

LOCAL GOVERNMENT ACT 2000

**REGISTER OF URGENT  
DECISIONS OF THE EXECUTIVE**

NORTH DEVON COUNCIL CONSTITUTION  
– Part 4 Overview and Scrutiny Committee  
Procedure Rules and Budget and Policy  
Framework Procedure Rules



Reference No: 2018/06

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1) **SUBJECT:** Installation of electric vehicle charging points (ERDF project bid)

2) **REQUESTED DECISION:**

2.1 Approval for the participation of North Devon Council in a Devon County Council led project bid to European Development Fund (ERDF).

2.2 Approval that if the project bid is successful, North Devon Council will provide match funding for three NDC car park sites at a cost of £4k per location.

3) **STATEMENT OF THE REASONS FOR THE REQUEST AND WHY IT IS URGENT:**

3.1 The government published the 'Road to Zero' strategy in July 2018 highlighting the ambition to have at least half of all new cars to be ultra-low emission by 2030.

3.2 The Parking Manager only learned of the Devon County Council project, and North Devon Council's involvement and site submissions, in October 2018.

3.3 The Parking Manager attended a meeting with Devon County Council on 30<sup>th</sup> October 2018 and discovered that an improved bid from Devon County Council, with participating district councils, was being submitted on 12<sup>th</sup> November 2018. At this stage it was too late to submit a report to the November Executive agenda.

3.4 Devon County Council are submitting a project bid on **12<sup>th</sup> November 2018** to the European Development Fund (ERDF). The project is to install a 'Devon network' of Electric Charging points working in partnership with District Councils.

3.5 North Devon Council's Economic Development team submitted three locations as part of an earlier unsuccessful bid, with the agreement to match fund the locations with South Molton Town Council:

- Ropery Road, Ilfracombe (NDC)
- Sheep Pen car park South Molton.(NDC)
- East Street, South Molton (SMTC)

3.6 Unfortunately, all three sites are unsuitable for charging point installations, due to not having the required electricity supply.

3.7 In addition, NDC do not own or manage Roper Road car park.

3.8 The initial bid was unsuccessful and a second, more detailed, bid invited from ERDF.

3.9 The Parking Manager has provided three suitable sites, where the electricity infrastructure has already been provisionally checked for potential suitability.

- Hardaway Head car park, Barnstaple
- Wilder Road car park, Ilfracombe
- Central car park, South Molton.

3.10 These sites have been chosen for their proximity to Town Centres and have good electricity supplies as well as good mobile signal strength. Each car park chosen has capacity to remove 2 standard parking bays to host a charging station.

3.11 ERDF will provide a response to the bid in February 2019.

3.12 It is anticipated that minimal rent will be received for each location from the charge station provider (estimated to be £1k per station). It is hoped that the station itself will increase footfall in the three locations. Car park charges can continue to be charged for the parking bays being used for electric vehicle charging.

3.13 The electricity to the charging station will be provided by a separate supply feed within the car park, managed by the charging station provider. The electricity used by the consumer to charge a vehicle is paid by them to the charging station provider. The rate charged to the consumer will be that set by the charging station provider.

3.14 The project procurement will ensure that the provider meets installation and maintenance costs as well as providing full customer support. Liability for the cost pre installation ground works, vandalism or repair due to reasons outside of any maintenance contract will need to be explored and detailed within the specification and procurement process. A report will be made to Executive prior to any further commitment being undertaken.

3.15 Should the project be successful, a further phase two is envisaged where more locations can be offered to increase the network.

**4) FINANCIAL IMPLICATIONS: (NOTE: Please state if there are any financial implications. If so, state if there are sufficient funds within the agreed budget. If there are not sufficient funds, please state how the decision will be financed)**

4.1 DCC requires confirmation that, should the project bid to ERDF prove successful, NDC will commit to match fund £12k for the three locations.

4.2 The full £12k can be found from within the 2018/19 Parking budget.

4.3 If successful the project will go through a procurement process to ensure the best value long term arrangements for all involved Councils.

4.4 A report to Executive will be made regarding the project, once the initial bid response has been received, prior to any procurement specification being agreed.

