

**Working together to create a borough of opportunity
Predictive Equality Impact Assessment (PEIA)
FOR ALL COUNCIL DECISIONS ONLY**



Title of report or proposal:

Microsoft Licensing

Describe in full the aims, objectives and purpose of the proposal, including desired outcomes:

Microsoft has established that the council is not fully licensed for all the MS software it uses. In order to remedy this situation H&F either needs to pay for the remaining licences or change the licensing model to that of subscription rather than per device perpetual licences. The latter route is recommended as being more cost effective.

It is recommended the Council enters into a agreement with H&F Bridge Partnership to take out a Microsoft Enterprise Agreement Subscription contract from October 2009 for three years at a cost of £349,406 and which can be optionally extended on an annual basis up to 5 years.

Should this paper not be agreed it September then an additional 25% will be added to the cost as the time limited offer from Microsoft will expire.

Department:

FCS

Officer Responsible: *(to be completed by the report author)*

Jackie Hudson jackie.hudson@lbhf.gov.uk ext 2946

(Signature, Print Name, Contact Number and Email Address)

Opportunities Manager: *(to be completed by the Opportunities Manager)*

Signed off by Jacqueline Moses on **12/08/09** Email PEIA@lbhf.gov.uk Tel 020 8753 1866

PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. Who are the main people that this decision will affect?

Council staff

2. Identify the risks that could prevent the planned outcomes

The only risk is that if the report is not signed in time the cost to the council will be 25% higher.

3. Could the proposal have a positive impact on **a) race b) disability c) gender d) sexual orientation e) age f) belief system groups**? (Please provide evidence e.g. user feedback, complaints, monitoring?)

a) b) c) d) e) f) No, this is exactly as now

4. Could the proposal have a differential negative impact on **a) race b) disability c) gender d) sexual orientation e) age f) belief system groups**? (Please provide evidence e.g. user feedback, complaints, monitoring,?)

a) b) c) d) e) f) No

5. Could the proposal have any differential impact (either positive, negative or neutral) on the health outcomes of the local population? Please provide details.

No

6. Can any differential negative impact of the decision be justified?

7. If you have undertaken any internal/ external research or consultation(s) please list these below:

Staff have been using Microsoft software of this kind for a significant time

8. Do you need to undertake any further consultation? If so, what and with whom?

No

9. If any differential negative impact is predicted, what actions are you planning to implement which would help lessen any adverse impact? Please give details.

N/A

PLEASE EMAIL COMPLETED FORM TO PEIA@lbhf.gov.uk

**Contact: Equalities & Diversity Officer, 020 8753 1866
London Borough of Hammersmith & Fulham**