


OFFICER DELEGATION**TO BE UPLOADED TO THE E-MEETINGS MANAGER**

Date: 17/02/2020	Ref No: 067
Type of Operational Decision:	
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>
Status: For Publication	
Title/Subject matter: Utilities Contract Compliance Audit	
Budget/Strategy/Policy/Compliance – Is the decision: Strategic	
(i) within an Approved Budget	✓
(ii) not in conflict with Council Policy	✓
(iii) not raising new issues of Policy	✓
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	No
Details of Operational Decision Taken [<i>with reasons</i>]: Proceed with contract	
To award a contract to Meridian Cost Benefit Ltd of St Albans, Hertfordshire under the terms of the NW Audit & Recovery Services Framework to undertake a review of utilities billing information to ensure correct payment has been made, any inaccuracies are corrected and any monies due to the council are recovered.	
Reasons for Decision:	
<ul style="list-style-type: none"> . Energy billing is complex and inaccuracies are known to occur. By conducting this audit there is potential to reclaim money to relieve budget pressures . There is no financial risk to the Council i.e. the service is provided on a no win no fee basis . All gas and electricity accounts will be audited for accuracy in line with prudent contract management procedures 	

Decision taken by:	Signature:	Date:
Executive Director, Operations		03/03/2020
Members Consulted [see note 1 below]		
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		
<p>Notes</p> <ol style="list-style-type: none"> 1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted. 2. This form must not be used for urgent decisions. 		