4.5 Through consultation with Executive and detailed procurement specification, any future financial risk to NDC will be identified and minimised.

**5) ANY ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:**

5.1 The Office for Low Emission Vehicles (OLEV) has confirmed that no current funding is available for the installation of public Off Street parking charging stations. However, funding may be available for workplace installations, such as at Brynsworthy Environment Centre, for use by employees and work fleet vehicles.

**6) A RECORD OF ANY CONFLICT OF INTEREST DECLARED:**

**7) A NOTE OF ANY DISPENSATION IF GRANTED:**

**8) THE CONSENT OF THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE WAS OBTAINED ON:**

5<sup>th</sup> November 2018.

**9) LIST OF BACKGROUND PAPERS (but not including published works or those which disclose exempt or confidential information (as defined in paragraph 10.4 and 10.5 of the Access to Information Procedural Rules Part 4 of the Constitution):**

**10) CONSULTATION UNDERTAKEN:**

The following have been consulted on this urgent decision:

Consultee	Consulted Yes/No	Date
Executive Member		

Ward Member(s)	Yes	02.11.2018
Chief Executive	Yes	02.11.2018
Head of Service : Ricky McCormack	Yes	01.11.2018
Legal : Ken Miles	Yes	01.11.2018
Finance: Jon Triggs	Yes	01.11.2018

**11) APPROVED BY DECISION TAKER**



Councillor Des Brailey MBE, Leader

**12) NOT APPROVED BY DECISION TAKER**

**13) DATE THAT DECISION WAS TAKEN:**

6<sup>th</sup> November 2018.

# GUIDANCE NOTES

## NOTE:

### PROCEDURE FOR URGENT DECISIONS:

1. The Chief Executive must notify the Leader/Deputy Leader.
2. The Leader/Deputy Leader must approve the use of the procedure and notify the Chief Executive of his approval together with his reasons.
3. The Chief Executive must notify the Chairman of the Overview and Scrutiny Committee or if unable to act the Chairman of Council or if absent the Vice-Chairman to seek his determination as to whether the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency.
4. The Chairman of the Overview and Scrutiny Committee or if unable to act the Chairman of Council or if absent the Vice-Chairman, must confirm to the Chief Executive in writing that the proposed decision is urgent, the Chief Executive shall advise the Leader/Deputy Leader that the decision may be taken by a person or body possessing a relevant power to make such a decision.
5. If a decision is specific to a Ward, efforts should be made to ascertain the views of the local Councillor (s).

### PROCEDURE FOR URGENT DECISIONS OUTSIDE THE BUDGET OR POLICY FRAMEWORK

1. The Executive, a committee of the Executive, an individual member of the Executive or officers or joint arrangements discharging executive functions may take a decision which is contrary to the Council's Policy Framework or contrary to or not wholly in accordance with the budget approved by full Council if the decision is a matter of urgency. However, the decision may only be taken:
  - (a) if it is not practical to convene a quorate meeting of the full Council; and
  - (b) if the Chair of the Overview and Scrutiny Committee agrees that the decision is a matter of urgency.
2. The Chief Executive must notify the Leader/Deputy Leader.
3. The Leader/Deputy Leader must approve the use of the procedure and notify the Chief Executive of his approval together with his reasons.
4. The Chief Executive must notify the Chairman of the Overview and Scrutiny Committee or if unable to act the Chairman of Council or if absent the Vice-

Chairman to seek his determination that it is not practical to convene a quorate meeting of full Council and to it being treated as a matter of urgency.

5. The Chairman of the Overview and Scrutiny Committee or if unable to act the Chairman of Council or if absent the Vice-Chairman, must confirm to the Chief Executive in writing that the proposed decision is urgent, the Chief Executive shall advise the Leader/Deputy Leader that the decision may be taken by a person or body possessing a relevant power to make such a decision.
6. If a decision is specific to a Ward, efforts should be made to ascertain the views of the local Councillor (s).
7. Following the decision, the decision taker will provide a full report to the next available Council meeting explaining the decision, the reasons for it and why the decision was treated as a matter of urgency.