the required 2.5MVA flexible load, three dedicated HV/LV substations would need to be built and connected to the DNO 11kV network as shown. The agreement between the fleet operator and DNO would be for 0.5MVA at any time and 2.5MVA during the off-peak hours of 23:00-06:00. Each of the 50 vehicles would still be connected to a charger after returning to base however could only all begin charging simultaneously between 23:00-06:00. Outside of these hours only ten of the chargers could be utilised or any combination of charging that totals a maximum of 0.5MVA.

The estimated cost for this work is £200,000- £500,000

The estimated time to complete this work from project inception is **three to seven months**.



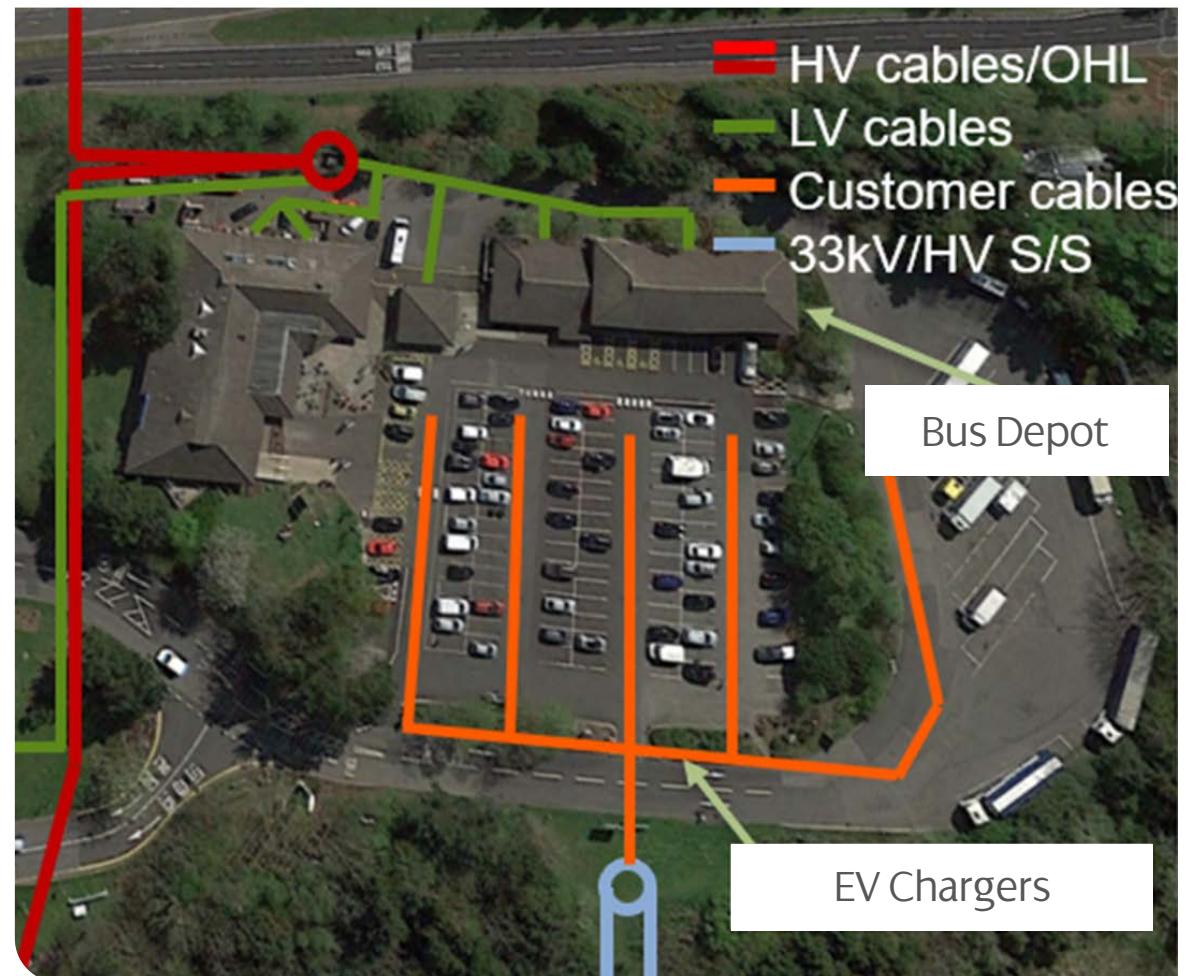
Example 3 - Large connection

The following example demonstrates the work required to facilitate a large EV fleet depot in a standard location, including the costs associated, the build time and an example cable route.

To enable the required load of 5MVA demanded by the 100 x 50kW or 50 chargers of 100kW capacity each, it is likely that a dedicated 33kV/ HV substation would need to be built and connected to the DNOs' 33kV network. The size of the required capacity means an 11kV connection may no longer be appropriate and a feed to the primary substation at 33kV is required. LV customer cabling would then be laid and would energise the EV chargers in the layout as shown. There would be no constraints applied in this example and the chargers could utilise their agreed maximum capacity of 5MVA at any time of the day.

The estimated cost for this work is £3,000,000 - £5,000,000.

The estimated time to complete this work from project inception is **18-24 months**. It is assumed in this example that there is sufficient headroom on the primary network to facilitate this connection. The customer should first ascertain, through engagement with the DNO, if indeed there is sufficient headroom preventing the costs outlined above from potentially increasing further. The cost may vary further if the EV depot is in a more problematic area – for example, a remote rural location or embedded in a densely populated city centre where reinforcement work is more cumbersome and costlier.



GLOSSARY OF TERMS

| Term | Definition | Term | Definition |
|--|--|-------------------|--|
| Authorised Capacity | Authorised Capacity is the capacity that the customer is authorised to use as part of their agreement with the DNO for the connection provided to their premises. | ICP | An ICP or Independent Connection Provider is an accredited company that can build electricity networks to agreed standards and quality required for them to be owned by either by a Distribution Network Operator (DNO) or an Independent Distribution Network Operator (IDNO). For an ICP to carry out some of the connection works they must be registered with National Electricity Registration Scheme (NERS) that is administered by Lloyds' Register. |
