

POLICY, FINANCE AND ADMINISTRATION COMMITTEE

29 September 2010

REPORT OF ASSISTANT CHIEF EXECUTIVE (AT)

Waiving of Financial Procedure rules -ALLPAY Contract

1.0 PURPOSE OF REPORT

- 1.1 The contract for Allpay is expires in September 2010.
- 1.2 The purpose of this report is to request that contract procedure are waived in order for the contract to be extended for a six month period in order to pursue an alternative arrangement available through the Welland Procurement Unit which is not available immediately.

2.0 RECOMMENDATIONS

- 2.1 That the financial procedure rules be waived on this occasion to allow the Allpay Contract to be renewed for a six month period.
That the Northern Housing Consortium framework be pursued as an alternative option to All pay. (If the Northern Housing Consortium contract is cheaper but offers a lower level of service and options to customers then it will be referred back to Members for a decision.)

3.0 KEY ISSUES

- 3.1 Allpay was introduced following the closure of the cashiers section during the service redesign in October 2007. At that time, very little competition existed and the Contract Procedure Rules were waived by PFA on the 18 April 2007.
- 3.2 Currently 1,218 Council Tax payers pay by Allpay, making up only 7% of the transactions, as other payment methods such as direct debit and debit cards are proving to be much more popular. For rents, 450 tenants pay by Allpay, making up 25% of the transactions.
- 3.3 The current total annual spend for 2009/10 was £22,120.70 (transactions on cards) which is broken down into the following:
 - £13,494.32 – Housing (Rents)
 - £458.62 – Sundry debtors
 - £8,169.76 – Council Tax
- 3.4 There is an alternative option to renewing the contract long term with All pay. This has been identified through the Welland Procurement Unit who have advised that Northern Housing Consortium are in the process of tendering for a new framework which will be available from mid November.
- 3.5 The Welland Procurement Unit has advised this may be a better deal than we have currently. Customer choice and need will also be an important factor to take into account.

4.0 POLICY AND CORPORATE IMPLICATIONS

- 4.1 Those who pay by Allpay (cash) make up a very small percentage of the total transactions for payment of Council Tax and Rents. However they may be the people who have no other method of payment.

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

5.1 The Welland Procurement Unit has advised that the NHC framework may result in better value payment.

5.2 No HR implications

6.0 **LEGAL IMPLICATIONS/POWERS**

6.1 No direct legal implications

7.0 **COMMUNITY SAFETY**

7.1 No direct community safety implications

8.0 **EQUALITIES**

8.1 An EIA will be completed for any new contract option.

9.0 **RISKS**

Any delays in posting payments would also affect recovery procedures and cause citizens to fall in to recovery proceeding where they should not have done so

10.0 **CLIMATE CHANGE**

10.1 No direct implications.

11.0 **CONSULTATION**

11.1 Welland Procurement Unit

12.0 **WARDS AFFECTED**

12.1 ALL

Contact Officer Angela Tebbutt
Date: 14 Sept 10

Appendices :

Background Papers: PFA reports 18.4.07

Reference :