

## MUNICIPAL YEAR 2016/2017 REPORT NO.

### ACTION TO BE TAKEN UNDER DELEGATED AUTHORITY

**OPERATIONAL DECISION OF:**  
Director – Regeneration and  
Environment

<b>Agenda – Part: 1</b>	<b>KD Num: 4399</b>
<b>Subject:</b>  <b>Purchase of 6 Replacement 7.5t Tipper Vehicles</b>	
<b>Wards: All</b>	

### Contact officer and telephone number:

John Hole Fleet Operations Manager  
0208 379 5296

**E mail:** john.hole@enfield.gov.uk

## 1. EXECUTIVE SUMMARY

- 1.1 This report seeks approval for the purchase of 6 x 7.5t Gross Vehicle Mass ("GVM") base vehicles and subsequent conversion to the agreed specification for the Council's Street Scene Fly-Tipping and Housing Teams.
- 1.2 An approved framework for both the purchase (Crown Commercial Services Vehicle Purchase Framework RM1070 – ("Framework")) and the conversion (The Procurement Partnership Ltd.) of the vehicles will be used to procure vehicles. The vehicles will be funded from the internal leasing fund "Vehicle & Parks Equipment Replacement Reserve (94729)". The vehicles will have an asset life of 7 years with the first 3 years being covered by warranty from the vehicle convertor. The maintenance of the vehicles and equipment will be taken on by the Council's fleet department.

## 2. RECOMMENDATIONS

That the Director – Regeneration & Environment:

- 2.1 Authorises the purchase of the 6 x 7.5t GVM base vehicles through the internal leasing fund Vehicle & Parks Equipment Replacement Reserve (94729 – in the sum of £291,600) and to note that this will enable the vehicles to be provided for conversion to the agreed specification for both the Street Scenes Fly Tipping (x5) and the Enfield Council Housing Teams (x1).
- 2.2 Notes that the current 6 vehicles (3 x 5t and 3 x 7.5t GVM) will all be returned to the contract hire companies and replaced by 7.5t GVM vehicles.

### **3. BACKGROUND**

- 3.1 The Fly Tipping and Enfield Council Housing teams are currently budgeted for 5 and 1 vehicles, respectively. The current fleet of 6 vehicles are provided by contract hire from 2 different suppliers and are now past their prime lease period and are in extension. The vehicles are beginning to show signs of increased down time and the suppliers are looking to remove the current vehicles from service due to increased cost of maintenance.
- 3.2 The current method for repairing faults is to report the fault to the vehicle provider and then await their engineer to visit to repair the fault. This is normally 24 / 36 hours after the fault has been reported. This delay results in a reduction of both teams' productivity.
- 3.3 The vehicles will be funded from the internal leasing fund "Vehicle & Parks Equipment Replacement Reserve (94729)". An approved framework for both the purchase of the base vehicles (i.e. chassis) (Crown Commercial Services Vehicle Purchase Framework RM1070 – ("Framework") and the conversion to the agreed specification for the Council's Street Scene Fly-Tipping and Housing Teams (The Procurement Partnership Ltd.) of the vehicles will be used. The base vehicles will be procured by direct award under the Framework. Both of these have had the appropriate due diligence undertaken by the Council's Corporate Procurement Team. Further, the procured vehicles will be compliant with any extension to the London Ultra Low Emission Zone.
- 3.4 By procuring the vehicles with warranties from both the vehicle base manufacturer and the convertor will greatly reduce the exposure of the Council to repair costs. Furthermore, through moving the new vehicles to internal maintenance the fleet department will be able to offer timely support reducing vehicle downtime.
- 3.5 The business case demonstrates the reduction in cost to be achieved by moving to an asset purchase model against the continued contract hire of the 6 vehicles. The expected savings to be delivered by this method of procurement is £162k over the 7 year life of the assets. The cost of internal maintenance has been taken into consideration when calculating these savings which have been reviewed and approved by the fleet department finance manager.

