

## Project Highlight Report

**Project: Spatial Project**

**Calendar Month:**

**July 2008**

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**Status: Red/Amber/Green**

**Green**

**Project Start**

**Oct 2006**

**Projected  
Completion**

**Oct 2008**

### Summary position:

Since the last update in June progress has continued within the project and in particular within Electronic Document Management and the Integrated Business Applications. The re-planning of external resource from Idox (the supplier of the main business applications) has been agreed. LocalView, the Intranet based map viewer, is now live and available to all staff. Graves data has been captured and is being cleaned. The Depot rollout has also been scheduled.

### Planned activities for this period

- Progress rollout of Corporate Document Management System across departments
- Go Live with the interface between Electronic document management and Land & Property Business Application.
- Continue the implementation of the Integrated Business Applications.
- Uniform Training for Contaminated Land
- Implement LocalView
- Data capture and cleansing

### Progress against those planned activities

- Configuration, Training and acceptance testing progressing in the following departments :-
  - Legal
  - Elections
  - Licensing
  - Development Control
- Uniform is presenting documents to Iclipse.
- The additional data for Environmental Health has now been entered and is undergoing acceptance testing prior to sign off.
- Uniform rollout for Depot Services has been scheduled in the project plan.
- Complete.
- Complete
- Graves data has now been captured from ledgers and is being cleansed.
- Licensing data load carried out.

### Planned activities for next period

- Continue Uniform Training for Document templates covering several departments
- Continue Electronic Document Management user training.
- Continue to build remaining Uniform Indexes to EDM.
- Continue the implementation of the Integrated Business Applications.
- Progress rollout of Corporate Document Management System across departments

Key Risks and Concerns			
Description	Risk Score	Mitigation Plan	Mitigated Risk Score
1 Gazetteer Interfaces - possible "missed scope" so more effort is required to specify, and supplier comes back with increased cost to develop.	5	Write specifications early in the schedule. Request customer review and sign off. Manage scope and Customer expectations through specification iterations. As part of the sub-contractor move scope for gazetteer interfaces has been reviewed	3
2 Multiple solutions implemented at same time imposes significant change on the Local Authority staff, making it difficult to establish new patterns of behaviour for new business processes and could result in delays from dependencies and risks not realized	9	New project support plan in place.	6
3 Under resourced LA departments making it difficult to complete tasks on time, which would cause the schedule to slip.	8	Review of schedules with staff will identify areas of conflict and enable timely countermeasures	5
4 If the project completion date is delayed, then there are additional costs to MDA, and Bromsgrove is not able to realize project cashable benefits on time.	9	Re-baseline project schedule with agreement from new subcontractor, project team, and department managers	7
5 If the current Data Specifications require rework to fit the new product upload requirements, then there will be delay to the schedule and possible additional Data Conversion costs	5	Submit current data specifications to new subcontractor early on in negotiation process.	3
Financial Position			
<ul style="list-style-type: none"> <li>The project has a capital expenditure of £6.2 Million and Revenue of £50,000 per year for 7 years. This has remained constant since the start of the project and will remain so due to the contract being on a 'fixed price' basis. No payment will be made by Bromsgrove District Council to the main supplier, MDA, until the project is completed.</li> <li>A feasibility study into the second phase of the Spatial Project, known as FM2, is currently underway. While the costs for this phase of £1.2m were included in the original paper to members (and costs are included in the £6.2m above), a feasibility study was commissioned to ensure that the originally expected efficiencies will be gained from this spend. Cabinet will be notified of the outcome of the feasibility study, and permission sought to continue with phase 2.</li> </ul>			