| Connection Agreement | A Connection Agreement is an agreement between a customer and the DNO setting out the terms and conditions upon which the customer is connected to the Distribution System, specifying for instance the capacity being connected. | IDNO | An IDNO or Independent Distribution Network Operator is a company licensed by Ofgem, to own and operate electricity networks. An IDNO network will be connected to the local power network, however, the IDNO will be responsible for managing and operating their local network, including all future maintenance and fault repairs. |
| Demand-Side Management | The term Demand Side Management refers to a group of actions designed to manage and optimise a site's energy consumption and to cut costs, from grid charges to general system charges. | kV | kV stands for kilo volt or 1,000 volts. The transmission network in Scotland operates at 400kV, 275kV and 132kV. The distribution network operates at 33kV and 11kV before transforming the voltage down to 400/230V to supply our homes and businesses. |
| Distribution Network | Electricity distribution networks carry electricity from the high voltage transmission grid to industrial, commercial and domestic users. In Scotland this is the 33kV network and below. | kVA | A kVA is also a measure of Power, A kVA is a kilovolt-ampere, which is 1,000 volt-amperes. |
| Distribution Network Operator (DNO) | A Distribution Network Operator is a company licensed to distribute electricity in the UK. It owns and maintains the underground cables, overhead lines and substations that bring electricity downstream from the national transmission grid, to homes and businesses. | kW and kWh | kW stands for kilowatt. A kilowatt is 1,000 watts, which is a measure of power. Watts are used to define the amount of power that runs through a given power supply. A kilowatt is not to be confused with a kilowatt hour (kWh) which is a measure of energy, rather than power. A kWh indicates how much energy is consumed in a given period. EV chargers are rated based on kilowatts (see power rating). For instance, a 50kW charge point will take one hour to deliver 50kWh of energy. |
| Electricity Supply Constraint | A supply constraint is when the network capacity is near its upper limit, meaning that it can't accommodate much additional demand (e.g. installing lots of EV charge points) without having to make upgrades. | MW and MWh | MW stands for megawatt or 1,000kW. MWh or megawatt hour is the energy consumed over time. |
| Electricity System Operator | The responsibility for the day-to-day security of the electricity system and the real-time balancing of electricity generation with the demand required by industry, businesses and domestic customers rests with the Electricity System Operator (ESO). National Grid ESO carries out this role across the whole of GB, including Scotland. | | |
| Fast charger | Fast chargers are typically rated at either 7kW or 22kW. Charging speeds will vary with the vehicle but as a rough rule of thumb, a 7kW charger will recharge a compatible EV with a 40kWh battery from empty in four to six hours, and a 22kW charger in one to two hours. | | |



