

Record of operational decision

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| Decision title: | Approve the expenditure of £90,000.00 for implementation of a new software system to support housing solutions and choice based letting. |
| Date of decision: | 14/06/2024 |
| Decision maker: | Hilary Hall , Corporate Director Community Wellbeing |
| Authority for delegated decision: | <p>To seek approval for the procurement of an IT system to support the management of housing solutions, choice based letting arrangements, registrations and homelessness in Herefordshire; aligning with our legal statutory duties.</p> <p>Decision:</p> <ul style="list-style-type: none"> • Total expenditure of up to £285,000.00 from Community Wellbeing revenue budget is approved for the procurement and implementation of a new software system to support housing solutions and choice based letting; • All operational decisions required to implement are delegated to the Corporate Director Community Wellbeing in consultation with the Cabinet Member Adults, Health and Wellbeing. |
| Ward: | All wards |
| Consultation: | No external consultation |
| Decision made: | Following a procurement exercise, to award a contract to Home Connections Lettings Limited for £90,000.00 for the provision and implementation of a new Housing Solutions and Choice Based Letting software for a period of 3 years + 1 year extension. inclusive of annual costs |
| Reasons for decision: | The Housing Solutions Team, within the Community Wellbeing directorate require a new software provider to support with the service delivery of housing solutions and choice based letting. With the current contract coming to an end in November 2024, procurement of a new software package will allow the council to implement a new system with the aims of improving efficiency, improving data accuracy and enabling us to perform our statutory obligations, contributing to a better provision for our end users and community. |
| Equality Considerations | <p>Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows: A public authority must, in the exercise of its functions, have due regard to the need to –</p> <ol style="list-style-type: none"> a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. <p>The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.</p> |

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| Highlight any associated risks/finance/legal/equality considerations: | The council has a range of compliances, regulations and standards we must adhere to, including the statutory duties within Strategic Housing. The new software system will be a primary source to record, store, and report on these duties but also support and capture further information that would assist future housing needs and developments. Failure to meet these Government requirements could result in Herefordshire Council being put into special measures. |
| Details of any alternative options considered and rejected: | Continue with current software system: The contract with the current provider has been extended beyond 50% of the original contract value. There is therefore no option to extend the current contract beyond November 2024. |
| Details of any declarations of interest made: | N/A |