

FINANCE COMMITTEE MEETING HELD THURSDAY 10 NOVEMBER 2022

	Item	Summary of Key Recommendations
1.	Apologies	Alderman Duddy and Councillor C McShane
2.	Declarations of Interest	Nil
3.	Minutes of Finance Committee meeting held Thursday 8 September reconvened Tuesday 13 th October 2022	Signed as a correct record
	'In Committee' Items 4-11 inclusive	
4.	Period 6 Management Accounts	Information
5.	Prompt Payment Statistics	Information
6.	Debt Management	Information
7.	APP Forecast Quarter 2	Information
8.	Mayor's Expenses	to recommend to Council that Finance Committee set an annual Mayor's budget at nil balance on Appointment; that there is provision of bi-monthly updates to be made available to the Mayor, including expenditure and the remaining balance; that the final closing Mayor's Budget balance be brought to Finance Committee for scrutiny.

9.	Inherited Debt, Current Reserves and Rates Increases	<p>to recommend to Council the Chief Finance Officer bring a draft report to Finance Committee with a view to circulate via social media, internet and printed press to include the following information on all eleven Councils:-</p> <p>Inherited Debt and Current Debt; Starting Reserves and Current Reserves; Accumulative Rates Strikes; Special Responsibility Allowances; And include commentary that Causeway Coast and Glens Borough Council was the only Council to merge four legacy Councils.</p>
10.	Rates Estimates	Information
11.	Banking Services Tender	<p>to recommend that Council approve the appointment of Bank of Ireland and proceed with award of contract(s) for a period of 12 months commencing 6th December 2022 with an option to extend for a further 4 periods of 12 months, subject to performance</p>
12.	Any Other Relevant Business (notified in accordance with Standing Order 12 (o))	Nil

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
FINANCE COMMITTEE HELD
IN THE COUNCIL CHAMBER, CIVIC HEADQUARTERS AND VIA VIDEO
CONFERENCE ON THURSDAY 10 NOVEMBER 2022 AT 7PM**

In the Chair: Alderman McLean (C)

Members Present: Alderman Hillis (C), A McQuillan (C)
Councillors Bateson (R), Beattie (R), Callaghan (C),
Holmes (C), McCaw (R), Peacock (R), Scott (C), Wilson
(R)

Officers Present: D Wright, Chief Finance Officer (C)
A McPeake, Director of Environmental Services (R)
I Owens, Committee & Member Services Officer (C)

In attendance: C Thompson, ICT Officer (C)
C Ballentine, ICT Officer (C)

The Chief Finance Officer undertook a roll call.

The Chair advised Committee of its obligations and protocol whilst the meeting was being audio recorded; and with the remote meetings protocol.

1. APOLOGIES

Apologies were recorded for Alderman Duddy and Councillor C McShane.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

**3. MINUTES OF FINANCE COMMITTEE MEETING HELD THURSDAY 13
OCTOBER 2022**

Summary previously circulated.

AGREED – to recommend that the Minutes of the Finance Committee Meeting held Thursday 13th October 2022 were confirmed as a correct record.

MOTION TO PROCEED ‘IN COMMITTEE’

Proposed by Councillor Scott
Seconded by Alderman A McQuillan

AGREED – that Committee move ‘*In Committee*’

The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

4. PERIOD 6 MANAGEMENT ACCOUNTS

The Chief Finance Officer provided a verbal update as follows:

- Accounts up to Period 6 show a deficit of £258,000 against budget as there had been an assumption that Rates Support Grant would have been received. At this stage there are three payments not yet received with regard to Rates Support Grant.
- If the position is to hold a deficit variance of £2m could see the reduction in reserves by £2m. When this is factored in to the £1.8m deficit, the resulting deficit becomes £3.8m.
- This figure does not factor in utility expenditure and pay awards.

The Chief Finance Officer encouraged Elected Members to lobby through their party groupings at Stormont that the Permanent Secretary may have powers to release monies as a key element to the financial position is the Rates Support Grant.

The Chief Finance Officer presented via powerpoint, the first six month position in relation to costs associated with heating oil, gas, electricity and vehicle fuel which amounted to £2.3m compared with £1.1m in 2022 and provided historic figures below for comparison:

2021 was not comparable due to the pandemic;
2020 - £1.5m;
2019 - £1.2m;
2018 - £980,000

The Chief Finance Officer referred to a table which showed a comparison from 2018 to 2022 showing expenditure on commodities in the first six months of this year equalled the total spend for the year in 2021.

Annual Actuals	2023 To Date	2022	2021	2020	2019	2018
Description	Net Spend This Yr	Net Spend Prior Yr	Net Spend Prior Yr-2	Net Spend PY - 3	Prior Year -4	Prior Year -5
Heating Oil Expense	89,174.47	118,820.75	50,867.09	148,924.75	147,250.32	130,097.70
Gas	343,458.79	406,159.80	307,158.81	447,728.70	441,049.95	386,006.75
Electricity	1,068,892.48	984,330.79	738,154.15	1,104,000.45	857,561.58	834,767.75
Vehicle Fuel	870,594.65	1,074,666.66	888,088.35	1,035,590.34	1,020,602.53	851,700.27
	2,372,120.39	2,583,978.00	1,984,268.40	2,736,244.24	2,466,464.38	2,202,572.47

The Chief Finance Officer agreed to forward the information to Elected Members.

Councillor Holmes asked for figures for usage for commodities in terms of kilowatt hours for electricity, litres for oil, cubic metres for gas and suggested exploring ways of ensuring efficiency when purchasing. The Chief Finance Officer agreed to provide this information.

The Chief Finance Officer referred to the positive variance in relation to staffing costs, however pointed out that pay awards were not yet settled, which would impact on this figure and confirmed management planned to gap posts in a bid to save on salaries.

The Chief Finance Officer said that as the local pay award had not yet been agreed, the last rejected pay award and the national pay offer of £1,925 had been costed into accounts, therefore any improved offer would require to be costed.

Regarding the Government scheme on utilities, the Chief Finance Officer advised that details were still awaited in terms of assistance with electricity costs and pointed out the Government scheme was only guaranteed for six months.

5. PROMPT PAYMENT STATISTICS

Confidential for information report, previously circulated, presented by the Chief Finance Officer.

Background

Department for communities (DfC) requires Council to record and publish statistics regarding the payment of supplier invoices with specific reference to two distinct measures namely invoices paid within 10 working days and invoices paid within 30 calendar days.

Detail

These figures are published on a quarterly basis by DfC with Councils required to do likewise. The purpose of the statistics is to encourage Councils to support businesses especially those local and/or small businesses for whom cash flow is of vital importance to their continued survival. In addition as part of Council's performance improvement plan for this year the payment of our suppliers has been identified as one of the performance improvement objectives with a target

of 90% of suppliers being paid within 30 calendar days. The tables below detail Council's performance since April 2019 the latest data being for quarter 3 of 22/23 year being up to and including end of October 2022. The excellent start in terms of performance for 2022/23 has seen a drop in performance during Q2 but slowly recovering albeit not to Q1 levels. In October 66.98% (59.21% for September) of invoices were paid within 10 working days and 88.16% (89.89% for September) of invoices were paid within 30 calendar days.

Improvement Actions

Whilst the recent figures have declined from previous months they are still good but Council cannot afford to rest on its laurels. There is still room for improvement as other Councils have performance that is higher than Causeway Coast and Glens Borough Council therefore we must now strive to firstly recover the earlier reported levels of performance and with the implementation of a new finance system seek to identify efficiencies in our processes especially where the new technology can offer electronic solutions to manual tasks. It should be noted that the process of implementing the new finance system is ongoing and Council should be able to expect future *improvements once the*

