ABSTRACT: The Committee are asked to approve the Director of Neighbourhood Services’ recommendation that Angus Council enter into a minute of agreement with Dundee City Council for the software licensing of vehicle route optimisation software.

1. RECOMMENDATION(S)

1.1 It is recommended that the Committee:-

(i) agree to the Director of Neighbourhood Services’ recommendation that Angus Council enter into a minute of agreement with Dundee City Council for the software licensing of vehicle route optimisation software;

(ii) delegate to the Director, authority to finalise the minute of agreement with Dundee City Council for the software licensing of vehicle route optimisation software;

(iii) delegate to the Director, authority to finalise a minute of agreement with Perth and Kinross Council for the software licensing of vehicle route optimisation software if they wish to join this agreement to access the software but this at a later date.

2. BACKGROUND

2.1 In an example of the benefits of joint procurement and working, Angus Council tendered in 2009 for a software solution for vehicle route optimisation. The tender conditions allowed Dundee City and Perth and Kinross Councils to purchase the software using this tender if and when they required, but within a specified time frame. This approach to joint procurement makes the software available at the tendered price to the other authorities and allows all the participating Councils to share training skills and best practice in the future.

3. CURRENT POSITION

3.1 Via the above mentioned tender process, Angus Council purchased “Routesmart” software from Integrated Skills Limited, this in early 2010. Neighbourhood Services Committee Report No. 154/10 approved the purchase of this software.

3.2 Dundee City Council has requested to enter into the software arrangement negotiated by Angus Council with Integrated Skills Limited for the supply of vehicle route optimisation software – ‘RouteSmart’.

3.3 Perth & Kinross Council have also expressed an interest in joining any proposed partnership minute of agreement, but are currently not in a position to move forward on this proposal.

4. PROPOSALS

4.1 It is proposed that a minute of agreement be prepared between Angus Council and Dundee City Council regarding a partnership surrounding the future licensing of the Routesmart vehicle route optimisation software supplied by Integrated Skills Limited.
4.2 To ensure the smooth running of the partnership between Angus and Dundee City Councils the following principles are proposed:-

a) Dundee City Council will buy a secondary licence, via the existing tender, direct from Integrated Skills Limited. Angus Council have already purchased a primary licence that will cover the partnership.

b) The maintenance costs for these licenses will be pooled and divided equally between the Councils in the partnership. This means that Angus will pay slightly less for the annual maintenance of their primary license while Dundee City Council slightly more, however, this increase to DCC is offset by the saving made in procuring a secondary license.

c) Maintenance payment will be due on Dundee City’s secondary licence from year two onwards. At that point, the total annual maintenance cost for the primary licence held by Angus and Dundee City’s secondary licence will be split evenly between the two Councils. At current prices, both Councils will, therefore, pay from year two onwards £4,450. Angus Council currently pays £6,500 a year for the primary licence.

d) If Perth and Kinross Council decide to join the partnership, they will also buy a secondary licence and the total maintenance would be evenly split three ways once their maintenance payment is due.

e) Integrated Skills Limited will invoice each of the Councils separately and pro rata the maintenance costs so that all payment times are harmonised.

f) If any Council decides to leave the partnership at any time, the remaining Council or Councils will meet the remaining maintenance costs. The remaining Councils will not, however, need to pay the cost of upgrading a secondary licence to a primary licence if Angus Council withdraws. If Angus Council withdraws, one of the remaining licences will be nominated as the partnership’s primary licence.

g) Only one licence per authority is covered by the partnership. If a Council decides to buy additional licences this can be done at the cost of a secondary licence and secondary licence maintenance. However, these additional maintenance costs will not be shared among the other Councils.

h) Access to the software is managed by a physical “dongle” that needs to be plugged into the relevant Council’s network. Each Council will be supplied with its own software media and dongle which are, therefore, only available within the Council. However, by agreement, Councils may share their licences if required.

i) Each Council can arrange its own training and mentoring directly but also make joint arrangements with another Council if required, in which case, training costs would be split appropriately.

j) Each Council has direct access to the Integrated Skills Limited helpdesk.

k) Angus Council’s arrangement with Integrated Skills Limited runs out in 2013. After that time, Councils can continue to licence the software under the terms of the partnership for as long as required.

l) If any party wish to terminate this agreement then they should inform the other party or parties in writing giving 3 months notice.

5. RISKS

5.1 There is limited risk to the Council which is no greater than normal operational duties.

6. FINANCIAL IMPLICATIONS

6.1 There are only marginal financial implications associated with this report. Angus Council will in effect realise a slight reduction in costs and consequently the ongoing cost to the Council can be contained within Neighbourhood Services, Waste Management and existing revenue budgets.
7. HUMAN RIGHTS IMPLICATIONS

7.1 There are no Human Rights implications arising from this report.

8. EQUALITIES IMPLICATIONS

8.1 The issues dealt with in this report have been the subject of consideration from an equalities perspective. An equalities impact assessment is not required.

9. ANGUS COMMUNITY PLAN AND SINGLE OUTCOME AGREEMENT

9.1 This report contributes to the following local outcome(s) contained within the Angus Community Plan and Single Outcome Agreement 2011-2014:-

- Our communities are developed in a sustainable manner;
- Our carbon footprint is reduced.

10. CONSULTATION

10.1 The Chief Executive, Director of Corporate Services, Head of Finance and Head of Law and Administration have been consulted in the preparation of this report.

11. CONCLUSION

11.1 The benefits from this partnership agreement to Angus Council will be the reduction in ongoing maintenance costs for the software, the benefits gained by having a user group in the area, this covering joint training, shared skills, best practise and feedback between users. In addition this proposal is in the spirit of the shared services and joint working agenda.

RON ASHTON
DIRECTOR OF NEIGHBOURHOOD SERVICES

NOTE: No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) which were relied on to any material extent in preparing the above report.

Env.Management/NS/RA/DFI