FCS Software

Pricing Document

CommitteesPro

Version 1.0.0

1. CommitteesPro Pricing

1.1. Pricing Breakdown

All pricing is exclusive of VAT.

Early adopter pricing is available until December 31st 2026 for any sites onboarding the full CommitteesPro system. The discount is 25% off the annual fees (product suite, hosting and tablet app) for the term of the call-off contract with the onboarding services also subject to a 25% discount.

Service Description	Cost
CommitteesPro Product Suite CommitteesPro Product Suite for a local authority or combined authority. Including: • Meeting Management (agendas, minutes, decisions) • Member Profiles (including register of interests, declaration, etc) • Forward / Business plans • Report management (submission, review and sign-off) • Public facing microsite (branded in Council style) • Access to CommitteesPro API for integration Includes: **CommitteesPro Support and Maintenance** Annual support package including the following support options. • Telephone support • Ticket based email support • Remote Support (Teams etc.)	**£10,000**
CommitteesPro Hosting Hosting of the CommitteesPro platform based on the following: • Azure Hosting • UK South • Entra ID / Google SSO Note: Recommended tier model will be based on size of authority and number of admin users. Standard Tier Premium Tier Premium Plus Tier	 **£10,000** **£15,000** **£20,000**
CommitteesPro Onboarding	**£6,000**

Initial set up and configuration including: • Project planning • Data conversion • Hosting services setup • Template creation • Website branding • Initial user training	
Data Migration Data migration costs will be based on the quantity of documents migrated (agendas, minutes and decisions). All quotes provided will be based on the day rates as set out in the SIA rate card.	**TBC**
Paperless Meeting Application The CommitteesPro paperless meeting app allows for viewing and annotation of meeting papers as well as access to both public and private meeting packs.	**£3,000**

1.2. Pricing Breakdown (Report Management System)

The CommitteesPro report management module is also available as a standalone system.

All pricing is exclusive of VAT.

Service Description	**Cost**
CommitteesPro Report Management System CommitteesPro Report Management System for a local authority or combined authority. Including: • Custom report workflows for review and sign off of all reports • Officer decision submission (with sign-off workflow if required) • Member decision submission (with sign-off workflow if required) • Sharepoint integration to allow for officer report collaboration • Entra ID integration (tracking out of office and leavers) • Automation tools for creation of documents and emails • Drag and drop workflow creation • External stakeholder sign off and review options • Email and Teams app notifications Includes: **CommitteesPro Report Management Support and Maintenance** Annual support package including the following support options.	**£3,000**

• Telephone support • Ticket based email support • Remote Support (Teams etc.)	
CommitteesPro Hosting Hosting of the CommitteesPro Report Management platform based on the following: • Azure Hosting • UK South • Entra ID / Google SSO Note: Recommended tier model will be based on size of authority and number of admin users. Standard Tier Premium Tier Premium Plus Tier	 **£4,000** **£6,000** **£8,000**
CommitteesPro Report Management Onboarding Initial set up and configuration including: • Project planning • Workflow creation • Hosting services setup • Template creation • Initial user training	**£3,000**

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Skills for the Information Age (SFIA) Rate Card

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2. Skills for the Information Age (SFIA) Rate Card

	Strategy and architecture	Business change	Solution development & implementation	Procurement and management support	Client interface
1. Follow	£625	£625	£625	£625	£625
2. Assist	£725	£725	£725	£725	£725
3. Apply	£850	£850	£850	£850	£850
4. Enable	£975	£975	£975	£975	£975
5. Ensure or advise	£1,125	£1,125	£1,125	£1,125	£1,125
6. Initiate or influence	£1,250	£1,250	£1,250	£1,250	£1,250
7. Set strategy or inspire	£1,400	£1,400	£1,400	£1,400	£1,400

Standards for consultancy day rate cards

Consultant's working day - 7.5 hours exclusive of travel and lunch

Working week – Monday to Friday (excluding national holidays)

Office Hours – 9am to 5pm Monday to Friday

Travel, mileage subsistence – payable as incurred

Mileage – payable as incurred

Professional indemnity insurance – included in day rate