



Operational Officer Decision Record

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

1. Subject and details of the matter (to include reasons for the decision and detail of any previous cabinet decision)

Approval is sought to extend the current Revenues and Benefits application contract with NEC Software Solutions UK Limited (formerly Northgate) for a maximum of 48 months.

The whole life value of the extension is £232,884.

The Council and North Lincolnshire Council (NLC) operate a shared service arrangement for Local Taxation and Benefits, and a shared application is key to ensuring consistent and efficient service delivery.

NLC have already extended their current contract with NEC Software Solutions UK Limited to 2027.

The extension allows the Council to align with NLC and provides adequate time for both organisations to undertake a joint procurement exercise.

2. Decision being taken

That the Executive Director Place, Environment, Economy & Resources in consultation with the Portfolio Holder for [Finance, Resources and Assets] approves the extension of the Revenue and Benefits application contract with NEC Software Solution UK Limited for a period of 48 months.

3. Anticipated outcome(s)/benefits

The contract with NEC Software Solutions UK Limited for the Revenues and Benefits application is extended for a maximum of 48 months, and a procurement exercise is commenced for the replacement application. Separate approvals will be sought to undertake the procurement and award any subsequent contract.

4. Details of any alternative options considered and rejected by the officer when making the decision

To undertake a procurement exercise now, without NLC. This would pose a significant strain on the Revenues and Benefits Shared Service as it may result in each organisation using a different application. This introduces complexity to service process, training and integration challenges. It would also prevent wider financial and operational advantages of a using a shared and single application in the future. To not extend the contract to NEC Software Solution UK Limited. This would leave the Council without a supported Revenue and Benefits application which would negatively impact on service delivery.

5. Background documents considered (web link to be included or copies of documents for publishing)

None.

6. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No

7. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No conflicts of interest have been identified.

8. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision being taken is appropriate for an exercise of this nature. As detailed in the body of the report, a joint procurement will be undertaken for a replacement and separate approvals for future procurement and awards will be required.

9. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The cost of the contract extension will be met from within the existing Revenue and Benefits revenue budget.

10. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications

11. Risk Assessment (in accordance with the Report Writing Guide)

Without a Revenues and Benefits application, there is a risk the Council would not be able to meet its duties in providing a statutory service to the resident and businesses of North East Lincolnshire.

This extension allows time for a joint procurement to be undertaken and for a contract for a shared Revenues and Benefits processing application to be awarded.

12. If the decision links to a previous one taken by Cabinet, has the Cabinet Tracker been updated?

Not applicable

13. Decision Maker(s):

Name: Sharon Wroot

Title: Executive Director Place and Resources

Signed: REDACTED

Dated: 2nd February 2023

14. Consultation carried out with Portfolio Holder(s):

Name: Cllr Stephen Harness

Title: Portfolio Holder for Finance, Resources and Assets

Signed: REDACTED

Dated: 2nd February 2023