### **4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 Continue with the present position of contract leasing the current vehicles. However, this is likely to lead to increased downtime resulting in a subsequent loss of service provision by the respective teams.
- 4.2 Enter into a replacement lease agreement via competitive tender for the same number of vehicles all at 7.5t GVM. However, the calculations show that is not the most cost effective method of providing these vehicles and would not represent Value For Money for the Council over the life of the vehicle.

## **5. REASONS FOR RECOMMENDATIONS**

The expected savings to be delivered by this method of procurement is £162k over the 7-year life of the assets. The cost of internal maintenance has been taken in to consideration when calculating these savings which have been reviewed and approved by the fleet department finance manager. Further, this will provide the Street Scene Fly-Tipping and Enfield Council Housing teams with 7.5t GVM vehicles that will enable them to deliver their services with increased efficiency. The larger vehicles will increase the payload allowing for a reduction in the number of trips to the Waste Transfer Station, significantly reducing the crew's downtime.

## **6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES, AND OTHER DEPARTMENTS**

### **6.1 Financial Implications**

- 6.1.1 As per the table below, the estimated annual average saving over the 7 years is: £19,810 (excluding the disposal income, which is treated as Capital receipt; as per the Council's Finance Regulation).
- 6.1.2 A £50k saving target is already reported in the MTFP linked to the replacement of cage tippers in 2018/19. The review of the replacement of other Street Scene and Parks tippers from contract hire to outright purchase using the leasing fund is already in progress.
- 6.1.3 The total cost of the 7.5t Tipper vehicle replacement is  $£48,600 \times 6 = £291,600$ , this will be funded from the internal leasing fund "Vehicle & Parks Equipment Replacement Reserve (94729)". The total cost is including the base vehicles cost and subsequent conversion to the agreed specification for the Council's Street Scene Fly-Tipping and Enfield Council Housing Teams.
- 6.1.4 As shown in the table below an outright purchase using the internal leasing funding method provides a better value for money; compared to the external contract hire cost.

<b>7.5t Caged with Tipper and tail lift</b>									
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Total
<b>Purchase cost</b>	<b>£48,600</b>								
Contribution to Internal Leasing Fund		£7,704	£7,704	£7,704	£7,704	£7,704	£7,704	£7,704	£53,928
Estimated Routine Maintenance Cost (that would normally be done by the contract hire company and is built into the hire rate)		£900	£900	£1,200	£1,200	£1,200	£1,200	£1,200	£7,800
Disposal Income								-£4,000	-£4,000
<b>Total</b>		<b>£8,604</b>	<b>£8,604</b>	<b>£8,904</b>	<b>£8,904</b>	<b>£8,904</b>	<b>£8,904</b>	<b>£4,904</b>	<b>£57,728</b>
<b>Total Number of Vehicles</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Grand Total Outright Purchase</b>		<b>£51,624</b>	<b>£51,624</b>	<b>£53,424</b>	<b>£53,424</b>	<b>£53,424</b>	<b>£53,424</b>	<b>£29,424</b>	<b>£346,368</b>
<b>Grand Total (Contract Hire)</b>		<b>£72,720</b>	<b>£72,720</b>	<b>£72,720</b>	<b>£72,720</b>	<b>£72,720</b>	<b>£72,720</b>	<b>£72,720</b>	<b>£509,040</b>
<b>total saving realised by replacing 3 x 5.0t and 3 x 7.5t with 6 x 7.5t caged tipper &amp; t/lift</b>		<b>£21,096</b>	<b>£21,096</b>	<b>£19,296</b>	<b>£19,296</b>	<b>£19,296</b>	<b>£19,296</b>	<b>£43,296</b>	<b>£162,672</b>
<b>Excluding Disposal Income The Saving Is &gt;&gt;&gt;</b>		<b>£21,096</b>	<b>£21,096</b>	<b>£19,296</b>	<b>£19,296</b>	<b>£19,296</b>	<b>£19,296</b>	<b>£19,296</b>	<b>£138,672</b>

6.1.5 The total annual contribution to the internal leasing fund (Vehicle & Parks Equipment Replacement Reserve - 94729) is £7,704\*6= £46,224, this will be funded from the Street Scene Cost Centre (ES1107). And an appropriate recharge is made to Enfield Council Housing Team, which is already built in the Street Scene budget).

