

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:	3401
Author:	Elin Hultgren
Department:	Commercial and Operations
Contact:	Elin Hultgren (Job Title: Senior Energy Projects Officer Metering & billing, Email: elin.hultgren@nottinghamcity.gov.uk, Phone: 07927551353)
Subject:	Metering and billing services for London Borough of Waltham Forest
Total Value:	£82,309 (income) (Type: Revenue)
Decision Being Taken:	Approval for Energy Services to contract with Waltham Forest to provide metering and billing services for 103 units.
Reasons for the Decision(s)	Increase commercial revenue for Energy Services from the sale of EEMonitor metering and billing services. We provide this service on a national basis to other public sector bodies and it forms part of the commercialism agenda to bring new opportunities / clients in to support the EWBT. The full income breakdown is detailed in an exempt appendix attached.
Other Options Considered:	Not pursuing the contract - Dismissed as this would impact on achieving the EWBT target and would not fulfil 18/19, 19/20 and 20/21 business plan targets.
Background Papers:	None
Published Works:	None
Affected Wards:	Citywide
Colleague / Councillor Interests:	None

**Any Information Exempt from publication:**

Yes

**Exempt Information:**

**Description of what is exempt:**

Cashflow analysis.

An appendix (or appendices) to this decision is exempt from publication under the following paragraph(s) of Schedule 12A of the Local Government Act 1972

**3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).**

The public interest in maintaining the exemption outweighs the public interest in disclosing the information because this information may adversely prejudice the interest of the City Council.

**Documents exempt from publication:**

181018 Cashflow Analysis EEM LBWF v2.xlsx

**Consultations:**

Those not consulted are not directly affected by the decision.

**Crime and Disorder Implications:**

None

**Equality:**

EIA not required. Reasons: This decision does not relate to new or changing policy service or function.

**Any implications affecting IT:**

Yes

**Decision Type:**

Portfolio Holder

**Subject to Call In:**

Yes

**Call In Expiry date:**

19/02/2019

**Advice Sought:**

**Legal, Finance, IT**

**Legal Advice:**

**This report seeks approval for the City Council to enter into a contract with London Borough of Waltham Forest for the provision of services associated with the City Council's energy monitor.**

**The contract includes terms and conditions which require the City Council to meet certain KPIs and to accept liability for infringements of data protection and intellectual property - those terms and conditions are reasonable and would be expected from any provider but the City Council's Energy Team must ensure the limits of liability are proportionate and its insurance arrangements are understood.**

**The City Council should undertake the necessary due diligence to ensure it can comply with the contract.**

**Advice provided by Andrew James (Team Leader Contracts and Commercial) on 22/01/2019.**

**Finance Advice:**

**See attached document.**

**Advice provided by Tania Clayton Perez (Commercial Business Partner) on 25/01/2019.**

**Advice documents: 190125 London Borough of Waltham Forest.docx**

**IT Advice:**

**The IT Service support the proposal included in this delegated decision.**

**It is understood that existing systems in use by EnviroEnergy are sufficiently functional and have capacity for the additional data to be processed in relation to Waltham Forest LB.**

**Some additional project support from the IT Service may be required to assist with data take on and establishing communications links with Waltham Forest LB. At present the full extent of any required work has not been identified but it is assumed that it can be provided from existing available project resources within the IT Service.**

**Advice provided by Paul J. Burrows (IT Change, Projects & Strategy Manager) on 03/10/2018.**

**Signatures**

**Sally Longford (PH for Energy and Environment)**

**SIGNED and Dated: 12/02/2019**

**Andy Vaughan (Corporate Director Commercial and Operations)**

**SIGNED and Dated: 08/02/2019**