

EAST HERTS COUNCIL REPORT

OVERVIEW & SCRUTINY COMMITTEE

DATE OF MEETING: Tuesday, 31 March 2026

REPORT BY: Stephanie Tarrant, Assistant Director for
Democracy, Elections and Information
Governance

REPORT TITLE: Call-In: Letting of a concession contract for the
installation and management of Electric Vehicle
chargers in East Herts Council's car parks

WARD(S) AFFECTED: All Wards In Bishop's Stortford,
Buntingford, Hertford, Sawbridgeworth, Stanstead Abbots And Ware,
These Being: Bishop's Stortford All Saints; Bishop's Stortford Central;
Bishop's Stortford North; Bishop's Stortford Parsonage; Bishop's
Stortford South; Bishop's Stortford Thorley Manor; Buntingford; Great
Amwell And Stansteads; Hertford Bengo; Hertford Castle; Hertford
Kingsmead; Hertford Rural; Hertford Sele; Sawbridgeworth; Ware Priory;
Ware Rural; Ware St. Mary's; Ware Trinity

Summary – To invite Members of the Committee to consider the call-in
request (attached at Appendix 1), of the decision reached on 9 March
2026 by the Director of Communities to award a 15 year concession
contract for the provision of electric vehicle chargers in council car parks,
with installation within the first three years of the contract and then
management and maintenance for the remaining period of the contract.

RECOMMENDATION FOR OVERVIEW & SCRUTINY COMMITTEE:

(A) In accordance with paragraph 5.31.3 (g)-(i) of the Constitution,
approves one of the following three recommendations¹:

¹ Only one recommendation, (A), (B) or (C), may be approved. The recommendation of the
Committee shall be determined in the following way. If a vote leads to one option received 50% + 1

- (i) agrees with the decision that has been called-in, that is, the ‘Letting of a concession contract for the installation and management of electric vehicle chargers in East Herts Council's car parks’, enabling the decision to be implemented; *or*
- (ii) determines that, having taken the advice of the council’s Monitoring Officer, it is of the view that the called-in decision is contrary to the Policy Framework and/or contrary to or not wholly consistent with the Budget because it is a matter that is reserved for Council and has been taken without the necessary delegation by Council, thus referring it to Council for a final decision necessary for the called-in decision to be implemented; *or*
- (iii) does not agree with the decision, that is, the ‘Letting of a concession contract for the installation and management of electric vehicle chargers in East Herts Council's car parks’ should not proceed until the Executive (or the person making the decision under delegated authority) considers an alternative recommendation made by the Committee and makes a final decision.

Note: The Committee will be asked to consider the recommendations at A above in order.

2.0 Background

2.1 On 17 March 2025, in accordance with paragraphs 5.31.2-5.31.3 of the Council’s Constitution, four Members submitted a call-in request form to the Chief Executive. The call-in request form,

of the votes cast, that recommendation shall be the outcome of the Committee. If no option achieves 50% + 1 of the votes, then the option with the fewest votes shall be discarded and a second vote on the two remaining options shall determine the outcome. In the event that two or more options are tied as a result of the first vote, the Chair shall use his discretion to informally determine through discussion whether one or two options may be discarded or seek a formal vote on which one of the options with the same number of votes should be discarded, enabling a vote on the two remaining options. Should the vote to discard an option result in another tie, the Chair shall decide which option to discard before proceeding to the final vote, with the Chair’s decision on which option to discard before the final vote being final.

which related to the officer decision detailed in the above summary and as attached at appendix 2, was accepted in part by the Director of Law and Governance on the proviso that discussions took place with the Executive Member or Leader of the Council as required in accordance with paragraph 5.31.3(d) of the constitution. The call-in request form cited the following reasons for the decision being called-in:

The decision was taken by the Director for Communities under delegated authority, and the report seems to indicate that the Executive Member did not play a role in the decision-making process.

I base the call in on developing the understanding around the following:-

- 1. Strategic significance of the decision*
- 2. Transparency of financial arrangements*
- 3. Consumer protection and charging tariffs*
- 4. Long-term contractual commitments*
- 5. Due diligence and financial guarantees*

3.0 Background papers, appendices and other relevant material

3.1 Appendix 1 – Call-in request form

3.2 Appendix 2 - [Officer Key Decision Record/Report](#) (including the original appendix to that report)

3.3 Appendix 3 – EXEMPT: Officer response and additional information in response to Cllr Andrews.

3.4 Appendix 4 – EXEMPT: Tender documentation

Contact Officer James Ellis

Director for Legal, Policy and Governance and
Monitoring Officer

James.Ellis@eastherts.gov.uk

Report Author

Stephanie Tarrant, Assistant Director for
Democracy, Elections and Information
Governance

Stephanie.Tarrant@eastherts.gov.uk