6.1.6 The internal leasing fund is designed in such a way that when the vehicles are due for replacement at the end of their assets life, there would be sufficient contributions made over the life of the assets to fund the asset replacements when they fall due.

## 6.2 Legal Implications

6.2.1 Section 111 of the Local Government Act 1972 gives a local authority power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions. The services from the companies detailed within this Report are incidental to the functions of the Council's departments and are intended to help ensure an effective service to the Council.

6.2.2 The Council also has a general power of competence in section 1(1) of the Localism Act 2011. This states that a local authority has the power to do anything that individuals generally may do, provided it is not prohibited by legislation.

6.2.3 The Council proposes to enter into a call off contract with DAF UK in accordance with the Framework. The Council must ensure it complies with the direct award "rules" of the Framework.

6.2.4 The Council's Constitution, in particular the Contract Procedure Rules ("CPR's") permit the Council to call-off from an existing framework as long as the framework terms permit such. The Council's Procurement Department has conducted due diligence on the use of the Framework, and is satisfied that the Council may procure such services, in accordance with the Framework.

- 6.2.5 The Council must also adhere to the Duty of Best Value and must consider this duty in the manner in which the products and services are provided, in accordance with the Local Government Act 1999.
- 6.2.6 Pursuant to CPR 21, for every contract exceeding £250,000 the Council is required to obtain a performance bond or a parent company guarantee unless the relevant Service Director and the Director Finance, Resources & Customer Services deems this unnecessary.
- 6.2.7 As the contract value exceeds £250,000 this is a Key Decision and the Council must comply with the Key Decision procedure. It has been confirmed that approval from the Procurement & Commissioning Board has been obtained (formerly Strategic Procurement Board).
- 6.2.8 The terms of the resultant contract(s) (and all ancillary documentation where relevant) must be in accordance with the Framework and call off terms must be reviewed and approved by the Assistant Director of Legal & Governance Services.

### **6.3 Property Implications**

None.

### **6.4 Procurement Implications**

- 6.4.1 In utilising the Framework, it is essential that the procurement follows the framework process to remain compliant.
- 6.4.2 Where a90 framework offers the option of a direct award or running a mini-competition, the procurement should utilise the mini-competition option unless there is evidence that the direct award will deliver the same value for money.
- 6.4.3 As this procurement is for the delivery of goods, a performance bond will add no value to the procurement process (and may add cost) and therefore a waiver from this CPR requirement should be sought (see 6.2.6).

## **7 KEY RISKS**

The key risk to the Council is an increase of vehicle down time by continuing to extend the current lease agreement and an increase in costs as the service will need to hire additional vehicles to cover these vehicles. This will lead to a reduction of service delivery by the respective teams and an adverse public perception of the Council.

## **8 IMPACT ON COUNCIL PRIORITIES**

### **8.1 Fairness for All**

By providing the replacement vehicles both the Fly Tipping and Housing Teams will enable them to operate effectively for those people who live, work or travel in the Borough of Enfield.

## **8.2 Growth and Sustainability**

By using proven vehicle convertors the vehicles will be available for duties for greater periods thus enabling the Council to provide these services on a more regular basis.

## **8.3 Strong Communities**

By using the 7.5t GVM vehicles the teams can remain on task longer rather than disrupt their working day by trips to the waste transfer station.

## **9 EQUALITY IMPACT IMPLICATIONS**

Corporate advice has been sought in regard to equalities and an agreement has been reached that an equalities impact assessment is neither relevant nor proportionate for the approval of this report.

