

SOUTH LAKELAND DISTRICT COUNCIL

Delegated Executive Decisions

On **Thursday, 17 December 2020, on the rising of the meeting of the Management Team**, the following report(s) will be considered under powers delegated to Portfolio Holders, the Chief Executive and Directors for the discharge of the Council's Cabinet functions carried out within their area of responsibility.

Copies of these reports have been sent to the relevant Portfolio Holders (and all Members of the Cabinet for information), the Chief Executive, all Directors and the Monitoring Officer.

Cabinet Members, or any of the other consultees, may object to the report within five working days - **by 5.00 p.m. on, Wednesday, 16 December 2020** - by notifying the Officer named on the report of the objection and requesting that the matter be referred to the next meeting of the Cabinet for determination.

PART I

1 PROCUREMENT OF BANKING SERVICES

To consider the award of a five year contract for banking services.

(Please note that the contents of Appendix 1 to this report are exempt, as outlined within the report.)

PART II

Private Section (exempt reasons under Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, specified by way of paragraph number)

There are no decisions to be taken under Part II of this Agenda.

Page Nos.

3 - 8

This page is intentionally left blank

South Lakeland District Council Delegated Executive Decisions

Date of Proposed Decision: Thursday, 17 December 2020

Procurement of Banking Services

Portfolio:	Finance and Resources Portfolio Holder
Decision Maker:	Director of Strategy, Innovation and Resources
Report Author:	Simon McVey – Operational Lead Support Services
Wards:	Not Applicable
Forward Plan:	Key Decision included in the Forward Plan published on 9 November 2020.

1.0 Expected Outcome

- 1.1 A five year contract for banking services to enable the Council to operate on a day to day basis including the provision of procurement cards.

2.0 Proposed Decision

2.1 It is recommended that :-

(1) the tender for Banking Services is awarded to the supplier identified in the Part II Appendix 1 report; and

(2) the Director of Strategy, Innovation and Resources in conjunction with Lead Specialist Legal Governance and Democracy enter into a contract on behalf of the Council with the successful bidder.

3.0 Background and Proposals

Please note that in accordance with Section 100B(2) of the Local Government Act 1972, copies of the appendix to this report are excluded from inspection by members of the public as they contain information as described in Schedule 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006, as follows:-

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

- 3.1 As the current contract for banking services is due to end in January 2021 a full procurement has been carried out to seek a provider of general banking services for the next five years including the option to provide procurement cards.
- 3.2 The proposal to procure banking services has been on the Procurement Schedule approved by Council and Cabinet.
- 3.3 Using a comprehensive procurement pack including a full Statement of Requirements the opportunity was advertised openly on the Chest. The specification set out our detailed requirements which included accurate and reliable internet and over the counter banking services in Kendal and ideally Windermere, integration to existing

cash receipting and general ledgers, good customer service standards and a value for money pricing structure.

3.4 The responses to the procurement have been evaluated and details are set out in the Part II appendix.

4.0 Consultation

4.1 Consultation has taken place with Finance specialists who access the banking system on a daily basis who have had considerable input into the statement of requirements. This also includes the procurement specialist.

5.0 Alternative Options

5.1 There is no alternative option. The council requires banking services and the current contract ends in January with no legal option for a further extension.

6.0 Links to Council Priorities

6.1 Delivering excellent value for money services.

7.0 Implications

Financial, Resources and Procurement

7.1 This procurement has been included on the procurement schedule and the proposed annual costs are within the existing revenue budget for banking services.

Human Resources

7.2 There are no human resources implications.

Legal

7.3 The contract will be established for an initial period of 5 years with an option to extend for a further period of 2 years taking the contract term to a maximum of 7 years. The contract is intended to start on 02 January 2021 or as otherwise agreed. Legal Governance and Democracy Specialists will advise on the contract documentation for the purchase.

Health, Social, Economic and Environmental

7.4 Have you completed a Health, Social, Economic and Environmental Impact Assessment? No

7.5 It is considered however that this proposal will have a positive impact on sustainability, with an online banking system which will support home working.

Equality and Diversity

7.6 Have you completed an Equality Impact Analysis? No

7.7 If you have not completed an Impact Assessment, please explain your reasons: Not Applicable.

Risk

Risk	Consequence	Controls required
The existing banking contract is not replaced.	Disruption to the running of the council without access to banking services.	Approve the letting of the new contract to the recommended tenderer.

Contact Officers

Simon McVey, Operational Lead Support Services, 01539 793109
s.mcvey@southlakeland.gov.uk

Appendices Attached to this Report

Appendix No.	Name of Appendix
1	Part II Appendix – Procurement of Banking Services

Background Documents Available

None

Tracking Information

Signed off by	Date sent	Date Signed off
Legal Services	30/11/2020	
Section 151 Officer	30/11/2020	
Monitoring Officer	30/11/2020	
CMT	30/11/2020	

Circulated to	Date sent
Lead Specialist	30/11/2020
Human Resources Lead Specialist	N/A
Communications Team	N/A
Leader	N/A
Committee Chairman	N/A
Portfolio Holder	30/11/2020
Ward Councillor(s)	N/A
Committee	N/A
Executive (Cabinet)	N/A
Council	N/A

Note – Report authors must consult the relevant Portfolio Holder, members of the Corporate Management Team, the Monitoring Officer, and any other interested parties before a decision can be taken. If any objections are received, they must be reported at the meeting before the decision is taken.

Signed by:-	Title:-

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank