

**ST ALBANS CITY AND DISTRICT COUNCIL
DECISION REGISTER – 2003/4**

Portfolio(s) Decision relates to	BANKING SERVICES	Name of Portfolio:	RESOURCES
Decision Maker	<i>Print Name</i> Councillor C Oxley	Officer	<i>Signature</i>
		Portfolio	√
Type of decision		Key	
		Significant	√
		Virement	
		Delegation	
		Other (specify)	
Scheme of Delegation reference under which decision is taken 8.4.5 / and Contract Procedure Rules 6 (b) and (c)			
DECISION		Date decision taken: 06 October 2003	
<p>A negotiated extension to the current banking services contract with HSBC PLC for two years from 1 April 2004 to 31 March 2006</p> <p>In arriving at my decision I have properly and thoroughly taken into account the legal, financial and workforce implications for the Council. My decision is within the Council's policy and budget framework and complies with Financial Regulations and Standing Orders. I have explicitly considered the Council's corporate objectives in arriving at my decision. In coming to my decision I have consulted with all relevant parties as appropriate, and in accordance with the Scheme of Delegation</p>			
BASIS FOR DECISION			
<p>The basis for the decision is that the current contract annual cost is £20,641 and the negotiated cost is equivalent to £17,000 per annum for the next two years. A reduction of £2,410 will also be applied to this year (2003/04).</p>			
REASON FOR DECISION			
<p>The reason for the decision is that the Council receives very good quality of service from HSBC who provide the full range of banking services required by the Council.</p> <p>A full tender exercise would incur additional costs in these difficult financial times by appointing banking services consultants, the cost of the tender exercise and the cost of implementing a change of bank if this was to be the outcome.</p> <p>The Head of Legal and Democratic Services has been consulted previously on equal opportunities and human rights aspects and advised:</p> <p>“In our Conditions of Contract we require any contractor to follow best professional practice in relation to equal opportunities and to comply with:-</p> <p>(a) All relevant legislation as well as statutory and other official guidance and codes of practice, and</p> <p>(b) The Council's equal opportunities employment policy and equality policy</p> <p>It is not possible in the short-listing selection to take account of equal opportunities and human rights policies since the EU regulations are strict in limiting short-listing criteria to that of financial standing and technical ability.”</p> <p>HSBC have provided relevant information and leaflets on their equal opportunities and human rights policies and appear in the FTSE4Good Index which is an index for socially responsible investment designed by FTSE one of the world's leading global index providers.</p>			

OTHER OPTIONS CONSIDERED		REASONS FOR REJECTION	
1. One year extension		Reduced financial advantage	
2. Full tender process		See reason for decision	
CONSULTEES			
Name Signature (<i>Lead Officer/ PH/Ward M</i>)	Position	Date of Consultation	Outcome of consultation (<i>may cross reference to supplementary sheets/background papers</i>)
1 I W Duffield	Head of Finance	02 October 2003	Supported
2 D A Parrett	Financial Services Manager	02 October 2003	Recommended
LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT 1985)			
Bibliography	Custodian	File Location	
1 Prepared and supporting documentation	D A Parrett	District Council Offices Civic Centre St Peters Street St Albans AL1 3JE	
2. FTSE4Good Index	D A Parrett		
3. Formal advice Senior Assistant Solicitor	D A Parrett		