

Record of officer decision

Decision title:	New Public Realm Service – Meter Administrator Services
Date of decision:	2 nd September 2025
Decision maker:	Corporate Director for Economy and Environment
Authority for delegated decision:	EE-06 within Appendix 1 of the Chief Executive scheme of delegation – updated 15 October 2024
Ward:	Countywide.
Consultation:	None.
Decision made:	To appoint Power Data Associates to act as the Meter Administrator for street and road sign lighting for a period of three years from April 2026.
Reasons for decision:	<p>Herefordshire Council maintains an unmetered electricity supply portfolio which covers elements such as street and road sign lighting.</p> <p>The use of a meter administrator is mandatory and allows unmetered electricity users to calculate the correct energy consumption each month and to help keep energy costs under control and drive efficiency across the asset base.</p> <p>The role of Meter Administrator is currently carried out by Power Data Associates Limited through the Public Realm Contract arrangement with Balfour Beatty Living Places. This decision will see continuity of service with Power Data Associates Limited being appointed for a further three years.</p>
Equality Considerations	None.
Highlight any associated risks/finance/legal/equality considerations:	<p>Finance:</p> <p>An Annual Fee of £3,578.89 fixed for 3-years from April 2026 has been agreed with Power Data Associates Limited and will be funded from the highway annual revenue budget during each year. It is noted that this is the same source of funding as is currently utilized.</p> <p>Risk Management:</p> <p>The use of a meter administrator is mandatory.</p> <p>Legal Implications:</p> <p>None.</p>
Details of any alternative options considered and rejected:	Not to award. This is not recommended as the use of a meter administrator is mandatory

Details of any declarations of interest made:	None
--	------

Signed..... Date:

Please ensure that signatures are redacted before publishing.