

Officer Decision Record Template

ProfileTailor License Auditor

Following a recent License Audit from SAP it is recognised that it would be beneficial to have an accurate and detailed understanding of our SAP License holder's actual usage in SAP.

Having this information to hand would allow us to contrast and challenge the findings and license categorisations highlighted from the audit. SAP have set a deadline for us for agreeing to the content of the audit which now has imposed the requirement for an efficient response.

To help us achieve that we would like to procure the SAP License Optimisation packaged Service from Grey Monarch.

The cost of the one-off packaged service is £15,000

An outcome of this service will be: -

- Detect and Remove all duplicate and dormant user licenses across all systems;
- Identify underused licenses;
- Reclassify active user licenses to the minimum license classification they require to perform their job;
- Provide summary reports and detailed user-by-user reports to show clearly why each user has been reclassified according to a certain license type;
- Provide SAP Engine license usage versus our license agreement limits;
- Identify potential Indirect Access License Exposure;
- Provide us with subsequent access to the License Auditor intuitive web-based interface for us to create our own reports and do some of our own additional analysis - such as 'License Usage by Department';

Authority

Financial value within the authorisation remit of the Head of IT.

Decision Taken

To approve the procurement of the one-off service from Grey Monarch for their SAP License Optimisation packaged Service.

Date of Decision

11th December 2019

Elected Member Conflicts of Interest

No conflicts of interest or dispensations granted.

Signature
(Insert Officer name)

Sara Hydon (Head of IT – Service
Management)

Scan / email the completed form and appendices to the Council Governance Unit and keep the original on the project file