

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

*PART 1 – PUBLIC DOCUMENT

SERVICE DIRECTORATE: REGULATORY

1. DECISION TAKEN

- 1.1 To enter into a contract with Locata (Housing Services) Limited for the continued provision of the Council's housing software system.

2. DECISION TAKER

- 2.1 Ian Fullstone, Service Director – Regulatory

3. DATE DECISION TAKEN:

- 3.1 28 July 2021

4. REASON FOR DECISION

- 4.1 Locata (Housing Services) Limited (LHS) has provided the Council's housing software system since 2008. A new contract for the continued provision of the software is required in order to maintain seamless delivery of the Council's housing and homelessness services.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 No other options have been considered as the LHS software is felt to be fit for purpose by the Council and its partners that also use it.

6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)

- 6.1 The Executive Member for Housing and Environmental Health, Cllr Gary Grindal, and the Deputy Executive Member, Sean Prendergast have both been consulted and are supportive of this decision.

7. FORWARD PLAN

- 7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1 LHS are a 'not for profit' company, that is owned by local authorities and registered providers. LHS is currently working with 132 local authorities and has provided the Council's housing software system since 2008.

- 8.2 The LHS software enables efficient and effective delivery of the Council's housing services, including:

- The housing register and allocations system
- Choice Based Lettings
- The homelessness workflow management system

- Detailed case level functionality
- Comprehensive reporting capability

8.3 The contract between LHS and the Council has been awarded as a call-off contract from the G-Cloud 12 Framework Agreement, which is managed by the Crown Commercial Service. The G-Cloud Framework enables public sector organisations to purchase cloud software and services from suppliers listed on the Framework.

9. LEGAL IMPLICATIONS

9.1 The contract runs from 1 May 2021 to 30 April 2023; the G-Cloud Framework allows for a call-off with an initial maximum duration of 24 months. Two extension options of up to 12 months each are permissible and must be specified in the initial contract terms. Legal Services have been involved at all stages of this process as appropriate

9.2 The previous contract between LHS and the Council expired in October 2020. Between October 2020 and the present, the Council has been operating under the old contract with LHS following a mutual agreement by both parties. The decision to enter into a new contract with LHS has been delayed due ongoing work-load pressures caused by the pandemic and also some staffing changes. This contributed to the requirement for a further evaluation using the latest G-Cloud 12 framework, before the contract was redrafted and agreed with LHS.

10. FINANCIAL IMPLICATIONS

10.1 The total value of the contract with LHS is around £27k pa, however the Council has agreed cost sharing arrangements with settle who contribute just under 50% of the annual costs by way of recharge. The net cost to Council of around £16k pa is included in the current budget.

10.2 There are no specific capital implications.

11. RISK IMPLICATIONS

11.1 A new contract for a housing software system is required in order to ensure the uninterrupted provision of the Council's housing and homelessness services. LHS has been contracted to provide the Council's housing software system since 2008 and the risks associated with the new contract are considered to be very low.

12. EQUALITIES IMPLICATIONS

12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2 There are no equalities implications associated with this decision.

13. SOCIAL VALUE IMPLICATIONS

13.1 The Social Value impact of the contract has been considered and it will potentially contribute to the social and economic wellbeing of a section of the community through the efficient provision of affordable housing for those in need.

13.2 The contract value is above the Go Local policy scope.

14. ENVIRONMENTAL IMPLICATIONS

14.1. There are no known Environmental impacts or requirements that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

15.1 There are no human resource implications.

16. BACKGROUND PAPERS

16.1 None.

17. APPENDICES

17.1 None.

NOTIFICATION DATE: 28 July 2021

Signature of Executive Member Consulted.....Cllr Gary Grindal and the Deputy Cllr Sean Prendergast both provided support via email on 27 July 2021 and 24 July 2021 respectively

Date

Signature of Decision Taker



Service Director - Regulatory

Please Note: that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.

Call-in does not apply to NON-EXECUTIVE DECISIONS