



EXECUTIVE MEMBER DECISION

REPORT OF:	Executive Member for Resources
LEAD OFFICERS:	Director of Finance & Customer Services
DATE:	10 October 2018

PORTFOLIO/S AFFECTED:	Resources
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WARD/S AFFECTED:	All
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SUBJECT: Award of contract for banking services
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1. EXECUTIVE SUMMARY

To advise the Executive Member of the activity undertaken in relation to a new contract to provide banking services to the Council.

2. RECOMMENDATIONS

That the Executive Member:

approve the award of a new banking services contract to Bidder B, for an initial period of 7 years, with the option to renew for a further 2 years on a 1+ 1 year basis.

3. BACKGROUND

The Council has undertaken a review of its current banking arrangements and through an Invitation to Tender (ITT) process has invited potential service providers to tender for a new contract to commence in December 2018, for an initial period of 7 years with the option to renew for a further 2 years on a 1+ 1 year basis.

The Council's Digital Strategy aims to make best use of technologies available to ensure that its digital services are delivered in user friendly ways, while at the same time seeking to optimise the efficiency of all back-office operations. Tenderers have therefore been encouraged to propose alternative solutions and innovative suggestions as to how the Council's strategy can be delivered, particularly with a view to reducing the amount of cash that is collected and paper that is used.

Clearly, the priority is the successful delivery of the banking services described in the ITT from the required contract start date. However, consideration of best banking practices and more efficient ways of working were also reflected in the assessment of the bids made.

The ITT was issued at the end of June 2018, with a deadline for return of 12.00hrs on Wednesday 1st August 2018. Responses were received from two banks, which have been evaluated by a panel including officers from the Financial Services and the Commissioning and Procurement teams together with a representative from BRC Consulting Services Limited.

The Council's decision in awarding this contract has been made on the basis of the offer which is the

most economically advantageous to the Council, i.e. a balance between service quality and cost. The award criteria were 60% on Quality and 40% on Price .The scores awarded by the panel were:

	Bidder A	Bidder B
Quality Assessment (60%)	53.0	46.7
Price (40%)	27.0	40.0
Total Score	80.0	86.7

It is therefore recommended that the Council awards the contract to Bidder B, which had the highest overall score, because of its competitive pricing.

4. KEY ISSUES & RISKS

The market has been tested via a formal ITT process, with the Financial Services team taking on advice from the Council's Commissioning and Procurement team and specialist external advisors. The selection process has been robust and addresses the Council's needs.

5. POLICY IMPLICATIONS

Obtaining the best price available for banking services will contribute to addressing the budgetary pressures facing the Council. The new contractual arrangements will also be used to look to generate further efficiencies in future.

6. FINANCIAL IMPLICATIONS

Obtaining the best price available for banking services will contribute to addressing the budgetary pressures facing the Council. The new contractual arrangements will also be used to look to generate further efficiencies in future.

7. LEGAL IMPLICATIONS

The procurement process outlined above, using an OJEU open tender process, complies with the Council's Contract Procurement Procedure Rules and EU procurement law.

Advice has been, and will continue to be taken as appropriate from the Legal Services and Procurement teams to ensure compliance with procurement rules and law.

As part of the procurement process, the final contract will be in a form approved by Legal Services.

8. RESOURCE IMPLICATIONS

There will be some impact on legal staffing resources for the finalisation of contract details. The ongoing use of banking services will otherwise not impact materially on current staffing resources.

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1 Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2 In determining this matter the Executive Member needs to consider the EIA associated

with this item in advance of making the decision. *(insert EIA link here)*

Option 3 In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

10. CONSULTATIONS

None.

11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

VERSION:	1
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CONTACT OFFICER:	Louise Mattinson – Director of Finance & Customer Services Ron Turvey – Deputy Finance Manager
DATE:	11/10/18
BACKGROUND PAPER:	None.