
Report to Council

Date: 03 June 2010

**Subject: Services Agreement For Geographic Information Services -
Extension**

Report by: IT Manager

1.0 Purpose

- 1.1. This paper seeks approval for the Council to extend its existing current Services Agreement for the provision of Geographic Information Services (GIS) by Forth Valley GIS Limited (FVGIS) for a period of 12 months, from 1 July 2010 to 30 June 2011.
- 1.2. This extension will allow the Council, in conjunction with Stirling and Falkirk Councils, to procure a new Services Agreement for the provision of Geographic Information Services to be effective from 1 July 2011.
- 1.3. As GIS provides the Council with the means to meet some of its statutory obligations, it is vital that we have ongoing provision and support of our GIS systems.
- 1.4. The Council expends £148k per annum through the existing Services Agreement with FVGIS, which has been operational since 1 July 2007.

2.0 Recommendations

- 2.1. It is recommended that Council: -
 - 2.1.1. Authorise the 12-month extension of the existing Services Agreement for the provision of Geographic Information Services by FVGIS, from 1 July 2010 to 30 June 2011.
 - 2.1.2. Note the procurement process required for the future provision of Geographic Information Services on behalf of the Council.

3.0 Considerations

- 3.1. FVGIS have been providing Geographic Information Services to the three partner Councils - Clackmannanshire, Falkirk and Stirling, since 1996.

- 3.2. From 1 July 2007, FVGIS Ltd. was established as an arms-length limited company, with the three local authorities being the founding, and to date exclusive, shareholders. The company provides services that promote the benefits of shared Geographic Information Services to a network of public sector customers and their partners across Scotland and the UK.
- 3.3. GIS is seen as central to delivering efficient Public Sector geographic information management. In 2009, the Scottish Government therefore negotiated and put in place the "One Scotland Mapping Agreement" to allow Councils and other public sector organisations to widen use of electronic Ordnance Survey maps and data. This is seen as a key stepping stone for data sharing using common platforms across the public sector. FVGIS Ltd provide services to the three Councils, using this agreement.
- 3.4. FVGIS Ltd provides applications to record, maintain and utilise data required to fulfil our statutory obligations such as Scottish Road Works Register, National Street Gazetteer, Local Flood Risk Management Plans under Flood Risk Management (Scotland) Act 2009, On-line Local Development Plan etc. Without GIS, it would be difficult if not impossible to meet these obligations.
- 3.5. GIS is also fundamental to the provision of many of the services provided by Services to Communities, such as Land Services & Burial Grounds, Waste Services, Road & Transportation, Environmental Health, Planning & Building Standards, Design & Property Asset Management and Housing Services. Legal Services are also significant users, recording all Council Land and Property deeds to precisely defined areas, using the GIS system. Similarly, many other services use GIS to provide consistent property and land referencing. Without GIS, services would require to use manual processes and paper documentation to manage and manipulate this data, with a resultant decrease in efficiency and Customer Service.
- 3.6. The shared GIS infrastructure also supports the regional information sharing hub for sharing anti-social behaviour information across the 3 regional Community Planning Partnerships in the Forth Valley area.
- 3.7. The GIS database connects to various IT systems providing the Council with a central and consistent repository for all geographic, land and property asset data. It should be seen therefore as a core Corporate system.
- 3.8. A Services Agreement for the provision of shared GIS services to the founding shareholders was established upon FVGIS Ltd formation. The core GIS services are those which provide the key economies of scale for the day to day running, administration and support of the GIS applications and infrastructure across the founding Councils and include:-
 - GIS Data Management.
 - GIS Systems and Database Administration.
 - GIS Training.
 - GIS Support and Helpdesk.
 - Corporate Address Gazetteer Services.

- Web GIS and Spatial Database Development.
 - Application Systems Development.
 - Strategic and Technical Consultancy.
- 3.9. The Council and its founding shareholder partners have received significant benefits through the shared provision of GIS services since July 2007. The shared approach achieves cost savings in the region of 25-30% per shareholder.
- 3.10. While "in-house" expertise and infrastructure could be developed, for a Council of our size, this is unlikely to provide Best Value. Due to the range of skills and infrastructure required to deliver and support GIS, it would not be cost effective to develop an in-house service that would meet our needs and minimise our risks. This was the rationale behind setting up FVGIS when the 3 Councils were created at the break up of Central Region in 1996. Indicative costs from other councils for their GIS services confirm that this still holds true today. Indeed there are currently several Council groupings looking at replicating the shared service model that we have in Forth Valley, as it is perceived to deliver Best Value.
- 3.11. A key testament to the shared GIS service is that the Scottish Government consultation on "A Shared Approach to Building a Better Scotland – a consultation paper on a national strategy for shared services" states that "Respondents gave over 100 individual examples of shared services and collaborative working although most were mentioned only once. Forth Valley GIS was the most frequently mentioned example of good practice."
- 3.12. The current GIS Services Agreement is for three years until 30 June 2010.
- 3.13. A succeeding Service Contract for GIS is to be jointly procured by the three Councils, using the Official Journal of European Union (OJEU) procurement procedures.
- 3.14. This procurement process commenced in March 2010 and is expected to take approximately 12 months to complete. It is expected that the succeeding services term contract for the future provision of GIS to Clackmannanshire Council would be awarded in March 2011, with a commencement date of 1 July 2011.
- 3.15. It is therefore necessary to extend the existing Services Agreement for a period of 12 months from 1 July 2010 until 30 June 2011, to ensure the Council continues to be provided with cost effective, value for money GIS services.
- 3.16. Stirling and Falkirk Councils have given approval to extend the shared Service Agreement for the same duration.
- 3.17. The value of GIS projected to be expended by the Council through the Services Agreement will not exceed £165k over the 12-month extension period. This includes a £15k additional unbudgeted charge over the current agreement that has been indicated by FVGIS Ltd to meet increased costs, the

current charges having been fixed for the past 3 years. This additional funding will be met from existing budgets in IT Services.

- 3.18. A review of the value achieved from the existing contract will be carried out over the next year.

4.0 Sustainability Implications

- 4.1. None.

5.0 Resource Implications

5.1. *Financial Details*

- 5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

- 5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

5.4. *Staffing*

- 5.5. There are no staffing implications for the Council as a result of this report.

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities 2008 - 2011** (Please tick)

- | | |
|--|-------------------------------------|
| The area has a positive image and attracts people and businesses | <input type="checkbox"/> |
| Our communities are more cohesive and inclusive | <input type="checkbox"/> |
| People are better skilled, trained and ready for learning and employment | <input type="checkbox"/> |
| Our communities are safer | <input type="checkbox"/> |
| Vulnerable people and families are supported | <input type="checkbox"/> |
| Substance misuse and its effects are reduced | <input type="checkbox"/> |
| Health is improving and health inequalities are reducing | <input type="checkbox"/> |
| The environment is protected and enhanced for all | <input type="checkbox"/> |
| The Council is effective, efficient and recognised for excellence | <input checked="" type="checkbox"/> |

- (2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

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Approved by

NAME	DESIGNATION	SIGNATURE
Angela Leitch	Chief Executive	Signed: A Leitch