implementation is complete

Prompt Payment Statistics 2019/2020					
	Q1	Q2	Q3	Q4	Total
Total No of Invoices	5453	7504	7102	7923	27982
Total amount paid	£ 11,235,850	£ 14,304,005	£ 11,816,835	£ 15,184,690	£ 52,541,380
Number of invoices paid within 10 days	1767	2648	3078	3818	11311
% of invoices paid within 10 days	32.40%	35.29%	43.34%	48.19%	40.42%
Number of invoices paid within 30 days	4177	5924	5723	6404	22228
% of invoices paid within 30 days	76.60%	78.94%	80.58%	80.83%	79.44%
Number of invoices paid outside 30 days	1276	1580	1379	1519	5754
% of invoices paid outside 30 days	23.40%	21.06%	19.42%	19.17%	20.56%
No. of Disputed Invoices	36	80	107	99	322
% of disputed invoices	0.66%	1.07%	1.51%	1.25%	1.15%
Average Payment Days	23.52	24.26	21.55	21.68	22.7
Prompt Payment Statistics 2020/2021					
	Q1	Q2	Q3	Q4	Total
Total No of Invoices	3424	5544	5802	6296	21066
Total amount paid	£ 5,602,247	£ 10,310,263	£ 10,622,455	£ 17,216,296	£ 43,751,261
Number of invoices paid within 10 days	2414	3804	4308	4087	14613
% of invoices paid within 10 days	70.50%	68.61%	74.25%	64.91%	69.37%
Number of invoices paid within 30 days	2846	4951	5184	5383	18364
% of invoices paid within 30 days	83.12%	89.30%	89.35%	85.50%	87.17%
Number of invoices paid outside 30 days	578	593	618	913	2702
% of invoices paid outside 30 days	16.88%	10.70%	10.65%	14.50%	12.83%
No. of Disputed Invoices	10	82	102	57	251
% of disputed invoices	0.29%	1.48%	1.76%	0.91%	1.19%
Average Payment Days	15.52	13.85	16.26	17.06	15.74
Prompt Payment Statistics 2021/2022					
	Q1	Q2	Q3	Q4	Total
Total No of Invoices	5830	6442	7117	6567	25956
Total amount paid	£ 12,255,753	£ 14,938,664	£ 11,824,362	£ 16,652,683	£ 55,671,462
Number of invoices paid within 10 days	4139	4113	5240	4331	17823
% of invoices paid within 10 days	70.99%	63.85%	73.63%	65.95%	68.67%
Number of invoices paid within 30 days	5447	5886	6613	5893	23839
% of invoices paid within 30 days	93.43%	91.37%	92.92%	89.74%	91.84%
Number of invoices paid outside 30 days	383	556	504	674	2117
% of invoices paid outside 30 days	6.57%	8.63%	7.08%	10.26%	8.16%
No. of Disputed Invoices	32	26	48	28	134
% of disputed invoices	0.55%	0.40%	0.67%	0.43%	0.52%
Average Payment Days	15.80	17.23	15.27	16.81	16.27
Prompt Payment Statistics 2022/2023					
	Q1	Q2	Q3*	Q4	Total
Total No of Invoices	6461	6090	2247		14798
Total amount paid	£ 17,214,458	£ 17,078,164	£ 3,548,935		£ 37,841,557
Number of invoices paid within 10 days	4446	3487	1505		9438
% of invoices paid within 10 days	68.81%	57.26%	66.98%	#DIV/0!	63.78%
Number of invoices paid within 30 days	5872	5267	1981		13120
% of invoices paid within 30 days	90.88%	86.49%	88.16%	#DIV/0!	88.66%
Number of invoices paid outside 30 days	589	823	266	0	1678
% of invoices paid outside 30 days	9.12%	13.51%	11.84%	#DIV/0!	11.34%
No. of Disputed Invoices	33	35	26		94
% of disputed invoices	0.51%	0.57%	1.16%	#DIV/0!	0.64%
Average Payment Days	16.24	18.55	16.60	#DIV/0!	17.24
* Incomplete period					

The Chief Finance Officer said that figures inclusive of 31st October 2022 indicated a positive start to year, currently sitting at 88% for 30 day figures for October 2022.

6. DEBT MANAGEMENT REPORT

Confidential for information report, previously circulated, presented by the Chief Finance Officer.

Purpose of Report

This report informs members of the current position surrounding debt owed to the Council by its customers.

Background

Council implemented a revised Debt Management Policy in February 2017.

Due to the timing of this committee meeting the data being presented is July as August information was not available at the time of writing.

