

Microsoft Academic Licensing

Date: 15th June 2021

Report of: Head of Operational Services

Report to: Chief Digital & Information Officer

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

What is this report about?

Including how it contributes to the city's and council's ambitions

- The current 3-year Microsoft Academic licensing agreement is due to end on the 30th June 2021. A new agreement needs to be put in place to allow continued use of the products.
- The new licensing agreement needs to cater for the Councils move to Cloud services as per the Councils ambitions.
- There is a requirement to purchase the M365 Phone System for faculty to allow use of Teams Voice component which will be replacing the Skype for Business phone system.
- Currently 2964 users are licensed under the Academic agreement, this includes Children's Services, Libraries and Museum staff.

Recommendations

- a) The Chief Digital & Information Officer is requested to award a call-off order against the Council's Software Framework for the procurement of M365 A3 for faculty licences with the Phone System bolt on.
- b) The licence cost for one year is £234,748.80.

Why is the proposal being put forward?

- 1 The Microsoft Academic 3 year license is due to end on the 30th June 2021 and needs replacing with a new agreement.

What impact will this proposal have?

Wards Affected:

Have ward members been consulted? Yes No

- 2 The proposal will mean that access to Microsoft licensing is maintained. If we do not accept the proposal 2964 staff will have access removed.

What consultation and engagement has taken place?

- 3 Within DIS consultation has taken place with the Security and IG teams.

What are the resource implications?

- 4 The resource impact will be limited to the Software Licensing team and Management to implement the decision.

What are the legal implications?

- 5 This decision is a Significant Operational Decision.
- 6 The Council has a framework agreement in place with Bytes Software Services Ltd and this legally compliant framework will be used for the purchase of the licenses.
- 7 The Terms and Conditions for the provision of the licences have been reviewed by Procurement and Commercial Services and their comments have been noted.

What are the key risks and how are they being managed?

- 8 If the licences are not renewed in the timeline, functionality on the accounts will be lost. This is being mitigated by ensuring the renewal is completed in time. The risk of not completing the proposal in time is medium.

Does this proposal support the council's 3 Key Pillars?

Inclusive Growth Health and Wellbeing Climate Emergency

- 9 The M365 A3 for Faculty licence will provide enhanced features and functionality for Children's Services, Libraries and Museum staff. This proposal will not directly be impacting the three pillars but underpinning delivery of services by Childrens, Museums and Library Services.

Options, timescales and measuring success

a) What other options were considered?

- 10 The other options considered include keeping these users on an A1 agreement or moving to the full A5 agreement. The A1 licence option was not available due to this not providing

the Cloud aspects required. A5 was not taken due to being unable to justify the additional spend for the extra security and compliance elements available.

b) How will success be measured?

11 Children's Services, Libraries and Museum staff receive the A3 licence with no loss of service.

c) What is the timetable for implementation?

12 The new licences need to be purchased and in place prior to the 30th June 2021.

Appendices

13 None

Background papers

14 None.