



EXECUTIVE MEMBER DECISION NOTICE

LOCAL GOVERNMENT ACT 2000 SECTION 9E

1 **EXECUTIVE MEMBER**

COUNCILLOR FIONA THOMSON

2 **TITLE OF REPORT**

PROCUREMENT OF A REPLACEMENT PROPERTY ASSET MANAGEMENT SYSTEM.

3 **DECISION TAKEN**

TO UNDERTAKE SELECTION AND PROCUREMENT OF A NEW HOUSING PROPERTY ASSET MANAGEMENT SYSTEM THROUGH THE CROWN COMMERCIAL DIGITAL SERVICES (G-CLOUD) FRAMEWORK.

4 **IF URGENT, REASONS FOR URGENCY**

N/A

5 **DETAILS OF EXECUTIVE MEMBER**

Name Councillor Fiona Thomson

Signature _____

Date this decision was taken ___ 2 July 2021 _____

Date of circulation/publication of this decision _____ 7 July 2021 _____

Supported by Chairman of the General Procurement Board

Name Councillor Duncan Bell

Signature _____

6 EXPLANATION/BACKGROUND:

The current housing property management asset system and data management no longer meets the full requirements of the service in managing property asset data effectively and efficiently. The investment is required to ensure the council is meeting all management requirements and that it is using insight to invest intelligently in its assets. The data is currently segmented across different sources including systems and contractors.

A replacement asset solution will ensure full transparency of data, information and compliance assurance in real time. This will significantly reduce the administration of manual processes and provide real-time reporting.

A replacement system will also meet the requirements of the Digital Strategy in providing mobile accessible services for officers, data being managed in the cloud allowing for easier access for multiple contractors needing to action work programmes and upload financial information for completed works.

Using the government's Crown Commercial Services Digital Services (G-Cloud Framework) the council can seek to procure software quickly and efficiently. This framework is specifically targeted at the public sector where suppliers have already had to meet minimum standards, there is transparent pricing and the terms are more flexible. Due to the minimum standards already applied, and ability to speak to reference sites, this is considered a routine matter.

Initial work has been undertaken and it expected that the value of implementation will be under £100k, with annual costs being under £100k.

As the value of the contract is less than £1 million and considered a routine matter, it does not need to be considered by the General Procurement Board

6.1 Legal Implications:

The purchase will be undertaken in accordance with the council's Contract Procedure Rules and the Public Contracts Regulations 2015.

6.2 Financial Implications:

The initial work that has been undertaken to understand software available on the cloud indicates that the value of implementation will be under £100k, with annual costs being under £100k. These costs will be refined through the selection process. The system will be fully financed through the Housing Revenue Account.

6.3 Risk Implications:

Some of the teams' current processes are manual and there is a risk around data management if the service does not procure an alternative system.

6.4 Other Implications (including communications, security and terrorism, human resources, procurement, climate change, human rights, health and wellbeing, equality and diversity)

No direct implications from this decision

6.5 Alternative options considered and reasons for their rejection (if any):

The Council could undertake a procurement on the open market. The benefits of framework are set out in the report and is a quick and efficient method for the council to procure cloud-based software. An open procurement would take significantly longer.

The council could continue with the current software. This software does not meet the current needs of the service and is not a mobile solution.

BACKGROUND PAPERS USED TO INFORM THE DECISION

6.6 Not applicable

7 **DETAILS OF ANY MEMBERS OR OFFICERS WHO HAVE DECLARED AN INTEREST IN THIS MATTER AND NATURE OF ANY SUCH INTEREST AND ANY DISPENSATIONS GRANTED**

7.1 None

8 **ADDITIONAL CONFIDENTIAL OR EXEMPT INFORMATION CONSIDERED**

8.1 No

Contact Officers: Andrew Harper, Procurement Manager
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Richard Baker, Head of Resources
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From: [Fiona Thomson](#)
To: [Richard Baker](#)
Cc: [Alison Marston](#)
Subject: Re: Upcoming Executive Member Decision Notice - Procurement of Asset Management System
Date: 02 July 2021 09:37:55
Attachments: [EMDN Procurement of Asset Management System.docx](#)

Hi Richard,

I confirm approval of the Procurement of a replacement Asset Management System, exercising powers delegated to me under Paragraph 18 of the Cabinet Procedure Rules within the Constitution.

Kind regards
Fiona

Cllr F Thomson, Handside Ward
Executive Member Housing and Climate Change
Welwyn Hatfield Borough Council
Chair of Welwyn Hatfield Dementia Action Alliance (WHDAA)
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