Detail – Aged Debt Analysis

Table previously circulated as at 31st October 2021 and 31st October 2022.

Table previously circulated showing movement and comparison between last year and this year (31st October 2021 and 31st October 2022) .

As reported previously it should be noted that £135,291.37 included within the 90 days and over figure relates to the waste disposal customer who has gone into administration.

Tables, previously circulated detail the status of any debt which was over 90 days in excess of £10 at the previous report but which has now been cleared.

Over 90 Days analysis

Tables, previously circulated, detail the status of any debt which was over 90 days in excess of £10 currently (excluding BID and direct debit accounts):

Options

Debt write-off under £1,000

In accordance with our debt management policy I am required to report to Council any debts under £1,000 which the Chief Finance Officer has the authority to write-off. There are no such debts this month.

Debt Write-off over £1,000

In accordance with our debt management policy, Council approval is sought in order to write off any debts in excess of £1,000. Whilst there is no write-off required at this point Council is reminded that a significant debtor has gone into administration. This debtor currently owes Council £135,291.37 relating to disposal charges and landfill tax for waste disposal at Craigahulliar. The company has written to Council informing us that it has entered into a Company

Voluntary Arrangement whereby unsecured creditors, such as Council, will receive 54p in the £ of their outstanding debt. A meeting of the creditors was held on Thursday 13th January 2022 at 10:30am in Belfast to consider this proposal, the proposal was accepted. Since this relates to waste disposal charges and includes an element of landfill tax there is a bad debt recovery process whereby Council can claim a bad debt relief for landfill tax which will further reduce the outstanding amount, there is also a VAT relief that council can avail off. Officers are currently looking into this and once the CVA settlement has been received and debt reliefs claimed will report to committee what level of debt will require write-off at a subsequent meeting.

At the request of Alderman McLean, the Chief Finance Officer answered queries regarding an outstanding caravan park debt.

7. ACTUAL PENNY PRODUCT FORECAST QUARTER 2

Confidential for information report, previously circulated, presented by the Chief Finance Officer.

Background

Land and Property Services (LPS) who issue bills and collect rates on behalf of Councils issue in year forecasts on the Actual Penny Product (APP) and projected outturns with regards the amount of rates actually collected.

Detail

LPS has issued to Councils the first formal in year forecast for the APP based on figures at 30 September 2022. The forecast for Causeway Coast and Glens Borough Council indicates that we are on course to receive a positive finalisation in terms of rates income amounting to approximately £349k, an increase from June of £114k. In addition, LPS has provided monthly updates up to and including August 2022 and these are detailed in the table at 2.1 together with the formal September figure.

Monthly Analysis

Month	April	May	June	July	August	Sept
Forecast	£100	£278	£235	£191	£255	£349

All figures £'000

EPP analysis

The table, previously circulated, sets out the variance of the APP forecast from the Estimated Penny Product (EPP) used when setting the rate. This table demonstrates that the positive position is mainly generated by domestic properties. This underlines Finance Officers' concerns around the status of the non-domestic sector given the current levels of subvention by Central Government, which will end, the ongoing challenge cases regarding the last revaluation of non-domestic properties and the impending next planned revaluation of non-domestic properties having the potential to exacerbate the number and level of challenges to subsequent revaluations and continuing

uncertainty around our town centres and their economic recovery. Please note there is a slight variance between the figure at 2.1 above and the table below, these are both LPS produced figures.

Assumptions

The assumptions used by LPS in calculating these figures are set out below:

