



Building works for Capita Council Tax

Capita Council Tax Building Works Module utilises mobile technology and an integrated building works system enabling the efficient and accurate monitoring of building works

Government plans to ease the UK's housing shortage will see the construction of two million new homes by 2016. Council tax teams will face the daunting task of monitoring the progress of these new builds and Building Works for Capita Council Tax works with these teams to streamline existing processes to minimise the overhead of monitoring these new builds.

The effective monitoring of new builds is essential to maximising revenue collection and minimising the efforts required to retrospectively collect revenue where the completion of a new home has not been recorded within the Council Tax system.

The Building Works module contains two key elements:

- Mobile functionality that enables a visiting officer to record the progress of new builds and building works (e.g. extensions) as part of their normal visiting programme
- Integrated new builds system within Capita Council Tax to record and manage records of new builds and building works.

Benefits

- More efficient visit schedules – building works inspections are automatically scheduled alongside other types of visits helping to ensure they are allocated to a relevant visiting officer and inspected on time
- More time available for completing inspections – visiting officers can synchronise inspection details direct to their mobile device from any location reducing the need for them to spend time visiting the office
- Less administration – mobile devices synchronise with the back office system updating the status of new builds, eliminating the need to print details of visits and re-key the visit findings into building works databases
- Less duplication – when new properties are complete they can be automatically created within the Council Tax system, eliminating the need to rekey data and saving users time
- Elimination of expensive paper processes – time and money is not spent printing visit inspection details, and scanning and indexing the results of completed visits into DIP Systems
- Quicker and simpler records administration – powerful administration features make it easy to search new builds or create multiple new builds in one go.

Key functionality

- Comprehensive recording of new build details including address, plot number, development, developer and owner information, building control details and a status history
- Auto-creation of new properties following the completion of a new build, eliminating the need to rekey data and saving users time.
- Easy to navigate Explorer style summary view allowing for straightforward viewing of new builds by parish, development and developer
- Mobile generation and recording of building work inspections by visiting officers, allowing for synchronisation with back office
- Ability to bulk create multiple new builds in one go, particularly useful when large new developments are to be built
- Support for building works (e.g. extensions) to existing properties, enabling their progress to be tracked within the Council Tax system.