

WELWYN HATFIELD BOROUGH COUNCIL  
CABINET – 7 NOVEMBER 2017  
REPORT OF THE EXECUTIVE DIRECTOR (RESOURCES, ENVIRONMENT AND  
CULTURAL SERVICES)

CASH COLLECTION SERVICES

**1 Executive Summary**

- 1.1 The Council has a requirement for the secure collection of cash from various locations such as Campus West, Campus East and Car Park Machines.
- 1.2 Due to the imminent expiry of the current contract a new tender process has taken place.

**2 Recommendation(s)**

- 2.1 That a three year contract with an optional one year extension is awarded to BDI Securities (UK) Limited.

**3 Explanation**

- 3.1 There is requirement for secure cash collections from a number of council sites and from car park machines.
- 3.2 A specialist security company is required to collect, transport and arrange for the takings to be banked.
- 3.3 The procurement was undertaken using a specialist local authority framework to ensure that any bidder has the correct level of technical competence to provide the service.
- 3.4 Only one bid was received (from BDI Securities (UK) Limited). This bid met all the qualitative criteria.

**Implications**

**4 Legal Implication(s)**

- 4.1 Please see procurement implications

**5 Financial Implication(s)**

- 5.1 The current Existing annual charge is: £46,300.00
- 5.2 The new proposed annual charge is £22,800.00
- 5.3 The annual saving is therefore £23,500.00 per annum

## **6 Risk Management Implications**

6.1 As with any procurement of this nature there is the risk of legal challenge from unsuccessful bidders

6.2 The proposed Contractor is highly experienced in cash in Transit Services and holds the following accreditations / standards:

- BSIA Member, approved carrier
- BS EN ISO 9001:2000 accreditation
- An SIA approved contractor for the provision of cash in transit services
- Real time vehicle tracking & monitoring

## **7 Security and Terrorism Implication(s)**

7.1 None directly from this report

## **8 Procurement Implication(s)**

8.1 The procurement has been undertaken in accordance with the Public Contracts Regulations 2015 and the EU Procurement Directives

## **9 Climate Change Implication(s)**

9.1 None directly associated with this report

## **10 Link to Corporate Priorities**

10.1 The subject of this report is linked to the Council's Corporate Priority to Engage with our communities and provide value for money

## **11 Equality and Diversity**

11.1 An Equality Impact Assessment (EIA) has not been carried out in connection with the proposals as there is no change in service delivery

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