

To: POLICY & RESOURCES (FINANCE AND CUSTOMER SERVICES) SUB-COMMITTEE	Subject: TENDER FOR THE PROVISION OF CASH COLLECTION SERVICES
From: HEAD OF BUSINESS FOR FINANCIAL SOLUTIONS	
Date: 16 February 2017	Ref: PH/EK

1. Introduction

1.1 In accordance with the Council's contract standing orders, this report seeks Committee approval to commence procurement for the provision of Cash Collections Services to North Lanarkshire Council

2. Background

2.1 The Council requires the secure, approved and effective cash collection service for the uplift and transit of North Lanarkshire Council cash and cheques from First Stop Shops, schools and all other establishments where income is received.

2.2 The range of cash collection services to be provided will include the following:

- Cash collection for establishments throughout the Council including North Lanarkshire Leisure and Culture NL outlets;
- Transfer of uplifts to the bank cash centre; and
- Delivery of change to establishment when required

3. Current Contract

3.1 The current contract with Security Plus+ Ltd was secured through a collaborative procurement exercise for cash collection with South Lanarkshire Council in order to achieve efficiencies through economies of scale.

3.2 In addition, South Lanarkshire Council are currently considering awarding their cash collection contract using an ESPO framework. Financial Solutions will consider the use of this framework with the assistance of the Corporate Procurement team.

4. Tender Proposal

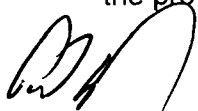
4.1 The proposed contract period will be for 3 years with an option to extend for a period not exceeding one year and will commence on 1 October 2017.

4.2 The estimated contract value based on current service levels is approximately £150,000 per annum or £600,000 over the full potential 4 year contract. This exceeds the financial threshold stipulated in the EU Public Sector Procurement Directive 2004/18/EC.

4.3 The Council's Procurement team will assist the tender panel to undertake the process.

5. Recommendation

5.1 It is recommended that the Committee approved the competitive tendering process for the provision of a Cash Collection service.



Head of Business for Financial Solutions

For further information please contact Elaine Kemp, Corporate Finance Manager, tel: 01698 302408