

WEST DUNBARTONSHIRE COUNCIL**Report by Planning, Building Standards and Environmental Health Manager****Planning Committee: 12 October 2022**

Subject: Procurement of Geographic Information System software**1. Purpose**

- 1.1 To seek committee approval to enter a process for the procurement of Geographic Information System software.

2. Recommendations

- 2.1 It is recommended that the Committee approves the undertaking of a procurement exercise for the supply of Geographic Information System software.

3. Background

- 3.1 Geographic Information System (commonly referred to as G.I.S.) software is an essential tool used for viewing, managing and analysing spatial data. Spatial data is data that includes information about location. A majority of Council datasets include location data (e.g. addresses) and Geographic Information Systems allow better use of this data.
- 3.2 All local authorities make use of Geographic Information Systems and the software is essential for the delivery of Council Services and is cross used by other Council Services. Examples of its use include preparation of maps for Local Development Plans, 20 minute neighbourhood analysis, route mapping for refuse collection vehicles, and mapping and analysis of areas such as community council and electoral ward boundaries and school catchment areas.
- 3.3 The Council's Geographic Information System is used by services throughout the Council. It is operated by the GIS Officer and managed by the Technical Support Co-ordinator who are both based in the Planning and Building Standards Service.

4. Main Issues

- 4.1 The Council's current Geographic Information System software is provided by a company called ESRI UK Limited. This has been used since November 2019, when it was installed as a replacement for the previously

used GGP Geographic Information System software. The current contract runs until November 2022, although a short extension to March 2023 has been sought to allow the next contract period to align with the Council's financial year.

- 4.2 As the costs of a 3 year contract for the provision of Geographic Information System software from 1 April 2023 may exceed £50,000, it is necessary to follow rules for procurement in excess of £50,000 with the process being led by the Corporate Procurement Unit.

5. People Implications

- 5.1 There are no people implications associated with this report.

6. Financial and Procurement Implications

- 6.1 An increase in the current budget for Geographic Information System software is currently being sought through the budget process. This is to align the available budget with the known renewal costs of the current Geographic Information System software.
- 6.2 This report seeks approval to undertake procurement for the provision of Geographic Information System software. A procurement strategy for this exercise will be developed.

7. Risk Analysis

- 7.1 There would be a risk to the efficient and effective delivery of key and statutory Council services if the Council could not operate a Geographic Information System.

8. Equalities Impact Assessment (EIA)

- 8.1 This matter has been screened and judged not to be relevant, therefore no Equalities Impact Assessment has been carried out.

9. Consultation

- 9.1 The input of legal, financial and procurement colleagues has been sought during the preparation of this report.

10. Strategic Assessment

- 10.1 Geographic Information System software is used across all Council services and therefore contributes to all strategic priorities.

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Appendix: None

Background Papers: Report to Tendering Committee, 16 January 2019

Wards Affected: None