GLOSSARY OF TERMS

| Term | Definition | Term | Definition |
|-----------------------|--|-----------------------------------|--|
| Power Rating | In the context of EV charging, this indicates how quickly a charge point can charge your electric vehicle. The power rating is measured in kilowatts (kW). There are two main types for bus charging - rapid (50kW) and ultra-rapid (120kW to 600kW) which correspond to different power ratings and determine the charging speeds available to charge an electric bus. The higher the power rating, the shorter the charge time. | Timed Profile Connections: | Where the requirement for a large connection is not needed for use 24 hrs per day, a quicker and cheaper connection may be possible especially in parts of the network where utilisation is high. Timed or profiled connections can in the right circumstances provide cost-effective connection solutions. Although similar timed and profiled connections are slightly different – timed connections typically have only – two to three different periods of time hence capacity availabilities, whereas profiled connections could have up to 48 different periods. |
| Rapid charger | Rapid chargers are the fastest way to charge an EV, and are often found at motorway services or locations close to main routes. Rapid devices supply high power direct or alternating current – DC or AC – to recharge an EV as fast as possible. Rapid DC chargers provide power at above 50kW enabling you to charge an EV to 80% in 20 minutes to an hour. Rapid AC chargers provide power at 43kW to deliver an EV an 80% charge in 20-40 minutes. An additional sub-category (which could also be considered an entirely separate type of charge point) is the ultra-rapid charge point with a power rating starting at 100kW and going up to 350kW. Ultra-rapid charge points can deliver hundreds of miles of range in under ten minutes. | Time of Use Tariff | A tariff is a pricing plan for energy use. Time of use tariffs use different prices to encourage consumers to use electricity at times when more is available cheaply (for instance overnight). Time of use tariffs can offer significant financial savings for EV drivers if they are able to charge when electricity is cheapest. |
| Slow charger | This is the slowest of the three types of chargers. Slow chargers are usually 3kW, occasionally 6kW, and are best used for overnight charging. A slow charger will typically take between 6-12 hours to fully charge an electric vehicle (40kWh battery). | Transmission Network | Electricity transmission networks carry electricity from large generation sources using cables or overhead power lines supported on pylons to regional grid transformers where it is transformed down to 33kV for use on the distribution network. In Scotland the transmission network operates at 400kV, 275kV and 132kV. |
| Smart Charging | Smart charging refers to shifting the time of day when an electric vehicle charges, or modulating the rate of charge at different times, in response to signals (e.g. electricity tariff information). | Transmission Network Owner | The transmission network is owned, maintained and improved by the Transmission Owners (TO's) – Scottish and Southern Electricity Networks (SHE Transmission) in the north of Scotland and SP Energy Networks (SP Transmission plc) in the central belt and south of Scotland. |
| SSEN | Refers to Scottish and Southern Electricity Networks, the distribution network operator that owns and maintains electricity cables and lines in the North Scotland | | |

