



AGENDA ITEM 5

CENTRAL SCOTLAND VALUATION JOINT BOARD

Subject: SERVICE AGREEMENT WITH FORTH VALLEY GIS
Meeting: CENTRAL SCOTLAND VALUATION JOINT BOARD
Date: 17TH JUNE, 2011
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1. INTRODUCTION

- 1.1 This report advises the Valuation Joint Board of an addendum to the Service Level Agreement (Number: A.5.2-01) between Central Scotland Valuation Joint Board and Forth Valley Geographic Information System (FVGIS) entered into on 16th and 18th July 2003. This agreement was previously extended by two years from 1st July 2005 (Valuation Joint Board report 15th June 2005) and again for a further two years from 1st July, 2007 (Valuation Joint Board report 22nd June, 2007). Since then the agreement was extended until 30th June, 2010 and a further extension was agreed up to 30th June 2011 (Valuation Joint Board reports 12th June 2009 and 9th June 2010). It is proposed to extend this contract for nine months until 31st March 2012, with an option to extend further until 30th June 2012.

2. THE ADDENDUM

- 2.1 GIS facilities are useful tools which allow the Assessor/Electoral Registration Officer to map valuation data, co-ordinate with local Corporate Address Gazetteers, and link to the three Councils' geographically based datasets. It also assists with Electoral Registration duties. Scope exists for further development of the system and for the exchange of more data with the three Councils. Forth Valley GIS and the Assessor have therefore agreed that in accordance with the proposal approved by Central Scotland Valuation Joint Board on 27th August 2001 the services provided by Forth Valley GIS should continue for a further period of nine months with the option to extend for a further three months. The agreement allows for maximum of 40 days work over the twelve month period.
- 2.2 The extension of the existing contract will be in the form of the previous extension with, service schedules inserted into the existing Addendum A.5.2-01 'Services' section. These schedules define the extent of services to be provided by Forth Valley GIS to CSVJB. The schedules are:

Schedule 1: Corporate GIS Data Management

Schedule 2: Corporate GIS Infrastructure - Systems Administration

Schedule 3: Service Desk and Support Services

Schedule 4: GIS Consulting Services

- 2.3 This format has worked well over the previous year and provides guaranteed core maintenance and support of the system. Where additional development is proposed by the Assessor, FVGIS will provide an estimate of the likely cost of that work. This allows an informed decision to be made on the viability of the work and allows greater control of the resources allocated to GIS Services
- 2.4 When the contract was extended last year it was only extended for one year to allow the Valuation Joint Board's agreement to come into synchronisation with the three Councils' requirements for GIS services. At the time of writing the three Councils are in the process of tendering for a new GIS contract. A one year extension will allow us time to review our GIS needs taking into account the development of the Councils' GIS framework.
- 2.5 If Forth Valley GIS do not win the Councils' contract then the CSVJB hardware will have to be moved out of the Stirling Council infrastructure and this will have to happen at the end of FVGIS agreement with Stirling Council IT (March, 2012). It is for this reason that the extension is only proposed for nine months initially as a review may need to take place earlier in the event that FVGIS were unsuccessful in winning the Councils contract.

3. COSTS

- 3.1 In practice it is expected that the level of work over of the next year will be at a similar level to each of the previous two years and has been budgeted for accordingly.

4. RECOMMENDATION

The Central Scotland Valuation Joint Board notes the Report.

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Assistant Assessor

APPENDICES

- 1.0 Addendum extending the Service Level Agreement until June 2011.**
- 2.0 Addendum extending the Service Level Agreement until June 2012.**