

M365 Tenancy Mergers for 8 councils

REPORT TO; Robert Ling, Assistant Director, Technology & Change Management

DECISION DATE: 29th June 2022

SUPPORTING ANNEX; This report includes a supporting Annex which contains exempt information as described in paragraphs 1, 3 and 5 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

PROPOSED RECOMMENDATION

It is recommended that the Authority award a contract for the Microsoft 365 (M365) implementation partner from 1st July 2022 for approx. 18 months to transition the eight different installations and use of M365 into a single integrated service for the new authority by 1st April 2023.

BACKGROUND TO SUPPORT THE RECOMMENDATION

Each of the eight NYC authorities use M365 to varying degrees, providing some of the following functions: email, collaboration (teams), file sharing, SharePoint and business intelligence. To enable the new organisation to communicate and collaborate together as one council and have a common email address, the existing eight instances of M365 need to be merged together into one tenant for vesting day.

LEGAL AND GOVERNANCE COMPLIANCE

As per the Council's Procurement and Contract Procedure Rules, Rule 11 states;

11.1 Tenders for Contracts which exceed the UK Procurement Threshold shall be invited and awarded in accordance with the PCRs.

As per Rule 16.3, a Director does not need to invite Above Threshold Tenders in accordance with Rule 11 and 12, in the following circumstances:

- a) purchases via Framework Agreements which have been established either by the Council or by other public sector bodies or consortia (including, but not limited to PSBO's) and where such Framework Agreements are lawfully accessible to the Council.

RECOMMENDATION

It is recommended that the Authority award a contract for the Microsoft 365 (M365) implementation partner from 1st July 2022 for approx. 18 months to transition the eight different installations and use of M365 into a single integrated service for the new authority by 1st April 2023.