## **10 PERFORMANCE MANAGEMENT IMPLICATIONS**

None

## **11 HEALTH AND SAFETY IMPLICATIONS**

The vehicles meet all current H&S and EU regulations. All drivers will have induction training as part of the contract and all workshop technicians will have training on the maintenance of the vehicle and steam pressure equipment.

## **12. PUBLIC HEALTH IMPLICATIONS**

Fly-tipping generates a sense of decay and degeneration impacting on mental health and feelings of well-being. Securing the Council's ability to reduce fly-tipping is therefore a useful addition to public health.

## **Background Papers**

None

## MUNICIPAL YEAR 2015/2016 REPORT NO.

### DAR DECISION

James Rolfe  
Director of Finance,  
Resources and Customer  
Services

### REPORT OF:

Director of Finance,  
Resources and Customer  
Services

**Agenda – Part: 1**

**Item:**

### Subject:

**Phase 2b - Microsoft Power BI  
Implementation**

Key Decision Number: KD4391

### Cabinet Member consulted:

~~Cllr Lemonides~~

### Contact officer and telephone number:

Angela Wadsworth

Telephone: 020 8379 3289

Email: [Angela.Wadsworth@enfield.gov.uk](mailto:Angela.Wadsworth@enfield.gov.uk)

## 1. EXECUTIVE SUMMARY

- 1.1. Following a DAR signed on the 29 February 2016 by the Director – Finance, Resources & Customer Services the Council placed a direct award for a contract via the G-Cloud Framework 6 (the “Framework”) after a search of suppliers on the CCS Digital Market Place database (the “Database”).
- 1.2. In the above DAR it was recommended that the Council proceed with the direct award to Itelligent-i under the Framework, to deliver a Microsoft Power BI strategy, roadmap and first phase of implementation in HHASC (“Phase 1”). Itelligent-i started on site on 09 March 2016 and have continued since then to support in the delivery of the Council’s Business Intelligence (BI) Programme designed to meet the data needs of users at all levels, improve statutory business reporting and implement data governance across the whole organisation.
- 1.3. At the Strategic Delivery Board (“SDB”) on 21 July 2016 it was recognised that the continued delivery of Microsoft Power BI across the Council is likely to take up to 3 years with an estimated additional cost of £1.4m and it was agreed that this will be achieved by discrete phases, probably three, during this period. The first of these phases approved by SDB (21/08/16) known as (Phase 2a) has since been delivered and this DAR (Phase 2b) relates to the second of the three phases.
- 1.4. This DAR details the scope of the work, resource requirements and associated costs to provide the Council with the continued support for the Power BI programme and associated work streams for a period from 1 January 2017 until the end 30 June 2017.
- 1.5. The Council wishes to directly award a contract via the G-Cloud Framework 6 (the “Framework”) following a search of suppliers on the CCS Digital Market Place database (the “Database”). Direct award is permissible under the Framework (RM RM1557vi, Lot 4 Specialist Cloud Service) where a search has been conducted on the Database, and a single supplier is returned on the search.
- 1.6. It is recommended that the Council proceed with the direct award to Itelligent-i under the Framework, to provide the continued support for the development of the data warehouse components of the Power BI project.

## **2. RECOMMENDATIONS**

### **2.1 That the Director of Finance, Resources and Customer Services:**

2.1.1 Approves the award of contract to Itelligent-i for the period of 1 January 2017 – 30 June 2017 for the continued implementation of Microsoft Power BI and further authorises release of funding as more particularly described in the Part 2 Reporting order to deliver Phase 2b of the project (as agreed at Strategic Delivery Board on 21 July 2016)

2.1.2 Authorises release of funding as more particularly described in the Part 2 Report for an LBE Project Manager, Technical Architecture and Technical Consultant resource for delivery of Phase 2b

## **3. BACKGROUND**

3.1 The desired outcome of the BI programme is to enable the Council to function with greater efficiency and become a data-led organisation where managers will use data effectively in their decision making process. Employees will have appropriate self-service access to a range of data dashboards and reports to support self-service using a single source of data.

