

TORBAY COUNCIL

Report No: **F/24/04**

Title: Local Land Charges Contract in excess of £25,000

To: Executive on 4th March 2004

1. Purpose

- 1.1. To seek approval from the Executive to proceed with a proposal which will involve the expenditure of a sum in excess of £25,000.

2. Relationship to Corporate Priorities

- 2.2 To raise awareness of organisational and strategic risks and use this to inform decision making and resource allocation.

3. Recommendation

- 3.1 The recommendation for the matter is set out in the appendix to this report.

4. Reason for Recommendation and associated Key Risks

- 4.1 The reason and risks are set out in the appendix to this report.

5. Alternative Options (if any)

- 5.1 Alternative options are set out in the appendix to this report.

6. Background

- 6.1 In accordance with paragraphs 2.10, 2.11 and 2.12 of Part 3 of Torbay Council's Constitution (responsibility for functions), the attached appendix contains details of proposals that require approval in relation to goods or services where the estimated or actual (whichever is the higher) total contract value exceeds £25,000 or (if a contract is linked to another contract) where the aggregate estimated or actual value exceeds that amount.

Richard Thorpe
Director of Finance

Contact: Bill Norman
Ext: 7140

Directorate: Assistant Managing Director's	Service/Division: Local Land Charges Section, Legal Services Division
Details of contract Purchase and installation of a new Local Land Charges IT system to connect to the National Land Information System ("NLIS") hub at "Level 3".	Reason for Expenditure: The NLIS hub went live at Level 3 in 2002 but Torbay is only connected at Level 2. This means the Council communicates with the hub via e-mail but the information received has to be keyed into the current system. Level 3 will mean that Torbay will be able to offer a fully electronic service – transmitting as well as receiving searches electronically. This will lead to a better (faster) service to users; savings in officer time; less use of paper (no printing of E-searches received or despatched) and lower transaction costs (more payments by BACS rather than cheque). It will contribute towards the Council meeting national E-Govt. targets.
Recommendation: That the purchase of Local Land Charges IT system and NLIS connector from Supplier 2 (as identified on the exempt annexe to this report) at a total cost of £38,500, including implementation and maintenance, be approved.	Reason for Recommendation: The system offered by Supplier 2, whilst not the very cheapest available, performed best in the comparative product demonstrations and has the shortest implementation time. The only cheaper system is not recommended due to a combination of lack of functionality and a poor NLIS link.
Suggested Value: £38,500	Is budget available? Yes – E-Government Fund
	Is this a Key Decision? No
Alternative options/Key Risks: To not upgrade the system – not recommended as would not improve service quality to the public and would have an adverse impact on the corporate ability to meet E-Govt. targets.	Legal implications: Local Land Charges is a mandatory service that the Council must provide. The Council will enter a contract with the software provider.
Name of Executive Member with responsibility for this matter: Councillor James	Is the Executive Member in agreement with the proposal? Yes
Contact: Name of responsible officer: Bill Norman, Assistant Managing Director Telephone no: 207140	