

**ROTHERHAM BOROUGH COUNCIL – REPORT TO CABINET MEMBER FOR
SAFE AND ATTRACTIVE NEIGHBOURHOODS**

1.	Meeting:	Cabinet Member for Safe and Attractive Neighbourhoods
2.	Date:	16 June 2014
3.	Title:	Lalpac Annual Support and Maintenance 2014-15
4.	Directorate:	Neighbourhood and Adult Services

5. Summary

The purpose of this report is to seek Cabinet Member approval to invoke Standing Order 38, which permits exemption from normal contract standing orders. This is to allow Idox Software Ltd to provide the annual support and maintenance for the Lalpac Licensing Software System.

6. Recommendations

It is recommended that:

The contract for annual support and maintenance of Lalpac by Idox Software Ltd be exempt from the provisions of standing order 47.6.2 (the requirement to invite at least two oral or written quotations for contracts with a value in excess of £5000 but less than £20,000).

7. Proposals and Details

The Lalpac Licensing System holds all the information and records in relation to all the licensing functions carried out by the Licensing Team. It also produces the relevant licences and associated documentation and badges / plates issued to licence holders.

The Local Authority holds a perpetual licence and renews the annual support and maintenance of that licence on an annual basis.

The value of this contract is £7444.46, therefore standing order 47.6.2 requires the Authority to invite at least 2 oral or written quotations for the contract. Consequently a request is made for exemption from Standing Orders as Idox is the only supplier of the product and able to provide annual support and maintenance for LALPAC.

The contractor concerned is the only supplier able to provide quotes, due to the fact that only the system supplier can provide annual support and maintenance for their system.

8. Finance

The cost of the annual support for 2014-15 is £7444.46.

9. Risks and Uncertainties

Failure to renew the annual support and maintenance will result in the licensing system running with no support from the supplier and we will be unable to apply any upgrades or fixes to this business critical system. This will have financial and performance management implications leading to financial and reputational risk

10. Policy and Performance Agenda Implications

Policy and performance issues are discussed in section 9 of this report.

11. Background Papers and Consultation

Consultation has taken place with colleagues Internal Audit, Finance and Corporate ICT and all have confirmed agreement with the proposals.

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