

**West Dunbartonshire Council**  
**Report by the Executive Director of Corporate Services**  
**Tendering Committee – 19 January 2011**

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**Subject: Provision of Banking Services: Renewal of Banking Contract**

**1. Purpose**

- 1.1 The purpose of this report is to advise Members of the recent tendering process undertaken in respect of the new bank contract, which commences on 1 April 2011.

**2. Background**

- 2.1 The current banking contract with the Clydesdale Bank plc commenced on 1 April 2005. The contract was for three years with an extension re-negotiated for a further 2 years thereafter.
- 2.2 On 30 September 2009 approval was granted by the Corporate and Efficient Governance Committee to extend the contract for a further period of 1 year from 1 April 2010 to 31 March 2011.
- 2.3 On 20 October 2010 approval was granted by the Tendering Committee to commence the tendering process for the provision of banking services for the period 1 April 2011 to 31 March 2014, with an option to extend for a further two years to 31 March 2016.
- 2.4 The banking contract currently costs the Council approximately £28,000 per annum.

**3. Main Issues**

- 3.1 Officers of the Council drew up an Invitation to Tender document.
- 3.2 Seven banks registered an interest and received a copy of the tender document. Two tenders were submitted. These were from the Royal Bank of Scotland and the Clydesdale Bank.
- 3.3 Officers of the Council then evaluated each tender on both financial and non-financial issues. The financial and non-financial factors were weighted equally on a 50.50 basis. The Summary of Tender Scores is shown at appendix 1.

**4. People Implications**

- 4.1 There are no additional staffing requirements as a result of the provision of banking services.

## **5. Financial Implications**

- 5.1** The selection of the most suitable provider of banking services may result in increased efficiencies in relation to day to day banking.
- 5.2** The evaluation of the tender in terms of financial cost to the Council showed that the Clydesdale Bank has provided the most competitive quote by a substantial margin. The costs over the 3 years are estimated at £77,570 for Clydesdale compared with £98,988 for the Royal Bank of Scotland.

## **6 Risk Analysis**

- 6.1** There is a risk that, if the provision of banking services contract is not awarded, the Council will be unable to fulfil its financial obligations to various stakeholders.

## **7. Equalities Impact Assessment**

- 7.1** No significant issues were identified.

## **8. Conclusions and Recommendations**

- 8.1** Members are asked to note the tendering process for the new bank contract and approve acceptance of the tender submitted by Clydesdale Bank plc.

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**Joyce White**  
**Executive Director of Corporate Services**  
**Date: 12 January 2011**

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**Appendix:** Summary of Tender Scores

**Background Papers:** Report by the Executive Director of Corporate Services to the Tendering Committee on 20 October 2010

**Wards Affected:** None