3.2 To date working with Itelligent-i the following have been delivered: the data warehouse infrastructure, data from Carefirst and Liquid Logic has been brought into the data warehouse, the creation of BI strategy, roadmap and a review that has identified the current issues and requirements the Council has in relation to delivering Business Intelligence across the whole organisation.

3.3 To achieve the Council's ambition for BI an extended programme of work is required and this was approved by SDB on 21/08/16. Outlined below are the achievements to date(Phase 2a) and the key areas of focus and deliverables for this phase (Phase 2b),planned to run from 1 January 2017 to the end of June 2017 that will result in a newly designed internal team developing the skills to enable them to support Power BI once Itelligent-i has completed their specialist work.

### **3.4 Delivered to date (Phase 2a)**

3.4.1 The data warehouse infrastructure has been developed in the live environment and provides the infrastructure into which the Council will be able to deliver data and reporting from its key business systems.

3.4.2 A new design for the structure and working practices of the Data and Management Information Reporting hub team has been created to ensure it will be able to resource and deliver the required schedule of work that will result from the move to Microsoft Power BI.

3.4.3 There has been developments to ensure the automation of the agreed Statutory returns and business critical activities can be achieved once the data from the key systems has been brought into the data warehouse.



3.4.4 An automated suite of Power BI reports and dashboards from Dynamics CRM publishing aggregated information about Enfield Connect account holders, daily active usage of the platform and profiling access channel data to assess channel shift.

3.4.5 The summary of the work completed in Phase 2a is as follows:

Workstream	Deliverable	Date
Infrastructure & Governance	Data warehouse infrastructure in the Enfield live environment	November 2016
People and Process	Work schedule for Data team Restructure plan	November 2016 In progress
BI delivery	Ongoing delivery of statutory & business critical reporting from the live data warehouse. Delivery & resource plan for longer term project	November 2016
CRM	Automated BI reporting to replace current reporting suite. Linked directly to CRM (to be transferred to data warehouse in subsequent phase)	November 2016

### 3.4.6 Delivery for Phase 2b

To deliver Power BI in entirety 17 workstreams have been identified and Phase 2b will deliver the 5 key workstreams as outlined below:

**Deliverables for Microsoft Power BI implementation Phase 2b - 01 January to 30 June 2017**

Workstream	Title	Description and milestones	
WS3	Data Management Implementation	1. Data Management team structure agreed 2. Job roles created and recruitment enabled 3. Design and implementation of data management processes 4. On-going support for each development phase of the data warehouse	Feb 2017 Feb 2017 March 2017 Ongoing
WS4	Ways of Working	1. New work prioritisation and management processes developed for the Data & MI hub 2. BI release processes developed and followed for all Power BI outputs 3. Azure Data Catalog implemented and ownership taken on the new Data Management function 4. Business partnering approach developed and implemented	Mar 2017 Apr 2017 May 2017 May 2017
WS5	Statutory Returns	1. All required data from systems for Statutory Returns, structured in data warehouse 2. Automation of Statutory Returns for Children's Social Care x 3 3. Automation of Statutory Returns for Adult Social Care x 9 4. Automation of Statutory Returns for Housing x 3 5. Automation of Statutory Returns for Education (school census) x 5 6. Automation of Statutory Returns for Regeneration & Environment (Business) x 4 7. Automation of Statutory Returns for HR x 1	July 2017 Feb 2017 May 2017 Mar 2017 May 2017 Jun 2017 Jul 2017
WS8	SCS - Children's Services	1. Business Critical reporting complete for Children's Services 2. Completion of additional BI reporting requirements for Referrals and Assessments	Mar 2017 May 2017
WS9	HHASC	1. Business critical reporting complete for ASC 2. Business critical reporting complete for Temporary Accommodation	Jun 2017 Jun 2017

## 4. ENFIELD'S BUSINESS NEEDS

4.1 The Council requires a management reporting capability that will provide greater oversight and analysis of management information and

support the automated delivery of KPI reporting, allowing managers to quickly understand and interrogate data from a range of sources within and outside the Council. This will support service planning to be more joined up with other delivery agencies, more aligned to local need and less arduous to develop. The tool is integral in moving Enfield from reactive performance reporting to proactive performance improvement and redesign through a new level of insight.

