Mr A Clarke
request-542888-
48be3776@whatdotheyknow.com

| | | | |
|---|---|---|---|
| *Enquiries to* | Information Governance Team | *My reference* | FOI 15227 |
| *Direct Line* | 01962 847374 | *Your reference* | |
| *Date* | 25 January 2019 | *E-mail* | foi@hants.gov.uk |

Dear Mr Clarke

## Information Request

With reference to your email received 9 January 2019 in which you are requesting the following information:

*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?*
*   Performance Management reporting*

Corporately we use Microsoft Project.  Our IT also utilise Project Online.

*•      Risk Management recording and reporting*

JCAD Lite

*•      Freedom of Information recording and tracking*

Access Database – managed in-house.

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

These are annual subscriptions purchased through our Microsoft Enterprise Agreement, which expires on 31$^{st}$ December 2020.

**Barbara Beardwell  MA Solicitor**

*Head of Law & Governance and Monitoring Officer*

**John Coughlan CBE**

*Chief Executive*

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

No. This is cloud software, so we cannot plan upgrades.

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

Microsoft Project Premium:             £358.56 per user per annum
Microsoft Project Online Professional:     £166.32 per user per annum
Both are subscription licences (i.e. no initial licence fee)

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

MS Office packages for performance, projects are dependent on each time.

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

Tendered via the Kent County Supplies/Central Buying Consortium Software Products and Associated Services Framework Y17003. The tender was awarded in November 2016.

*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 licences are subscription licences purchased as demand requires with annual true-up adjustments. At present we have 43 Project Online Premium and 773 Project Online Professional users.

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

Hampshire County Council's practice is to direct all initial enquiries through its central points of contact. This allows us to ensure that all calls and emails from the public can be handled efficiently in order that callers are provided with the most effective service.

The arrangements for contacting us are published on the "Contact Us" page of our website: http://www3.hants.gov.uk/contactus/

Yours sincerely

Amanda Godridge
Senior Information Governance Officer

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within 40 working days of receiving our response, and should be addressed to Head of Information Compliance, Corporate Services, The Castle, Winchester, SO23 8UJ or emailed to foi@hants.gov.uk.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner at the following address. Information Commissioners Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.