

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Housing, Environmental and Economic Development Tendering Committee: 6 August 2008

Subject: Request to initiate an open tender for Community Planning Partnership's West Dunbartonshire Employability Programme – Management Information System (MIS)

1. Purpose

- 1.1** This report seeks Committee approval to initiate an open tender for the supply and delivery of a Management Information System (MIS), for use by the Council and the Community Planning Partnership, required for the West Dunbartonshire Employability Programme (WDEP).

2. Background

- 2.1** West Dunbartonshire Council as lead partner of the Community Planning Partnership has submitted a European Structural Funds application to ESEP Ltd, the administrative body for the WDEP.
- 2.2** The WDEP invests in a programme of new and proven employability interventions for the workless residents of the most disadvantaged areas of West Dunbartonshire and has been approved in principle by ESEP.
- 2.3** The national Workforce Plus framework tasked local areas with addressing a number of points including 'joined up planning & delivery of services', with a specific requirement that we: develop common tracking systems, sharing of client information, systems and structures which support the work of organisations and their services.
- 2.4** The West Dunbartonshire Community Planning Partnership (WDCPP) prepared a Workforce Plus action plan which proposes a client tracking and MIS system for use across key employability projects in West Dunbartonshire.
- 2.5** Innovation Digital Ltd was commissioned by the Scottish Government to provide support to Workforce Plus areas on agreeing common core datasets for required client tracking systems.
- 2.6** The Workforce Plus local partnerships jointly commissioned Innovation Digital to undertake further additional area specific support including developing a local area plan, delivering local management information workshops and MIS specification development.

3. Main Issues

- 3.1** Innovation Digital Ltd have now finalised separate MIS specifications for each of the local Workforce Plus partnership areas. Each of the local Workforce Plus Partnerships areas have chosen how best to implement a MIS within their individual area.
- 3.2** Renfrewshire Council has developed the REMIS system as a bespoke system through Iconi Ltd at a cost of approximately £100,000 for first year costs of the system and subsequent annual costs of approximately £22,000. Renfrewshire Council have agreed that other local authorities may purchase a licence from Iconi Ltd for the REMIS system and use this system as a basis for developing their own MIS at a reduced cost.
- 3.3** Inverclyde Council have already agreed to purchase a licence for this system, along with implementation support from Iconi Ltd at a cost of £44,000 for the first year and £22,000 for subsequent years.
- 3.4** North & South Lanarkshire Councils have both adapted an off the shelf product developed by Hanlon Ltd that was already in use by both Councils. We were unable to obtain an approximate cost for this system.
- 3.5** Glasgow City Council has purchased a bespoke system from Cognisoft Ltd for a cost of approximately £100,000 called Gtrac. No detail was given on annual costs associated with hosting the system.
- 3.6** It has been highlighted that there may be compatibility issues with some partners' current systems for example, Social Work Care First system and these would be further explored to determine an appropriate solution.
- 3.7** Discussions with the Council's Information Communication Technology Manager have confirmed that West Dunbartonshire Council would not be able to develop this MIS internally due to the tight timescales involved as the WDEP commenced on 31 July 2008.
- 3.8** Guidance has been sought from the Council's Legal, Administrative & Regulatory Services who have indicated that, in light of the anticipated value being in excess of £30,000, Committee will require to approve the initiation of an open tender.

4. Personnel Issues

- 4.1** Nil

5. Financial Implications

- 5.1** The CPP board approved the allocation of £70,000 from the Fairer Scotland Fund to cover the cost of purchasing a MIS system at their meeting held on 23 June 2008.

6. Risk Analysis

- 6.1** A Management Information System is critical to the delivery of the West Dunbartonshire Employability Programme and will be used to monitor/track clients.
- 6.2** Failure to provide accurate monitoring information could result in de-commitment of funds or potential repayment of grant.

7. Conclusions

- 7.1** West Dunbartonshire Council is required by the Scottish Government through the National Workforce Plus framework to develop a client tracking and MIS system for use across key employability projects in West Dunbartonshire.
- 7.2** An open tender will require to be initiated due to the anticipated cost of the tender specification of approximately £70,000.

8. Recommendations

- 8.1** The committee is invited to consider and approve initiation of an open tender for a Management Information System to the value of approximately £70,000 for a two year period, as required for the West Dunbartonshire Employability Programme.

Elaine Melrose

Director of Housing, Environmental and Economic Development

Persons to Contact: Kevin Neeson Manager of Development Services,
telephone: 01389 737145
kevin.neeson@west-dunbarton.gov.uk

Gillian Scholes - Section Head - Economic Development,
telephone: 01389 737154
Gillian.scholes@west-dunbarton.gov.uk

Appendices: Nil

Background Papers: None

Wards Affected: All Wards