- 4.2 Power BI is essential in stabilising the new 'centre of excellence' based operating model introduced in 2016/17 which released significant cashable savings across the council through centralisation of support staff and managers working in data, intelligence and reporting functions.

**4.3 Some of the key facts that illustrate why a new approach is required include:**

- 4.3.1 Over 50% of resource involved in using data is spent manually cleansing and manipulating. Financially this equates to over £640k per annum for the Data and MI Team and Performance Management Team combined.
- 4.3.2 Statutory returns and FOIs equate to 60% of Data and MI resource. Financially this equates to approx. £530k per annum
- 4.3.3 35 statutory returns account for 50% of Data and MI resource. The returns are submitted and published 69 times a year.
- 4.3.4 163 Freedom of information requests have been received in the last 12 months by the Data and MI Hub.
- 4.3.5 Less than 1 in 5 BI requirements that were gathered from departments and hubs during the Business Intelligence review are currently being delivered by the Data and Information Management reporting hub.
- 4.3.6 Over 2,000 performance measures are reported to the organisation on a routine basis, accounting for 15% of Data and MI resource, before any performance analysis is possible.

**5 ANALYSIS OF THE SOFTWARE OPTIONS AVAILABLE**

- 5.1 Having made good progress in Phases 1 and 2a and delivered some proof of concept Performance Indicator dashboards it now makes business sense to continue to develop the data warehouse and Microsoft Power BI reporting.

**6 ALTERNATIVE OPTIONS CONSIDERED**

- 6.1 The following options were considered:
- 6.2 **Option 1- Do nothing** – this would mean that all the work to date would be wasted and that rather than providing management information from a single source it will continue, as now, to be a manual operation with information extracted from systems and fed into Covalent for reporting purposes with continued resourcing implications.

Services and Departments do not <sup>will</sup> currently have the oversight of management information that they need to make operational and strategic decisions.

6.3 **Option 2- Internal Data team to lead on the development of Power BI dashboards.** This would mean having to release already stretched resource from the Data team and train them before they would be able to take on this role. The implications of this are that the Council may not be able to fulfil its statutory reporting obligations and provide critical information to the business and would put at risk the current activity of this team in delivering KPI reporting.

6.4 **Option 3- Preferred option.** To agree to the funding from the ICT Implementation Capital budget of the approved Phase 2b delivery of Microsoft Power BI by Itelligent-i who will also transfer skills into the Council Data team to support a sustainable approach for the future. By phasing the work the Council will retain greater control and transparency of investment decisions and the impact of work delivered

## 7. REASONS FOR RECOMMENDATIONS

7.1 The development of the data warehouse will enable the Council to move toward its ambitions for a single view of data and management information that will support managers to understand service demand, cost and to plan for the future.

7.2 This is a fresh procurement exercise and although it is estimated to be a 2/3 year project costing £1.4m overall it is proposed that there will be three phases, and at the end of each the business case will be revisited and the performance of the vendor reassessed.

7.3 It is anticipated that the 3 phases will be delivered by the incumbent supplier Itelligent-i, because although other vendors implement Microsoft Power BI their methods of delivery vary significantly and there is a risk that changing delivery partner will result in significant delays, a duplication of work and additional cost. We have already had this experience following the exit of the previous supplier and the appointment of Itelligent-i when a period of due diligence was required.

