



**CORPORATE & ENVIRONMENTAL  
OVERVIEW & SCRUTINY  
COMMITTEE**

**MEMBERS UPDATE 2022/23  
15 February 2023 Issue: 4**

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**Article of: Corporate Director of Transformation, Housing & Resources**

**Relevant Portfolio Holder: Councillor Anne Fennell**

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**SUBJECT: Exemption to Contract Procedure Rules – Renewal of ESRI Software Maintenance/Licenses for 2023**

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Wards affected: Borough wide

## **1.0 PURPOSE OF ARTICLE**

1.1 To inform members of the requirement for a procurement exemption to ensure uninterrupted support from the GIS software provider ESRI.

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## **2.0 BACKGROUND**

2.1 For many years, we have been using the ArcGIS software "ArcMap" for many planning functions. ArcMap links with other software used by Planning including Uniform and it is vital for the everyday running of the Council's Planning and Mapping systems. ESRI are the company that provides this software.

2.2 The Council have an annual subscription with ESRI to provide us with several licenses so staff can use ArcMap. The subscription also includes software support in the event that there are any outages, and we need their technical assistance.

## **3.0 CURRENT POSITION**

3.1 On December 12<sup>th</sup>, 2022, the council received a quote from ESRI for 2023's subscription.

3.2 When seeking advice from the Procurement Team, it was deemed necessary to use a call-off contract from CCS (Crown Commercial Services) named "G-Cloud".

3.3 The situation became time sensitive as the Council could ill afford to be without support for this software, so the Council secured a month's grace from ESRI to complete the necessary forms.

#### **4.0 ISSUES**

4.1 The Council liaised with ESRI to complete the forms for the aforementioned call-off contract until the 24<sup>th</sup> January at which time ESRI informed us that they "do not work through G-Cloud for maintenance renewals."

4.2 This has caused a problem as undertaking an alternative extensive procurement process before the cut off point of 31<sup>st</sup> January was unfeasible.

#### **5.0 CONSULTATION**

5.1 After internal consultation with the procurement team, it was decided that the only course of action was to obtain an exemption.

5.2 A Record of Decision has been signed and an Exemption completed to allow a 12-month extension while a thorough procurement process is done.

5.3 The exemption was granted and the document (procurement practice note no. 17) that confirms this has the two necessary signatures.

#### **6.0 SUSTAINABILITY IMPLICATIONS**

6.1 There are no significant sustainability impacts associated with this article and, in particular, no significant impact on crime and disorder.

#### **7.0 FINANCIAL AND RESOURCE IMPLICATIONS**

7.1 There are no financial implications arising from this exemption as this is an annual subscription that is already budgeted for.

#### **8.0 RISK ASSESSMENT**

8.1 This Article is for information only and makes no recommendations. It therefore does not require a formal risk assessment and no changes have been made to risk registers.

#### **9.0 HEALTH AND WELLBEING IMPLICATIONS**

9.1 There are no health and wellbeing implications arising from this report.

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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Article.

### **Equality Impact Assessment**

This article is for information only and does not have any direct impact on members of the public, employees, elected members and/ or stakeholders. Therefore no Equality Impact Assessment is required.

### **Appendices**

None.