

Joint Report of Head of Intelligence and Policy/Head of Digital Change

Report to Chief Information Officer/Chief Officer Strategy and Policy

Date: 22 November 2017

Subject: Report to seek approval to waive contract procedure rule 9.1 and enter into a contract for an Enterprise Agreement for the Council's GIS estate.

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix A to this report has been marked as exempt under Access to Information Procedure Rules 10.4 (3) on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) which, if disclosed to the public, would, or would be likely to prejudice the commercial interests of that person or of the Council. The information is exempt if and for so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. In this case the report author considers that it is in the public interest to maintain the exemption.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Summary of main issues

1. The Council uses a number of components from the ESRI suite of products to support its Geographical Information System (GIS) Strategy.
2. These components support a number of key solutions across the Council, for example: the Electronic Service Delivery platform, the corporate website (www.leeds.gov.uk), Development Control, Environmental Action Services, Highways Maintenance and the Local Land and Property Gazetteer.
3. The licences to use these components were purchased on a perpetual basis, however, to ensure they are up-to-date with the relevant technical infrastructure and to provide staff with external support they are underpinned by a support and maintenance contract. This support is only available from ESRI UK Ltd.
4. The current support and maintenance contract expires 31st March 2018 with no options to extend.

5. In parallel to renewing our relationship with ESRI, we are reviewing the utilisation of GIS within the Council. The aim of the review is to maximise the value and the future potential of GIS (opportunities, qualities and efficiencies) and more effectively manage the resource, technological and skills requirements of serving those future needs.
6. Finally, we propose to use the renewal of our contractual relationship with ESRI, to put the funding for GIS on a more sustainable, single cross-council basis.

Recommendations

7. The Chief Information Officer/Chief Officer Strategy and Policy are recommended to approve the waiver of contract procedure rule 9.1 and enter into a contract with ESRI UK Ltd for the provision of an Enterprise Agreement for the Council's GIS estate.

1 Purpose of this report

- 1.1 This report is to seek approval to waive contract procedure rule 9.1 and enter into a contract with ESRI UK for the provision of the support and maintenance of GIS software.

2 Background information

- 2.1 The Council uses a number of components from the ESRI suite of products to support its Geographical Information System (GIS) Strategy.
- 2.2 These components support a number of key solutions across the Council, for example: the Electronic Service Delivery platform, the corporate website (www.leeds.gov.uk), Development Control, Environmental Action Services, Highways Maintenance and the Local Land and Property Gazetteer.
- 2.3 The licences to use these components were purchased on a perpetual basis, however, to ensure they are up-to-date with the relevant technical infrastructure and to provide staff with external support they are underpinned by a support and maintenance contract. This support is only available from ESRI UK Ltd.
- 2.4 The current support and maintenance contract expires 31st March 2018 with no options to extend.

3 Main issues

Reason for Contracts Procedure Rules Waiver

- 3.1 The ESRI products are proprietary and therefore support and maintenance can only be provided by ESRI UK Ltd.

Consequences if the proposed action is not approved

- 3.2 Should the contract not be awarded to ESRI UK Ltd, the Council would be without support and maintenance on its GIS systems.
- 3.3 Without support and maintenance there is a significant risk to the availability and reliability of key systems as technical support and updates would not be available.

Advertising

- 3.4 The contract will be awarded using the Negotiated Procedure without prior publication of a contract notice under the Public Contract Regulations and a Voluntary Ex-Ante Transparency Notice will be published

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Consultation has taken place with key DIS stakeholders, the DIS Strategic Sourcing team, the GIS Team Leader, Intelligence and Policy team, cross-council GIS users (via GIS Strategy Group).

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 There are no Equality and Diversity / Cohesion and Integration issues associated with this decision.

4.3 Council Policies and City Priorities

- 4.3.1 The *Best Council* will clearly understand the geographies of its place, its communities and its economies, and use that understanding to be more effective in its strategic planning, service delivery, monitoring activities and partnership working.
- 4.3.2 Effective use of GIS is key to this understanding, providing the intelligence that underpins the establishment and maintenance of such a wide-ranging base of knowledge. Effective use of GIS across the Council requires a cross-council approach, the recently refreshed GIS strategy looks to simplify, standardise and share a coherent approach to the future development of GIS within the council.
- 4.3.3 Web mapping enables the 'Where I Live' and 'Find My Bin Day' functionality on www.leeds.gov.uk. It is also central to the running of Contact 360 the Customer Contact Platform used in our Contact Centre and online to enable customers to report the location of graffiti, fly-tipping, potholes etc. online using a map.
- 4.3.4 The EU Inspire Directive 2007 requires local authorities to make available online spatial datasets that come under 34 separate environmental themes.
- 4.3.5 Site allocations is reliant on Arc GIS On Line tool. This was used to great effect in 2016 and is likely to be required again.

4.4 Resources and Value for Money

- 4.4.1 Cost breakdown is included at Appendix A – Leeds City Council ELA – Updated End of Term Options
- 4.4.2 Two options are provided, the first is based upon a straight-forward purchase of support and maintenance with separate purchase of the additional licences. The second is an Enterprise Agreement which combines the two and includes a 6k saving on the previous ELA.
- 4.4.3 No additional resources are required to implement this decision.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 The decision is a Significant Operational Decision and is not subject to call in.
- 4.5.2 The contract will be awarded under the Public Contract Regulations 2015 using the Negotiated Procedure without prior publication of a contract notices under Regulation 32 (2)(b)(ii).

4.6 Risk Management

- 4.6.1 A contract management plan will be put in place and the ongoing contract risk will be managed through the Contract management process.

5 Conclusions

- 5.1 There is a need to maintain support and maintenance on the GIS estate. This support is only available from ESRI UK Ltd.
- 5.2 The proposed Enterprise Agreement represents best value for the continued support and maintenance of the existing GIS estate.

5.3 The Enterprise Agreement also gives us three years to plan and implement the outcomes of the current GIS Strategy Consultancy.

6 Recommendations

6.1 The Chief Information Officer/ Chief Officer Strategy and Policy are recommended to approve the waiver of contract procedure rule 9.1 and enter into a contract with ESRI UK Ltd for the provision of an Enterprise Agreement for the Council's GIS estate.

7 Background documents

7.1 Confidential Appendix A – Leeds City Council ELA – Updated End of Term Options.