

**FALKIRK COUNCIL**

**Subject: PLANNING & BUILDING STANDARDS CASE WORK  
MANAGEMENT SYSTEM - NOTIFICATION OF AWARD OF  
CONTRACT**  
**Meeting: EXECUTIVE**  
**Date: 29 April 2014**  
**Author: HEAD OF PLANNING & TRANSPORTATION**

**1. INTRODUCTION**

- 1.1 This report is required by paragraph 5.8 of the Council's contract standing orders for noting.
- 1.2 Uniform is the casework management system used within Development Management (DM), Building Standards (BS) and Planning & Environment (P&E) to manage applications and the local development plan process. It is also used to hold the Falkirk Council corporate address gazetteer (CAG). It is supplied by Idox and has been used by the Council since 2003, originally under a 7 year contract. Since then, from October 2010, the Council has entered into periodic maintenance and support contracts for the Uniform system with Idox. The current contract is due to end on 31 March 2014.
- 1.3 As part of the Scottish Government ePlanning project, which went live in 2009, an online information system and an electronic records and document management system (OPIS) were supplied to Falkirk Council. These products are integrated with the Uniform application.
- 1.4 In May 2013, Falkirk Council entered into a new contract for up to five years for the support and maintenance of the OPIS products referred to in section 1.2 which were supplied by the ePlanning project.
- 1.5 An online information and application submission system used by Building Standards is also integrate with the Uniform application.

**2. BACKGROUND**

- 2.1 In 2012 a project team was formed, including representatives of Central Procurement and ICT, to investigate the options available to Falkirk Council for continued provision of products to support the work of DM, BS and P&E. In July 2012 the team decided that, due to the levels of integration and the saving to the Council of entering into a support and maintenance agreement for the Uniform system, to negotiate a new contract with the current provider (Idox) as this provides best value to the Council at this time, rather than to purchase a new system. A conservative estimate to purchase a new system, based upon a capital cost 10 years ago of £65,400; staff time to develop a specification and procure a replacement which included a repository for the CAG; implementation including data transfer; integration with other existing systems; and training, is c£350,000. In addition maintenance, as described in section 2.2, would also be required.

- 2.2 A binding quote, with a fixed 2% annual increase, for the supply and maintenance of Uniform for up to seven years (5+1+1) was provided by Idox as follows: £17,134.63 for year one rising to £18,546.97 in year five, £18,917.91 for year six and £19,296.27 for year seven. A total of £89,168.87 for the fixed five years and rising to £127,383.05 if both one year extensions taken up to the total available of seven years. The contract is due to commence on 1 April 2014.
- 2.3 In accordance with paragraph 5.8 of contract standing orders exemption to contract was received on 5 March 2014 and in accordance with para 6.2(ii) of contract standing orders, approval for the award of contract was granted on 14 March 2014. The contract was duly awarded.
- 2.4 Provision has been made within the maintenance budget to cover this cost.

### **3 RECOMMENDATION**

- 3.1 It is the recommended that this is noted by the Executive.

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**Director of Development Services**

14<sup>th</sup> April, 2014

Contact Officer: Janet McAuley

### **LIST OF BACKGROUND PAPERS**

Nil