

Record of operational decision

Decision title:	To purchase and install Microsoft PowerBI
Date of decision:	14 July 2021
Decision maker:	Assistant Director Corporate Support
Authority for delegated decision:	Herefordshire Council's Constitution Scheme of Delegation, Part 3: Section 7 – Officer Functions: 3.7.5 Operational decisions. Part 4: Section 7 – Financial Procedure Rules Chief Executive Scheme of Delegation – Updated 7 June 2021 SA91
Ward:	Countywide
Consultation:	None required
Decision made:	Procure and install the Microsoft PowerBI platform at a cost of £102,116.70, for a 3 year period.
Reasons for decision:	<p>In support of the council's Delivery Plan objective CO0.2 - <i>Improve the capacity and capability of data management and use of systems to drive efficiencies and maximise user experience</i>, the council will procure the Microsoft PowerBI platform. This will improve the access, and understanding of data within the council, in order to support improved decision making. The new platform will also support better use of the existing analytical staff capacity, through the improved efficiency in report production.</p> <p>A more detailed business case embedded below.</p> <p>This cost is made up of: annual licencing costs for up to 50 users - £8,445 (50 ppl* £56.30* 3yrs) PowerBI Premium licence – £87,521.70 (29173.90*3) Hoople IT engineering evaluation £3,550 Hoople IT web-team evaluation £2,600 (Costs exclude VAT)</p> <p>* Further server costs may be incurred following the evaluation period of 180 days by Hoople IT, in order to provide additional resilience, back-up capacity and to support publishing outputs to the council's webpages.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>The council fails to maximise use of the system.</p> <ul style="list-style-type: none"> • Training will be provided • Additional staff support available through various local networks • Programme of utilisation in development within Business Intelligence Team <p>Risk of challenge on system choice.</p> <ul style="list-style-type: none"> • Analysis has been done on alternative systems, PowerBI is best fit for council, (see embedded business case above) • This is simply procuring the IT system, and no support for installation outside of the councils IT supplier.

	<p>Additional costs associated with the system roll out</p> <ul style="list-style-type: none"> • Additional budget for investment in the councils use of data available • Regular oversight of costs
Details of any alternative options considered and rejected:	As per business case above, alternative systems have been explored, but PowerBI provided the best fit for Herefordshire Council.
Details of any declarations of interest made:	None applicable

Signed..... Date: 14 July 2021