

ITEM No ...10.....

REPORT TO: POLICY AND RESOURCES COMMITTEE – 9 JANUARY 2023

REPORT ON: COMPUTER AIDED DESIGN SOFTWARE

REPORT BY: EXECUTIVE DIRECTOR OF CORPORATE SERVICES

REPORT NO: 10-2023

1.0 PURPOSE OF REPORT

1.1 To consider future contract arrangements for the provision and licensing of Computer Aided Design (CAD) software.

2.0 RECOMMENDATIONS

It is recommended that the Committee -

- Agree to the renewed purchase of Computer Aided Design (CAD) software for a 3-year period.
- Remit the Head of Customer Services & IT to purchase CAD software and licenses from Insight Direct (UK) Limited following a compliant procurement process using Crown Commercial Services Framework RM6068 (Technology Products & Associated Services) Lot 3 (Software and Associated Services).

3.0 FINANCIAL IMPLICATIONS

3.1 The total projected cost of the completed tender is £348,240.01 for a 3-year contract will be met from existing Revenue budgets across the financial years 2022/23, 2023/24, 2024/25 and 2025/26.

3.2 Staffing costs to support the deployment of the products to be met from existing Customer Services and IT staffing budgets.

4.0 BACKGROUND

4.1 This report supports the Council's IT Strategy which was approved at Policy and Resources Committee on 18 February 2019 (Report 81-2019). The Council's IT strategy sets out to deliver mobile and flexibly accessible services through low cost corporately deployed solutions.

4.2 Computer Aided Design (CAD) software is a highly specialised set of software modules used for design and modelling of building and construction projects. The software is used by several services within the Council. These include Engineering Services, Architectural Services and Sustainable Transportation.

4.3 Use of the software is essential in delivery capital projects for the Council including those for Housing and within schools and Community Centres.

4.4 The software is also fundamental in enabling the Council to meet several statutory functions including flood management, traffic orders and investigation of road incidents.

4.5 A typical use of CAD software sees virtual models of buildings being created to perfect design and eliminate flaws, provide electrical and mechanical layouts etc. With drawings then being passed to third parties for inclusion in constructions such as the Regional Performance Centre.

- 4.6 Without this software City Development would be unable to deliver capital projects and complete statutory functions directly.
- 4.7 City Development and Customer Services & IT staff have fully reviewed user levels within services to minimise the amount of licensing required.
- 4.8 A new contract for the use and licensing of this software is required.
- 4.9 A procurement exercise has been carried out through a tender exercise using Crown Commercial Services Framework RM6068 (Technology Products & Associated Services) Lot 3 (Software and Associated Services).

The outcome of this tender is that Insight Direct (UK) Limited are the winning bidder of the tender process. The Insight Direct bid being the only compliant bid submitted.

5.0 POLICY IMPLICATIONS

This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate senior manager has reviewed and agreed with this assessment.

6.0 CONSULTATIONS

The Council Leadership Team were consulted in the preparation of this report.

7.0 BACKGROUND PAPERS

None.

ROBERT EMMOTT
EXECUTIVE DIRECTOR OF CORPORATE SERVICES

Date: 21 DECEMBER 2023