

## ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

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| 1. | <b>Meeting:</b>     | <b>Deputy Leader</b>                                   |
| 2. | <b>Date:</b>        | <b>2<sup>nd</sup> December 2014</b>                    |
| 3. | <b>Title:</b>       | <b>Procurement of software licences from Northgate</b> |
| 4. | <b>Directorate:</b> | <b>Resources</b>                                       |

### 5. Summary

To enable the Council to implement the Housing Benefit SHBE Oct 2014 Changes, HMRC/RTI Oct 2014 & ATLAS/ETD Oct 2014 functionality from 1<sup>st</sup> December 2014, there is a need to use the Northgate software functionality enhancement.

Exemption from Standing Orders for procuring these new, software licence keys is sought as the provision of the HB software can only be supplied by Northgate.

### 6. Recommendations

**It is recommended that the contract for the purchase of a software licence key be exempt from the provisions of standing order 47.6.2 (requirement to invite at least two oral or written quotations for contracts with a value of £5k but less than £20k) and the purchase be made from Northgate.**

## **7. Proposals and Details**

The Council uses Northgate software to administer Housing Benefit. From December 2014, new legislation will introduce SHBE Oct 2014 Changes, RTI Oct 2014 & ATLAS/ETD Oct 2014 functionality as part of Housing Benefit processing.

DWP have confirmed that an amount has been negotiated between Northgate and DWP of £8,685 for these legislative changes. The licences will enable Housing Benefits to process SHBE Oct 2014 Changes, RTI Oct 2014 & ATLAS/ETD Oct 2014 and facilitate changes to the DWP files.

The software licence keys will cost £8,685. There will be no additional Support and Maintenance charges for this software.

Additional grant funding was paid to the Council on 31<sup>st</sup> October 2014 by Central Government to cover the cost of implementing this change. The funding will be used to meet this cost.

ICT and Procurement Services have confirmed that the provision of HB software can only be supplied by Northgate. No other supplier can provide this service. Legal and Financial Services have also been consulted and they have confirmed their agreement with the proposals.

## **8. Finance**

The costs outlined above are covered by funding from central government, as indicated.

## **9. Risks and Uncertainties**

The software is critical to the future administration of the Housing Benefit Scheme. Without it the authority will be unable to meet its legal requirements to calculate Housing Benefit, which would result in substantial subsidy losses for the authority.

## **10. Policy and Performance Agenda Implications**

The provision of Housing Benefit software will enable the Council to continue to administer Housing Benefit and meet its statutory duty for administering Housing Benefit reductions for claimants who are affected by it.

## **11. Background Papers and Consultation**

Consultation has taken place with colleagues Legal, Finance and Procurement Services and all have confirmed agreement with the proposals.

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