



City of Richmond

Report to Committee

To: General Purposes Committee

Date: March 23, 2009

From: Jerry Chong
Director of Finance

File:

Re: Remote Access Agreement with BC Assessment

Staff Recommendation

That Council authorizes the Director of Finance to execute the Remote Access Agreement with BC Assessment.

Jerry Chong
Director of Finance

Att.

FOR ORIGINATING DEPARTMENT USE ONLY					
			CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES	NO	REVIEWED BY CAO	YES	NO
	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Staff Report

Origin

BC Assessment requires access to new building plans within the City's electronic document management system ("REDMS") in order to expedite new growth figures to accommodate the City's budgeting process. Staff requires Council authority to enter into a contractual agreement giving BC Assessment the ability to obtain new building plans directly from REDMS.

Analysis

The City of Richmond relies exclusively on BC Assessment to provide new growth assessments in order to project the following year's tax increase during the annual budgeting process. In past years, final figures for new growth can only be provided to the City after November 1st because of the manual processes involved for BC Assessment to obtain new buildings plans from the City.

Often, plans are manually redrawn into BC Assessment's system before their Assessors can begin valuing the new growth for Richmond. With recent upgrades to BC Assessment's computer hardware and software, they have requested to have direct access to the new building plans through the City's REDMS system. All plans can be linked to their files without further manual intervention. This will alleviate the need to redraw plans and will facilitate a more timely valuation of new growth figures that can be provided to the City.

Providing remote access to BC Assessment will benefit both parties by reducing the manual transactions required by all.

The City's IT Department is able to provide the BC Assessment office with remote access to REDMS for only building plans. All other City documents within REDMS remains secured and cannot be opened by BC Assessment.

BC Assessment hopes to use this agreement as a model for other Municipalities in the region for data sharing.

Financial Impact

There will be no financial impact to the City.

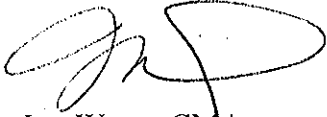
BC Assessment agrees to reimburse the City for any additional costs incurred in programming for the secured access. In addition, BC Assessment agrees to pay for any annual licensing and maintenance costs required for their continual access to REDMS.

March 23, 200

- 3 -

Conclusion

That Council authorizes the Director of Finance to execute the agreement with BC Assessment.

A handwritten signature in black ink, appearing to be 'Ivy Wong', written in a cursive style.

Ivy Wong, CMA
Manager, Revenue
(604-276-4046)

IW:iw