

## Microsoft Academic Licensing

Date: 30<sup>th</sup> May 2022

Report of: Head of Cloud and Platforms

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 Microsoft subscription licenses that cover users eligible for Microsoft Academic licensing (roles working with children, or educational facilities e.g. libraries and museums) are due for renewal 30<sup>th</sup> June 2021. Renewal is required to allow continued use of the products (e.g. Windows, Office, Teams including Enterprise Voice functionality)
- The licenses cater for the Councils move to Cloud services as per the Councils ambitions.
- Currently 2964 users are licensed under the Academic agreement, this includes Children's Services, Libraries and Museum staff.

### **Recommendations**

- a) To award a call-off order against the Council's Software Framework (contract ref: **DN450075 - ITS190020**) for the renewal of M365 A3 for faculty licences with the Phone System bolt on.
- b) The licence cost for one year is £205,479

## Why is the proposal being put forward?

- 1 Renewal of Microsoft Academic licenses due to expire 30<sup>th</sup> June 2022 to facilitate continued usage without any service gaps.

## 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 to their Microsoft products removed.

## What consultation and engagement has taken place?

- 3 Within DIS consultation has taken place with the Software Licensing, 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 (contract ref: **DN450075 - ITS190020**) 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 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 cheaper A1 licenses or moving to the full A5 agreement. The A1 licence option was unsuitable 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 30<sup>th</sup> June 2022.

**Appendices**

13 None

**Background papers**

14 None.