- Gross Rate Income (GRI) calculated to 30th September 2022 from the rating system without any further adjustments.
- Rates foregone from vacant property in the non-domestic sector for the initial 3-month exemption period have been calculated based on the monetary value of losses used in the EPP, at 31st March 2022 or 30th September 2022, whichever is the higher. In the case of Causeway Coast and Glens Borough Council the forecast has calculated these based on the losses used in the EPP. Losses in the “50%” and “Exempt” categories were calculated based on the actual losses as at 30th September 2021. In this regard losses built into the forecast were the actual losses in the LPS accounting system at 30th September 2022. We will continue to review this as the year progresses.
- Rates foregone (exclusions including developer exclusions) from REH have been calculated based on the monetary value of losses at 30th September 2022.
- Discount by way of landlord allowances has been calculated based on the monetary value of losses used in the EPP, the position at 31st March 2022 or the position at 30th September 2022, whichever is the higher loss.
- Write-offs based on losses of £16.5 million (split across the 11 Councils) based on the higher of the losses used in the EPP, the position at 31st March 2022 or the position at 30th September 2022, whichever is the higher loss. From recent meetings you will be aware that LPS is ramping up legal recovery action throughout the remainder of this year and beyond to help reduce the overall debt position, however it may take some time to reach pre-Covid levels. I can advise that the actual write-off as at the end of September is £133K, against a total of £732K included in the forecast. On that basis I expect it is unlikely to reach that level, however I will issue monthly write-off updates going forward.
- Cost of Collection estimated at £19.1 million for the rating year apportioned across the 11 Councils on the basis of statutory formula. Rateable Values used were the average of those in the Valuation Lists at 31st March 2022 and 30th September 2022.
- The CAP based on losses in the system at 30th September 2022.

Revaluations

Whilst the current figures are encouraging Council must be mindful that a number of outstanding challenge cases against previous revaluations remain, in particular with regards the University and Schools which, if successful, could cause a significant impact of these figures when back dating of the claims is taken into account.

The Chief Finance Officer advised Elected Members that revaluations challenges were ongoing and could impact negatively on income if outcome was not in favour of Council.

8. MAYOR'S EXPENSES

Confidential information report, previously circulated, presented by the Chief Finance Officer.

Background

The Finance Committee has requested an analysis of expenditure with regards the Mayor's expenses.

Detail

The table at 1.3 below sets out the expenditure incurred by each Mayor since the inception of Causeway Coast and Glens Borough Council, the current annual budget for the Mayor's expenses is £24,000, however the Mayoral period does not run concurrent with the financial year and the figures in the table reflect the actual spend from Annual General Meeting (AGM) to the next AGM, one exception being the first Mayor who had a fourteen month period in office.

Table of expenses

Year*	Total
2016	£12,069
2017	£27,437
2018	£45,124
2019	£26,413
2020	£28,764
2021	£11,017
2022	£26,647
2023**	£7,451

*Indicates year of end of period of office

**Incomplete year

2018 Year

Some further analysis was requested regarding the figure of £45,124 in the 2018 Mayoral year.

A total of £7,275 relating to promotional items was incurred towards the latter part of this year therefore it is reasonable to assume that the majority of these items remain available for use of subsequent Mayors.

The sum of approximately £1,800 relating to the previous Mayor's expenses for a trip at the end of their term was paid during the first month of this Mayor's term therefore should be adjusted for.

There was a total of just under £22,000 for catering/hospitality during this year but it would appear this includes some of the costs relating to three Freedom ceremonies that were held during this term, thereby inflating the figure. Without examining each individual invoice it is not possible to ascertain the exact amount involved.

There was an anniversary event held relating to HMS Drake the costs of which were met out of the Mayor's budget amounting to approx. £2,000.

The Chief Finance Officer provided a further update.

- £22k expenditure referred to for catering/corporate included a payment of £1.6k for a Parade/Civic Reception for 206 (Ulster) Battery Royal Artillery which could have been coded to Official & Courtesy.
- £1.5k costs are included for the Girona event. Both events were in former Mayor Hickey's term.
- Alderman Hickey provided a £2,000 bursary for an autistic child from the Borough to attend AdamsCampNI;
- Former Mayor Baird hosted the Lammas Fair dinner for the first time in August 2017 at a cost of £917; provided £870 compensation for storm damage to Ballycastle Bowling Club and hosted a Christmas Concert costing £2.6k.

Alderman A McQuillan questioned how the Mayor's budget was managed, he stated there should be more scrutiny and questioned whether the current budget was sufficient.

The Chief Finance Officer advised it was his view the Mayor was responsible, he advised statements could be provided during a Mayor's tenure and further clarified Democratic Services were not in the position to advise on a Mayor's budget. The Chief Finance Officer said that should Elected Members wish to consider the Mayor's budget, he would take direction during the Rate setting process.

