



# EXECUTIVE MEMBER DECISION

<b>REPORT OF:</b>	Executive Member for Digital and Customer Services, Executive Member for Growth and Development
<b>LEAD OFFICERS:</b>	Director CE, Strategic Director of Growth & Development
<b>DATE:</b>	Friday, 18 October 2024

<b>PORTFOLIO/S AFFECTED:</b>	Departments
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<b>WARD/S AFFECTED:</b>	(All Wards);
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<b>SUBJECT: Award of contract for replacement planning, land charges and building control software system</b>
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## 1. EXECUTIVE SUMMARY

To seek approval from the Executive Members to award to the successful bidder the contract for the provision of a new software solution to manage the provision of planning, land charges and building control.

## 2. RECOMMENDATIONS

That the Executive Member:

Approves the award of the contract to Idox Software Ltd for a 5 year period with the option to extend for up to a further 5 years, at 1 year periods.

## 3. BACKGROUND

The current software solution used for planning has been used in the Council for many years with building control going live on the same system in early 2021. The solution is currently provided on premise from the Council's own data centre but over recent years this has been increasingly difficult to support. The current system runs on an Oracle Solaris database, whilst previously this could be supported in the Council, skills in this area have been increasingly difficult to find meaning the IT department has had to have support in this area bought in which is currently costing £66k per annum and also requires separate hardware to be purchased and licenced. Over the last year other software that used this platform has been replaced or migrated to a different platform meaning that planning, building control and land charges is the only software now using this. Due to the risks and costs of keeping the current system as it is, a replacement system needed to be purchased and implemented.

Over recent years suppliers are no longer investing in on premise systems meaning that to have the most up to date system which is fully supported by the supplier then a shift to a cloud based system was required. A report was therefore approved by the Executive Board in July 2024 to commence procurement for a new software system for planning, land charges and building control.

The procurement was undertaken in accordance with the strategy that was approved by the Executive Board in July with a tender being launched through the Crown Commercial Services

Vertical Application Solutions framework. A total of 29 suppliers were invited to bid for the solution with 3 tender responses being received. A breakdown of the tender scoring is below;

Area	Idox Software Ltd	Supplier B	Supplier C
Business Quality Requirements (35%)	32.02	29.15	28.8
Non Functional Quality Requirements (20%)	16.38	15.14	15.29
Price (30%)	30	15.93	13.89
Social Value (15%)	5.4	0.6	0
Total	83.8	60.82	57.98

It is therefore the department's recommendation that the contract be awarded to Idox as they were the highest scoring tender but also scored highest in all elements of the tender.

The tender response provided comprehensive responses to the questions being asked and provided strong live examples of the system in use. The provider also showed the cultural flexibility to adapt to specific requirements for our Council and demonstrated capabilities that will add value to the current way of working with the system enhancing the team's efficiency.

#### 4. KEY ISSUES & RISKS

The current contract for planning, land charges & building control ends on the 31st of August 2025, therefore an extension of this contract will be required due to the potential implementation time. There is a risk that the supplier may not agree to a cost-effective solution. The digital team is therefore working to mitigate this risk.

The current System Support Officer holds significant knowledge of the current system that will be required for system migration but is unavailable for a large period of the project, therefore alternative appropriate cover has been secured within the digital team.

There will be a large requirement for data migration to any new system which will be a significant undertaking as it involves multiple functions.

The services supported are high performing, income generating, and key to delivering the Council's growth ambitions.

Should the migration to a new system not proceed there would be a requirement to purchase and upgrade all existing Oracle devices and licencing. This would introduce a significant cost however, to not do so would result in an operational security risk.

#### 5. POLICY IMPLICATIONS

The services covered by this software provide important services across the Council that contribute to the delivery of the Council Priorities.

#### 6. FINANCIAL IMPLICATIONS

##### Revenue

The annual revenue costs from the provider came in cheaper than that of the current system even though the new system will be hosted by the provider, with costs coming in £9k under the departments current budget.

##### Capital

The capital implementation costs for the provider came in £12k more than the £90k estimate previously provided to Executive Board, this will be funded through the £50k contingency agreed for the scheme.

## 7. LEGAL IMPLICATIONS

The procurement process complies with the regulations of the Council's Contract and Procurement rules and the Public Contract Regulations 2015.

The procured software will assist the Council in relation to a number of duties, heavily statutory but also non-statutory in connection with (but not limited to):

1. The Building Act (1984, latest version 2010) which defines statutory obligation for building works in England and Wales.
2. Building Safety Act 2022.
3. Multiple acts including the Planning Act 2008 and Town and Country Act 1990 (which covers the obligation of work carried out by the planning team)
4. Land Charges Act 1972 is an Act that updates the system for registering charges on unregistered land in England and Wales).
5. The Infrastructure Act 2015 provides for the transfer of responsibility for local land charges in England and Wales from Local Authorities to Land Registry.
6. Local Land Charges Rules 2017 regulate how originating authorities will supply data to the Land Registry for inclusion in the new digitised central Local Land Charges Register.

## 8. RESOURCE IMPLICATIONS

There will be a requirement under the project for additional system administration resources due to the amount of work. Other roles, including IT resources are also likely to be required, due to committed resource on other projects. It is recognised that the establishment of a Temporary Planning Support Assistant post is required. This post has been identified for the project as resource to allow team members to contribute towards the project's successful implementation.

The project will involve a long implementation period (18 months to 2 years) with particularly heavy periods, should resource not become available then this would lengthen any implementation time.

## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

Consultations have occurred with all affected service areas within the Council.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	<b>Peter Hughes</b>
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<b>DATE:</b>	08/10/2024
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<b>BACKGROUND PAPER:</b>	Executive Board Decision – 11 <sup>th</sup> July 2024 – Replacement planning, land charges and building control software system.
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