

INDIVIDUAL CABINET MEMBER DECISION

Microsoft Enterprise Agreement 2025

Report of Chief Officer - Resources

| PURPOSE OF REPORT | | | | |
|--|-------------------------------------|------------------|--------------------------|------------------------------|
| To secure the renewal of Microsoft Enterprise Agreement for 2025 – 2027 through the Crown Commercial Services framework. | | | | |
| Key Decision | <input checked="" type="checkbox"/> | Non-Key Decision | <input type="checkbox"/> | Referral from Cabinet Member |
| Date of notice of forthcoming key decision | 16.12.24. | | | |
| This report is public | | | | |

RECOMMENDATION

- (1) Renew Microsoft Enterprise Agreement contract for 2025 through to 2027

1.0 Introduction

- 1.1 The Council's licensing agreement with Microsoft is due for renewal in March 2025. Microsoft licenses support all the critical server infrastructure, workstations, and Office 365 subscriptions.
- 1.2 The new Enterprise Agreements covers the Council for the next 3 years.

2.0 Proposal Details

- 2.1 It is proposed that the Council enter into a new Enterprise Agreement with Microsoft.
- 2.2 The Agreement will be via a Microsoft Partner selected through a Crown Commercial Services aggregation process

3.0 Details of Consultation

- 3.1 N/A

4.0 Options and Options Analysis (including risk assessment)

| | Option 1: Renew Agreement | Option 2: Do not renew agreement |
|---------------|---|---|
| Advantages | The Council is covered on all critical licenses for infrastructure workstations and Office 365 subscriptions. | None |
| Disadvantages | None | Council can no longer provide services. Alternative provision for licenses or alternative software solutions would need to be found. |
| Risks | None | Council can no longer provide its services |

5.0 Officer Preferred Option (and comments)

5.1 The officer preferred option is Option 1, as this will ensure the continuation of vital ICT services.

6.0 Conclusion

6.1 It is the conclusion of the Officer that procurement of the Microsoft Enterprise Agreement via a Microsoft Partner selected through a Crown Commercial Services aggregation process is the most beneficial process and offers the greatest benefit to the Council.

RELATIONSHIP TO POLICY FRAMEWORK

The Microsoft Enterprise Agreement provides licences for critical server infrastructure, workstations, and Office 365. These licences support the delivery of the corporate priorities as they are used across the council and are vital for the delivery of frontline services

CONCLUSION OF IMPACT ASSESSMENT

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, HR, Sustainability and Rural Proofing)

N/A

LEGAL IMPLICATIONS

Legal have reviewed the contract and haven't identified any issues. A waiver to the contract procurement rules will need to be completed due to the value of the procurement.

FINANCIAL IMPLICATIONS

The total contract price is £1,050,000 for the three years and there is currently £1,073,400 in budget provision, split out evenly at £357,800 per year.

OTHER RESOURCE IMPLICATIONS

Human Resources:

N/A

Information Services:

N/A

Property:

N/A

Open Spaces:

N/A

SECTION 151 OFFICER'S COMMENTS

Procurement of the Microsoft Enterprise Agreement via a Microsoft Partner selected through a Crown Commercial Services aggregation process is the most beneficial process and offers the greatest benefit to the Council.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer understands that a waiver to the Council's Contract Procedure Rules is to be sought for this extension.

BACKGROUND PAPERS

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