At the request of Alderman A McQuillan, the Chief Finance Officer agreed to provide a breakdown of the figures for Mayor's expenditure for the year 2018. The Chief Finance Officer confirmed this had not been challenged at the time and that the overspend was funded from Reserves. The Chief Finance Officer said the information would be provided after the Rate setting process.

Alderman McLean suggested a quarterly report be brought to Finance Committee illustrating spend against budget in relation to a Mayor's expenditure.

Councillor Wilson felt it would not be helpful to bring detail of a Mayor's expenditure to Finance Committee, as it could become politicalized, however the Mayor should be provided with at least bi-monthly statements and raised concern around accounting errors and coding issues which had been raised. Councillor Peacock concurred with these remarks.

Proposed by Councillor Wilson
Seconded by Councillor Peacock and

AGREED - to recommend to Council that Finance Committee set an annual Mayor's budget at nil balance on Appointment;
that there is provision of bi-monthly updates to be made available to the Mayor, including expenditure and the remaining balance;
that the final closing Mayor's Budget balance be brought to Finance Committee for scrutiny.

9. INHERITED DEBT, CURRENT RESERVES AND RATES INCREASES

Confidential for information report, previously circulated, presented by the Chief Finance Officer.

Background

The Finance Committee has requested an analysis of inherited Council debt, current reserve levels and cumulative rates increases for all eleven Councils.

Detail

The table below set out each the dataset as described above.

Inherited debt

This table sets out the debt position for each Council as at 31 March 2016 – the earliest information available publicly.

Council	Debt 2016
Antrim & Newtownabbey	£57.55m
Ards & North Down	Not Available
Armagh, Banbridge & Craigavon	£47.27m
Belfast	£34.76m
Causeway Coast and Glens	£69.04m
Derry City & Strabane	£52.28m
Fermanagh & Omagh	£11.73m
Lisburn City & Castlereagh	£31.60m
Mid & East Antrim	£64.90m
Mid Ulster	Not Available
Newry, Mourne & Down	£58.20m

Reserves at March 2022

This table sets out the usable reserves position for each Council as at 31 March 2022 for those Councils who have published their accounts for the year ended 31 March 2022.

Council	Reserves 2022
Antrim & Newtownabbey	£30.45m
Ards & North Down	£25.04m
Armagh, Banbridge & Craigavon	£47.90m
Belfast	£87.86m

Causeway Coast and Glens	£21.99m
Derry City & Strabane	Not Available
Fermanagh & Omagh	£31.36m
Lisburn City & Castlereagh	£39.77m
Mid & East Antrim	Not Available
Mid Ulster	£43.54m
Newry, Mourne & Down	£35.64m

Cumulative Rates Increases

The table and chart, previously circulated, sets out the annual percentage rates increase and cumulative rates increases for all eleven Councils for the last seven years based on their domestic rate factor.

Elected Members questioned the tabling of this report as an *In Committee* item and sought clarification that information provided by the Chief Finance Officer was publicly available. The Chief Finance Officer advised the information he shared was publicly available.

Councillor Wilson pointed to the collective work of Elected Members in reaching publication of these figures which he believed should be available to ratepayers, he stated there was often a negative narrative from the Chamber which needed redress.

The Chair and Chief Finance Officer were in agreement the item was not required to be *in Committee* but that the majority of Finance reports, by nature, were '*In Committee*'.

Proposed by Councillor Wilson
Seconded by Councillor Holmes and

AGREED - to recommend to Council the Chief Finance Officer bring a draft report to Finance Committee with a view to circulate via social media, internet and printed press to include the following information on all eleven Councils:- Inherited Debt and Current Debt; Starting Reserves and Current Reserves; Accumulative Rates Strikes; Special Responsibility Allowances; And include commentary that Causeway Coast and Glens Borough Council was the only Council to merge four legacy Councils.

With the agreement of Elected Members the Chief Finance Officer said he would provide this information in time for the rates setting process.

10. RATES ESTIMATES

Confidential, for information report, previously circulated, presented by the Chief Finance Officer.

