

PORTFOLIO HOLDER DECISION RECORD

Portfolio Holder: Cllr Chris Boden, Leader & Portfolio Holder for Finance, Portfolio Holder for Communication, Transformation Cllr Steve Tierney Climate Change & Strategic Refuse	Service: ICT
CMT Officer: Stephen Beacher, Head of ICT Digital & Resilience	Delegated Power Being Exercised: Part 3 - Responsibilities for Functions; Table 5, paragraph 9: To approve any action within their functional area up to a value of £250,000.
Subject of Decision: To approve the renewal of Microsoft Enterprise Agreement to cover the next 3 years from 01/01/2024.	

Decision to be Taken:

To continue to use our Microsoft software, we need to renew our Enterprise Agreement with a reseller every 3 years.

Our current agreement will expire on 31st December 2023.

We currently utilise an E3 agreement which allows us to use software for desktops, servers, security and storage.

Moving forward, we would like to amend this agreement to replace our end-point security and enhance our hybrid working experience.

All of the following figures are for a 3-year period, paid annually.

Option 1:

The cost to continue with an E3 agreement would be £161k.

Option 2:

The cost to enhance security within this agreement would be £208k. However, this would allow us to discontinue the use of another third-party security product reducing this figure by £30k. This would provide additional security features, additional management of services by In-Tune, and reduce the need for Ivanti authentication when working away from the office.

Option 3:

We are currently out to tender for a replacement Contact Centre / telephony solution. The requirements within this tender include Microsoft licences for Teams Phone which would cost around £48k.

If we were to buy these licences as part of an E5 agreement, before the telephony tender responses are reviewed, we would receive advantageous pricing.

An E5 agreement would cost £230k but includes Teams Phone. This would deliver a saving of £26k by buying the Teams Phone licences as part of this agreement.

E5 can be thought of as E3 (option 1) plus Enhanced Security (option 2) plus Teams Phone plus Compliance.

CMT agreed with the decision to move forward with option 3 on 28th November 2023.

Please see price comparison attached to the decision notice.

Decision Taken:

Steve Tierney, Portfolio Holder for Communications, Transformation, Climate Change & Strategic Refuse, and Chris Boden, Leader and Portfolio Holder for Finance authorise the procurement of an E5 Microsoft Enterprise Agreement (option 3) for the 3 years from 1st January 2024 to 31st December 2026 at a cost of £77k per annum.

Reason for the Decisions:

We are required to appropriately licence all products used from Microsoft.

Alternative Options Considered (if appropriate):

N/A

Background/Reports/Information considered and attached:

Price Comparison Table (attached)

Portfolio Holder's Signature

Cllr Chris Boden
Cllr Steve Tierney

Date: 5 December 2023

Please forward to Democratic Services upon completion

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**Date copy passed to
Democratic Services**

**Implementation Date: 12 December 2023
(if not called-in)
(Allow 5 clear working days after publication
of decision)**

Circulation: Democratic Services, Portfolio Holder, Officer and Accountancy.