7.4 Since they arrived on site on 9 March 2016 Itelligent-i has developed good working relationships in the Council and has met their agreed deliverables. They have a significant understanding of Microsoft Power BI for which they are able to provide expert advice and guidance and also bring their experience of working with and also directly in local authorities. They are therefore well placed to implement the data warehouse and support the Data team and Corporate IT to ensure that there is sustainability for the delivery of business intelligence on a scaleable cost effective technology platform, as well as supporting the cultural shift that will be required at the Council to optimise this major investment.

## **8. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES**

### **8.1 Financial Implications**

See Part 2 report

### **8.2 Legal Implications**

8.2.1 Section 111 of the Local Government Act 1972 ("LGA") gives a local authority power to do anything which is calculated to facilitate, or is conducive or incidental to the discharge of any of its functions and the Localism Act 2011 provides the Council power to do anything that individuals generally may do provided it is not prohibited by legislation and subject to Public Law principles. The proposals set out in this report are consistent with this power.

8.2.2 The Council's Constitution, in particular the Contract Procedure Rules ("CPR's") permit the Council to call-off from an existing framework as long as the framework terms permit such. The Council's Corporate Procurement Team is satisfied that the Council may procure the services, in accordance with the Framework. The Council previously procured the services for Phases 1 and 2a of the project, through a direct award process in accordance with the Framework rules and is simply repeating the process for this Phase 2b. The Framework requires the resulting call-off contract to be based on the Framework terms and the Council must ensure that it follows the rules of the Framework paying particular attention to any "direct award" rules and requirements.

8.2.3 The Council must ensure that the proposal from Itelligent-i for Phase 2b of the project continues to provide best value to the Council in accordance with its best value obligations under the Local Government Act 1999 and must keep a clear audit trail of its decision to award.

8.2.4 The proposed procurement approach and proposed award has been considered and approved by the Council's Corporate Procurement Team and the resulting call-off contract shall be drafted in accordance with the Framework and shall be in a form approved by the Assistant Director of Legal & Governance Services.

### **8.3 Property Implications**

N/A

#### **8.3.1 Procurement Implications**

All procurement should be undertaken in line with UK & EU regulations and the Councils CPR's.

All frameworks must be legally compliant and accessed under the rules of the framework provider to be compliant.

Proper governance and approval to commit to contract should also be followed under the council's governance and scheme of delegation.

## **9 KEY RISKS**

Microsoft Power BI is part of a substantial Council investment in the Microsoft Enterprise Agreement and additional productivity tools. It is being Implemented in the Council by Itelligent-i who have been recommended by Microsoft.

The risks identified to date that are being managed. They include:

- Allowing Council data to reside outside of the organisation. The mitigation for this risk is that Microsoft Power BI has been accredited to the Official ISO classification level. The Council will implement the appropriate security controls to ensure that the access to the data is secure and controlled.
- That once Itelligent-i are no longer working with Enfield Council the data warehouse and reporting from it will not be sustainable. The mitigation for this risk will be for the newly restructured Data team will, working alongside Itelligent-i, will develop the skills required to support Power BI in-house once the development phases are complete.
- That as a small company Itelligent-i may have conflicting resource issues while working with a number of other local authorities at the same time. This will be mitigated by an agreed plan of work and associated resource allocation with payments aligned to delivery.

Any system risks identified during the project implementation will be recorded, mitigated and reviewed on an ongoing basis.

## **10 IMPACT ON COUNCIL PRIORITIES**

### **10.2 Fairness for All**

N/A.

### **10.3 Growth and Sustainability**

N/A.

### **10.4 Strong Communities**

N/A.

## **11 PERFORMANCE MANAGEMENT IMPLICATIONS**

The use of a market leading BI tool will support the delivery of an effective automated reporting capability across the Council.

**12 HEALTH AND SAFETY IMPLICATIONS**

N/A

**13 PUBLIC HEALTH IMPLICATIONS**

N/A

**14 Background Papers**

None