

Report

Report to:	Clyde Valley Learning and Development Joint Committee
Date of Meeting:	7 September 2009
Report by:	Chair of Clyde Valley Learning and Development Project Implementation Group

Subject:	Purchase of E-Learning Services
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1 Purpose of Report

1.1 The purpose of the report is to:-

- ♦ update the Joint Committee on progress achieved in completing the tender for the provision of e-learning services to members of the Clyde Valley Learning and Development Project

2 Recommendation(s)

2.1 The Joint Committee is asked to note the following:-

- (1) that, following a competitive tender process, the contract to deliver e-learning services was awarded to Brightwave Limited
- (2) that the contract letter was signed by South Lanarkshire Council acting as agent for the Clyde Valley Learning and Development Project and issued to the supplier in order to let the contract with immediate effect

3 Background

- 3.1 The central objective of the project is to identify and implement opportunities to deliver learning and development activities more efficiently and to a higher standard to all groups of employees working for the Clyde Valley councils.
- 3.2 From the outset it was envisaged that greater use of information technology (IT) and in particular the exploitation of e-learning technology would be central to the project and that the Clyde Valley should explore these opportunities to the full.
- 3.3 At the meeting of the Joint Committee on the 2 March 2009, the Joint Committee noted the intention to pursue a competitive tender for the provision of e-learning services. Further progress with the process was noted by the Joint Committee at its meeting on 1 June 2009.
- 3.4 Through discussion between the Chief Executives of the Clyde Valley member councils, it has been agreed in principle that funds from the Clyde Valley Project should be made available to those councils opting to buy in to the tender. The agreement proposes that the Clyde Valley funding should cover the initial start-up and licensing costs for year one. Subsequent costs should be covered by individual councils.

4 Current Position

- 4.1 An open competitive tender process was conducted in June and July of 2009. As a result of this process, a suitable company has been identified to provide the precise requirements specified in the tender, namely to deliver a fully integrated e-learning service to the Clyde Valley councils. The proposed company is Brightwave Limited based in Brighton, England.
- 4.2 To date, six of the Clyde Valley councils have expressed an intention to purchase some or all of the e-learning modules defined in the tender documentation. The remaining two councils (Inverclyde and East Dunbartonshire) have not yet formally committed to purchase, however the decision to proceed is currently under review.
- 4.3 Should either or both of these councils decide to purchase, the discount available to the Clyde Valley will rise to 25%. An increased discount would also apply should any of the associate member councils make a similar purchase.
- 4.4 Both Glasgow City and Renfrewshire Councils already have an e-learning infrastructure in place, and it is imperative that they are both able to continue to provide these services without interruption.

5. Nature of the Contract

- 5.1 The tender was to award a contract for a period of three years. This would allow each council to purchase some or all of the following modules:
- ◆ Learning Management System
 - ◆ E-learning content development tool
 - ◆ 360° appraisal
 - ◆ Course and content evaluation
- 5.2 The contract was authorised by South Lanarkshire Council acting as agent for the Clyde Valley Learning and Development Project, as per the terms of the Minute of Agreement signed and adopted by all member councils.

6 Employee Implications

- 6.1 There are no employee implications associated with the proposal.

7 Financial Implications

- 7.1 The costs associated with the purchase of these services are a function of the number of councils purchasing the service and the number of modules chosen. Therefore, it is not yet clear what the precise costs will be.
- 7.2 On the basis of the requirements of the six councils already committing to the purchase, the projected costs for the first year (including set up and licensing) would attract a discount of some 20%. Individual council costs are based on a sliding scale based on the size of the authority. For example, Glasgow City Council, as the largest authority, would be due to pay £36,000 in year one, whilst East Renfrewshire Council would be due to pay £26,200 in year one. These year one costs will be met by the Clyde Valley Project.
- 7.3 On the same basis, annual costs for years two and three would be met by individual councils. A full break down of the projected costs is included in appendix 1 to this report.

8 Other Implications

8.1 There are no other implications associated with the proposal.

9 Equality Impact Assessment and Consultation Arrangements

9.1 No implications identified at current time.

9.2 The Chief Executives of the Clyde Valley councils were consulted before issuing the tender and on the proposal to fund the purchase for the first year.

Gill Bhatti

Chair of Clyde Valley Learning and Development Project Implementation Group

25 August 2009

Previous References

Clyde Valley Learning and Development Project – Shared Services Update Phase Two E-Learning – Mar 2009

Clyde Valley Learning and Development Project – Shared Services Update Phase Two – June 2009

List of Background Papers

Clyde Valley EGF Training Bid

NBSS Clyde Valley Consortium Submission Nov 06

NBSS Clyde Valley Consortium – Secondary Paper December 06

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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Appendix 1

Year 1 Costs											
GCC		R'shire		NLC		SLC		WDC		ERC	
Set Up	£0	Set Up	£5,900	Set Up	£5,900	Set Up	£14,750	Set Up	£14,750	Set Up	£14,750
Licences	£45,000	Licences	£27,000	Licences	£20,000	Licences	£36,000	Licences	£27,000	Licences	£18,000
Discount (20%)	£9,000	Discount (20%)	£6,580	Discount (20%)	£5,180	Discount (20%)	£10,150	Discount (20%)	£8,350	Discount (20%)	£6,550
Year 1 total	£36,000	Year 1 total	£26,320	Year 1 total	£20,720	Year 1 total	£40,600	Year 1 total	£33,400	Year 1 total	£26,200
Year 2 Costs											
Licences	£45,000	Licences	£27,000	Licences	£20,000	Licences	£36,000	Licences	£27,000	Licences	£18,000
Discount (20%)	£9,000	Discount (20%)	£5,400	Discount (20%)	£4,000	Discount (20%)	£7,200	Discount (20%)	£5,400	Discount (20%)	£3,600
Year 2 Total	£36,000	Year 2 Total	£21,600	Year 2 Total	£16,000	Year 2 Total	£28,800	Year 2 Total	£21,600	Year 2 Total	£14,400
Year 3 Total	£36,000	Year 3 Total	£21,600	Year 3 Total	£16,000	Year 3 Total	£28,800	Year 3 Total	£21,600	Year 3 Total	£14,400