FOI number: **HBC_FOI_2019020**
Date FOI Received: **08/01/2019**
Department: **Information Digital Services**
Title: **Software systems**
Description: **Details of software used for Project Management, Risk Management, Performance Management and Freedom of Information recording and tracking including costs and replacement.**

Request: *(As Redacted sent by requestor)*

Dear Hertsmere Borough Council,

Freedom of Information request - Software Systems

1. What Software Systems are currently used by the Council (please identify each system if more than one is used) for:
•Programme and / or Project management?
•Risk Management recording and reporting •Performance Management reporting •Freedom of Information recording and tracking

2. When do the contracts expire for each software system used?

3. Do you have any planned changes or upgrades of the software currently used? If so, when?

4. How much does each system cost including both the initial licence fee and the annual charge?

5. If you do not have a system how are programmes and projects managed currently?

6. How (which procurement route or framework) was the contract initially tendered and when was this tender awarded?

7. If no software or tendered contract is in place currently are you considering tendering or purchasing further software within the next 12 months? If so via which procurement route or framework would you be using?

8. How many users / licenses for each system have you purchased for each system?

9. Who is the person responsible for the identified Software Systems? Please provide full name, title and contact information if possible.

Yours faithfully,

Response: *(Response as Redacted sent by service)*

1. What Software Systems are currently used by the Council (please identify each system if more than one is used) for:
•Programme and / or Project management?
        Microsoft Project
•Risk Management recording and reporting

Microsoft Excel and Word
•Performance Management reporting
Ideagen Pentana Performance
•Freedom of Information recording and tracking
Microsoft Excel
2. When do the contracts expire for each software system used?
Microsoft products purchased through an Enterprise Agreement that expirers October 2019.
Ideagen Pentana renewed annually next renewal date 1st September 2019.
3. Do you have any planned changes or upgrades of the software currently used? If so, when?
No
4. How much does each system cost including both the initial licence fee and the annual charge?
Microsoft products; Project £110 per licence pa, Office £40 per licence pa
Ideagen Pentana £11,000 pa subscription.
5. If you do not have a system how are programmes and projects managed currently?
N/A
6. How (which procurement route or framework) was the contract initially tendered and when was this tender awarded?
Microsoft Enterprise agreement, OUJ, 1st November 2016
Ideagen Pentana, renewed annually, next renewal 1st September 2019.
7. If no software or tendered contract is in place currently are you considering tendering or purchasing further software within the next 12 months? If so via which procurement route or framework would you be using?
No
8. How many users / licenses for each system have you purchased for each system?
Microsoft Project 4, Microsoft Office 350
9. Who is the person responsible for the identified Software Systems? Please provide full name, title and contact information if possible.
John Robinson
Information and Digital Services Manager
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If you have any queries about the processing of your request then please do not hesitate to contact me. Further information explaining the Council's process for responding to information requests together with a complaints/appeals procedure is available in our reception or via our website at:

https://www.hertsmere.gov.uk/Your-Council/Official-Publications--Guides--Policies/Access-to-Information.aspx

The Information Commissioner oversees the application of the Freedom of Information Act. You may contact the Information Commissioner at:

Information Commissioners Office
Wycliffe House, Water Lane
Wilmslow
Cheshire   SK9 5AF
Telephone: 01625 545700

Website: www.informationcommissioner.gov.uk

Please include the above reference number on all correspondence related to this request.

Thank you for your request.

Kind regards
Information Services