

## Key Decision Details

**Decision Name** REQUEST FOR DELEGATED AUTHORITY TO PROCURE A NEW SOFTWARE SYSTEM FOR THE HOME-LINK SCHEME AND HOUSING ADVICE AND OPTIONS SERVICE

**Date of Decision** 19 March 2015

**Decision maker** Cabinet

**Describe the Decision taken** The Head of Customer Services, after consultation with the Executive Councillor for Customer Services, be authorised to accept the successful tender and sign the contract with the software provider.

If a new supplier is the successful bidder additional capital implementation costs in the region of £30,000 are likely to be incurred in which case options will be explored to fund this necessary expenditure.

**What were the reasons for taking the Decision?** The current contract for the IT system used by the Housing Needs team is due to end and there needs to be a new contract in place. This will be achieved by the re-tendering exercise being carried out by the sub regional Home-Link scheme of which the Council is a partner.

**What alternative options were considered and rejected?** If the Council wished to consider procuring a new IT system by itself it would require the Councils withdrawal from the Home-Link partnership, which would involve establishing a new housing register and allocations scheme and therefore incurring additional costs. The Council would also have to tender for an IT system by itself which would not deliver any additional savings that are likely to be realised through the current joint tendering process.

**Conflict of interest and dispensation** None

**Is the decision a Key Decision?** Yes

**Was the decision** No

**included in the Forward  
Plan**

**Was the decision  
subject to the urgency  
proceedings?** No

**List the background  
papers to any report  
considered by the  
Decision Taker** None

**Person Making this  
report** Mrs Helen Taylor

**Date upon which the  
Decision will come into  
force, subject to no  
call-in** 27 March 2015

**Accompanying  
Documents** Software System for Home-Link  
Scheme