


<p style="text-align: center;">London Borough of Hammersmith & Fulham</p> <p style="text-align: center;">CABINET</p> <p style="text-align: center;">4 JULY 2016</p>	
<p>GEOGRAPHICAL INFORMATION SYSTEMS – PLATFORM CONSOLIDATION</p>	
<p>Report of the Cabinet Member for Finance : Councilor Max Schmid</p>	
<p>Open Report</p> <p>A separate report on the exempt part of the Cabinet agenda provides exempt financial information.</p>	
<p>Classification - For Decision</p> <p>Key Decision: YES</p>	
<p>Wards Affected: ALL</p>	
<p>Accountable Director: Ed Garcez, Chief Information Officer</p>	
<p>Report Author: Ben Goward, Head of Digital</p>	<p>Contact Details: Tel: 02076415504, bgoward@westminster.gov.uk</p>

1. EXECUTIVE SUMMARY

- 1.1 The shared IT service was established via Executive Decision Report (Dec 2014) to identify common needs and promote cross-borough and cross-service cost saving opportunities, supporting effective and efficient working and the realisation of significant business benefits and £6.55m savings – the London Borough of Hammersmith & Fulham (LBHF) share of this being £4.7m.
- 1.2 The three Councils supported by the shared IT service make extensive use of GIS to support a range of critical services including emergency planning. The latest GIS tools have the capacity to enable mobile working and customer-self-service and to support new and transformative collaborations around data, with officers and citizens. However, although the three Councils utilise the same GIS software (ESRI UK), the products and tools each has licensed are different, and they are hosted on different platforms. Shared IT service staff are required to

support two, soon to become three separate platforms and staff working in shared frontline services have three places to go to find information.

- 1.4 This report proposes consolidation of the three separate GIS platforms into a single software and hosting environment. This will deliver an estimate saving of £145,558 (LBHF proportion is £75k) over a three year term. Note that staffing (FTE) reductions arising from this initiative will be managed through the separate Phase 2 IT Target Operating Model proposals.
- 1.5 This report seeks agreement for the London Borough of Hammersmith & Fulham (LBHF) to lead on procurement of the proposed GIS software licence agreement and establishment of the hosting platform, with RBKC and WCC Councils contributing and benefitting from the arrangement through an Inter-Authority Agreement which is drafted by LBHF Legal Services to protect sovereign Council interests in event of termination of this agreement. It also seeks approval for borough-specific transition costs (LBHF proportion is £37,700).
- 1.6 The proposal is to operate the agreement for three years from Sep 2016, and to complete migration to it by November 2016.

2 RECOMMENDATIONS

- 2.1 That approval be given to the award of an Enterprise Licence Agreement to ESRI UK for a period 3 years in accordance with section 10 of this document and of total estimated value of as set out in the exempt report on the exempt Cabinet agenda (for 3 Councils over 3 years), and delegate to the Chief Information Officer the authority to sign an Inter-Authority Agreement through which RBKC and WCC will recompense LBHF for these GIS services
- 2.2 That the Cabinet Member for Finance approves the transition cost of £37,700 (HFBP WPR75430), to be met from Efficiency Reserve budgets, and delegate to the Chief Information Officer the authority to sign an Inter-Authority Agreement through which future LBHF GIS software and platform services will be delivered.

3 REASONS FOR DECISION

- 3.1 The proposals contained in this report will reduce GIS costs over a three year term, improve staff efficiency and support further transformation. It will also improve the resilience of GIS services by having a more robust hosting environment with failover and separate development environments

4 BACKGROUND

- 4.1 There are currently three separate GIS platforms serving the three Councils covered by the shared IT service. These all utilise the same GIS software vendor, ESRI UK, but are currently licenced under separate agreements with and hosted on separate hardware platforms. Furthermore, WCC and LBHF infrastructure is in need of upgrade during 2016/17m estimated quotes for which

suggest that a new GIS hardware platform hosted internally would offer significant cost savings over an individual borough upgrade approach.

- 4.2 The shared IT service reorganisation (Target Operating Model Phase 1) established a single GIS team in June 2016 across WCC and RBKC. The expectation is that following end of the HFBP in November 2016, LBHF's GIS support staff will also be incorporated in the single GIS team, covering all three Councils.

5 PROPOSAL AND ISSUES

- 5.1 It is proposed that the existing sovereign licence arrangements be ceased from 1 August 2016 and replaced with a single Enterprise Agreement procured over a 3 year term (refer section 10 below). LBHF will be the lead procuring party on behalf of the three Councils. It is also proposed that existing sovereign hosting arrangements be ceased from 1 November 2016 and replaced with a single new hosting platform operated by the shared IT service and located within the RBKC datacentre for a 3 year term. Existing data and applications will be migrated to the new platform by HFBP (for LBHF) and the shared IT service (RBKC and WCC) prior to November 2016.
- 5.2 An Inter-Authority Agreement will be drafted to govern the relationship between LBHF as the lead procuring and hosting party, and RBKC and WCC who are receiving the service. Shared IT service staff will operate under the existing Section 113 agreement.

6 OPTIONS AND ANALYSIS

- 6.1 Officers in the shared IT service have considered whether an alternative GIS software platform, including open source offerings, would offer a better outcome for the Councils. However, the extensive existing use of the ESRI products across all three councils, and the superior functionality it offers must be taken into account. A brief analysis showed that switching to an alternative product, concurrent with convergence of existing systems would present a far more complex and challenging transition, with inferior outcomes for the Councils. This will be revisited prior to the end of the proposed three year contract.

7 CONSULTATION

- 7.1 There is no public consultation requirement. Shared IT service staff and service users have been consulted.

8. EQUALITY IMPLICATIONS

- 8.1 There are no Equality/HR implications. In the deployment of new GIS services, staff training will be considered, planned and implemented as appropriate. The GIS team will work closely with existing user groups to ensure effective communications.

9 INFORMATION, COMMUNICATIONS AND TECHNOLOGY (ICT) IMPLICATIONS

- 9.1 The report is aligned with the current shared services ICT strategy and vision of converging software and infrastructure, whilst enabling better collaboration and productivity amongst staff. It is a contributor to a range of council initiatives, including the realisation of £6.55m savings in ICT budgets from 2016/17 to 2018/19.

Verified by: Ed Garcez, Chief Information Officer.

10 LEGAL IMPLICATIONS

- 10.1 Prior to commencement of the new shared GIS platform and licence agreement an Inter-Authority Agreement will be signed by all three Councils to ensure LBHF liabilities are limited in the event of any requirement to terminate the agreement, service failure or unforeseen events.
- 10.2 The contents and format of the Inter-Authority Agreement will be developed with LBHF Legal team, and will be agreed by the Director of Legal Services.

Implications being verified by: Jonathon Miller (Contracts & Employment). Tel: 02087531412.

11 FINANCIAL AND RESOURCES IMPLICATIONS

One-off Transition costs

- 11.1 LBHF will incur HFBP transition costs of £37,700 (67 days * £560/day). This report includes recommended that this sum be approved, to allow LBHF to take part in the project.
- 11.2 As set out in the exempt report on the exempt Cabinet agenda.
- 11.3 As set out in the exempt report on the exempt Cabinet agenda

Ed Garcez
Chief Information Officer

Local Government Act 1972 (as amended) – Background papers used in the preparation of this report : None

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