

West Yorkshire Joint Services Microsoft Licensing

Date: 21st July 2022

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

- Leeds City Council IDS provide IT Services to West Yorkshire Joint Services. We are facilitating their migration to Microsoft Cloud services by setting up a new 3-year Microsoft Enterprise Subscription Agreement under which new subscription licenses will be purchased for them.
- The new licensing agreement needs to cater for West Yorkshire Joint Services' move to Cloud services in line with the Cloud migration already undertaken by Leeds City Council.
- The agreement will include the purchase of 143 M365 E3 licenses, alongside a matching number of M365 Phone System licenses to allow use of Teams Enterprise Voice component which will be replacing Skype for Business phone system.
- 13 lower tier M365 F3 licenses will be purchased for fieldworkers that do not require all the functionality of M365 E3.

Recommendations

- a) To award a call-off order against the Council's Software Framework **DN450075 - ITS190020** for the procurement of M365 licenses to facilitate WYJS cloud migration
- b) The licence cost for one year is £41,550. The agreement will span 3 years so the expected spend across the full term will be approximately £124,650

Why is the proposal being put forward?

- 1 WYJS need to move to a Cloud based licensing model to support their requirements which include continued collaboration with Leeds City Council and other partners that have already moved into the Cloud.

What impact will this proposal have?

Wards Affected:

Have ward members been consulted? Yes No

- 2 The proposal will mean WYJS are able to move to a user based licensing model that facilitates access to Cloud storage, improved communication technologies, newer versions of Microsoft applications and enhanced collaborative working both internally and with external partners (including LCC)

What consultation and engagement has taken place?

- 3 Within DIS consultation has taken place with Software Licensing Team, IG and Security. Externally we have worked with Software Licensing specialists at Bytes.

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 There is a risk that WYJS as an organisation may split into a smaller organisation or cease to exist. This is however unlikely given WYJS have recently undergone a review and have committed to a 3-year service offer from Leeds City Council.

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

Inclusive Growth Health and Wellbeing Climate Emergency

- 9 The M365 licences will provide enhanced features and functionality for West Yorkshire Joint Services staff. This proposal will not directly be impacting the three pillars but underpinning delivery of services by West Yorkshire Joint Services.

Options, timescales and measuring success

a) What other options were considered?

- 10 The other options considered include lower tier M365 licenses for all WYJS users (e.g M365 F3) but these would not meet the requirements for the majority of staff, and higher tier licenses (M365 E5) were deemed too expensive and contained functionality that would not be used.

b) How will success be measured?

- 11 WYJS users will be assigned M365 licenses

c) What is the timetable for implementation?

- 12 The new licences need to be purchased and in place by 15/08/2022.

Appendices

- 13 None

Background papers

- 14 None.