# Tender opportunity for

**Provision of Interim Project Lead to Develop a Business Case for an Intelligence Hub**

**Introduction**

Southend-on-Sea Borough Council (SBC) would like to appoint interim support to lead on the production of the Business Case for the creation of an ‘Intelligence Hub’ for the Borough where the purpose of the Hub is to:

* act as the ‘eyes and ears’ of the borough watching and monitoring activity
* to act as the ‘command and control’ centre responding as required to what is seen and monitored
  + - enable the council to generate income through the selling of services capable of being delivered through the Hub

The output required is a statement of the cost of creating the facility to address the functions described in this document offset by the potential income and other benefits the council may derive from the Hub.

**Background**

As an early key step on its SMART City Journey, Southend-on-Sea Borough Council is seeking to create an Intelligence Hub for the Borough by investing in and expanding its current CCTV room located at the Tickfield Depot in close proximity to the Civic Centre in central Southend.

**Objectives**

The Hub will enable Southend to act with better information and data and respond faster to borough management decisions.  This will be achieved by:

* creating a more holistic, integrated and simplified view of the service delivery picture within Southend;
* improving situational awareness leading to actionable insights and co-ordinated approach;
* placing a range of information/data at the fingertips of key decision-makers;
* accommodating the citizen/customer experience/expectation in working practices; and,
* responding more effectively to the needs and feedback of the citizens;
* respond to significant events in a collective and effective manner.
* foster collaboration, innovation and ‘joined-up’ service delivery amongst strategic partners

**Project Scope**

The purpose of this commission is, through engaging in dialogue with council staff and other relevant stakeholders and, through a full understanding of the council’s aims ambitions and infrastructure delivery programme, identify the costs and benefits of creating the Intelligence Hub as envisaged; produce the Business Case.

The provider will draw on best practice elsewhere to produce a costed proposal or options for:

* the co-location of the above named systems from their current disbursed back office location to a single central location on the Tickfield site
* the ability to communally host data sets produced by these systems including the provision of a data warehouse and data analytics tool with the ability to ‘punch out’ open data sets

**Contract Period**

The contract shall operate for a period of approximately four weeks with an anticipated commencement date on 1st February 2017.

Interested suppliers should note that this tender is being run electronically through the Council’s *e*Tendering system – Due North.

Respondents to this advert who are interested in applying are required to register on the Due North etendering system and complete the Suitability Questionnaire and supporting Tender Documentation as instructed in the accompanying Guidance notes.

To access and register your company on Due North, click on the following link: <https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

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| Once you have registered ensure that you include the Due North category code 72221000 (Business analysis consultancy services), 73000000 (Research and development services and related consultancy services), 73200000 (Research and development consultancy services), 73210000 (Research consultancy services) and 73220000 (Development consultancy services). |  |

You should then be able to search the opportunity and access the documents to complete and submit your application.

The deadline for submitting your responses to the Suitability Questionnaire and Tender Documentation is **4pm on Friday 6th January 2017**.

If you have any queries regarding the tender, please contact the Tender Manager using the message facility in Due North. If you have any difficulties accessing Due North or any other system-related queries, please contact the support team by email: [procurementops@southend.gov.uk](mailto:procurementops@southend.gov.uk).