

**Written statement of a non-key decision**  
**Cabinet member finance, housing and corporate services**

<b>Title</b>	<b>Reprocurement of Housing IT services</b>
Decision maker	<p>Cabinet member finance, housing and corporate services</p> <p>Information about cabinet, including the names and contact details of the cabinet members, can be found here:</p> <p><a href="http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251">http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251</a></p>
Date of decision	19 January 2018
Report exemption class	Open
Purpose	<p>To seek approval for the procurement of an IT system to support the management of the housing register and the new arrangements for the allocation of social housing in Herefordshire.</p> <p>Since 2002/03, Herefordshire Council has been the lead partner in a choice based lettings partnership, Home Point, which has managed the housing register and the allocation of social housing in the county. Nine of the registered providers in the county are members of the scheme, including all the major housing stockholders.</p> <p>The existing Abritas IT system, which supports Home Point, was implemented over 15 years ago. Although there have been a series of upgrades there has not been a comprehensive re-procurement in that time. The system lacks features and functionality found in more modern software solutions.</p> <p>A new allocation policy was approved by Cabinet in March 2016, but it has not been possible to implement this policy due to the registered providers' decision to stop participating in the Home Point partnership.</p> <p>In August 2016 the registered providers approached the council expressing a determination to move away from the integrated choice based lettings scheme and to allocate their housing stock using alternative arrangements and software providers. The current IT system will not adequately support the processes by which properties will be let in future.</p> <p>Consequently, it is necessary to procure software which will support the housing allocation policy, currently under revision, and the new, more dispersed and diverse, process for letting property. The procurement will require the IT solution to provide a</p>

	<p>personalised advice component, a housing register configured to a revised housing allocation policy, robust data transfer interfaces and an effective nomination system to support the revised allocations process.</p> <p>The procured service would potentially offer some modest savings but the set up requires an initial capital outlay.</p>
<b>Decision</b>	<p><b>That:</b></p> <p><b>(a) A specialist IT system to support new housing allocations arrangements is procured by way of an open tender process, subject to award of a contract for up to 5 years from April 2018 up to a maximum value of £200k</b></p> <p><b>(b) Decision regarding the award of contract and implementation of the new IT are delegated to the Director for adults and wellbeing.</b></p>
Reason for the decision	<p>As set out in the report. Documents relating to this decision are available at</p> <p><a href="http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50022999">http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50022999</a></p>
Options considered	<ol style="list-style-type: none"> <li>1. Continue to use the current Abritas software and manage the nominations process manually. This option is not recommended because it would be very time-consuming, with implications for staffing levels, and would continue the use of an ageing software system which is not providing effective support to applicants and staff. This option is likely also to carry risk of reputational harm for the council.</li> <li>2. Seek to fulfil the council's statutory duties by utilising a system provided and managed by a housing provider. This option is not recommended as the systems currently deployed by providers are unlikely to support the different functions the council requires. In addition, the council would find it difficult to quality assure arrangements without a contractual relationship with an IT supplier and might also face challenge under procurement regulations.</li> </ol>
Declarations of interest (see below)	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	25 January 2018

Date 19 January 2018

Councillor: .....

Cabinet member finance, housing and corporate  
services (Councillor NE Shaw)

- a record of any conflict of interest declared by any executive member who is consulted by the member which relates to the decision;

and

- in respect of any declared conflict of interest, a note of dispensation granted by the relevant local authority's head of paid service.