Purpose of Report

The purpose of this report is to inform members of the pressures being faced by Council in terms of financial budgeting and the setting of the rate for 2023/24. The summary table details the estimated impact of the larger known

high level influences on the rates and therefore gives an indication of the challenges which Council will face and need to address in considering the setting of the rate for 2023/24.

The draft estimates as tabled has necessitated a number of assumptions being made and their impact included to allow us to consider their consequences. These are laid out in some more detail below. At this stage there are many factors the outcome of which are unknown but we can make some judgements about these. This first draft is at the highest level and does not take into account a great deal of the detail which officers will consider over the next few weeks as we build up a picture of the budgetary requirements for the next financial year. Due to new uncertainties around key factors such as pay awards, energy costs, material costs not to mention general inflation this report presents 3 scenarios, best case, probable and worst case for consideration.

The confidential report provided information under the following sub headings:

- Background
- Wages and Salaries
- Energy costs
- Vehicle Fuel
- Balance Applied
- One-off events
- Rates Support Grant
- Rates Income
- Other Factors

- Next steps
- Effect on rate

Alderman A McQuillan referred to potential savings around bin collections and limitations on the implementation of car parking charges, that there were difficult decisions to be made.

11. BANKING SERVICES TENDER

Confidential report, previously circulated, presented by the Chief Finance Officer.

Purpose of Report

To inform members of the committee of a procurement exercise conducted to engage with suppliers on a contractual basis for banking services

Background

A tender exercise was conducted to engage with a supplier for Banking Services, these include day to day transactional services such as lodgements, supplier payment via cheque, bank transfer and BACS, provision

of a deposit account and a separate project current account, provision of a debit card and 5 credit cards.

The current banking supply tender contract ends November 2022, this tender exercise has been run to allow suppliers to tender rates for supply of banking services. The current contract was awarded in 2015 for an initial period of 5 years and was extended for a further 2 years in 2020 with a final 6 month extension granted up to October 2022. The cost of the current arrangement is approximately £15k per annum.

The tender exercise was run from 12th September 2022 to 12th October 2022 on councils tendering portal eSourcing. A poor response to the request for tenders was noted, only two suppliers submitted costings. An extension period of one week was granted to submit as queries received could not be addressed until officers were in receipt of information pertaining to BACS transactions, which did not arrive in a timely fashion.

Two suppliers submitted a tender response. Submissions were checked for completeness and compliance with the requirements of the tender before being assessed in accordance with the scoring criteria. Responses were fully compliant with the specification required.

Tenders were assessed on 25th October 2022 using the scoring criteria set out in the tender documentation.

50% Cost

50% Ability to meet the need (Subsections listed)

Basic Service 20%

Internet Banking 10%

Relationship Management 5%

Implementation 10%

Interest on Deposit 5%

Responses received from the companies listed below along with the lots which rates were submitted and evaluated, with a recommendation to proceed to award this contract to the incumbent supplier.

Bank of Ireland

Barclays Bank

Financials

Cost to council per annum is £ 6,000 per annum variable depending on demand for particular products, this contract is initially a 12-month contract with the potential to be extended by a further forty eight months (12+12+12+12) if the supplier has been deemed to provide a quality service.

Options

N/A

Recommendation

It is recommended that Council approve the appointment of Bank of Ireland and proceed with award of contract(s) for a period of 12 months commencing 6th December 2022 with an option to extend for a further 4 periods of 12 months, subject to performance.

Proposed by Alderman A McQuillan
Seconded by Councillor Scott and

AGREED - to recommend that Council approve the appointment of Bank of Ireland and proceed with award of contract(s) for a period of 12 months commencing 6th December 2022 with an option to extend for a further 4 periods of 12 months, subject to performance.

12. ANY OTHER RELEVANT BUSINESS (NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12 (O))

There were no matters of Any Other Relevant Business.

MOTION TO PROCEED ‘IN PUBLIC’

Proposed by Councillor Scott
Seconded by Alderman A McQuillan and

AGREED – that Committee move ‘*In Public*’.

This being all the business The Chair thanked Elected Members for their attendance and the meeting closed at 8:25pm

Chair