

Record of Decisions

Microsoft 365 Contract

Decision Taker

Cabinet on 19 January 2021

Decision

That the Council agree with Microsoft an Enterprise Subscription covering all standard Microsoft Office 365 products, the annual revenue implication of this decision being £216,000.

Reason for the Decision

The benefits of Microsoft 365 over traditional “on-premise” applications are numerous. The migration has been planned for some years and a number of other councils, key partners and other public and private sector organisations have already adopted the technology. If the Council does not adopt such technology the Council risks being a block to effective partnership working by virtue of out-dated systems.

Implementation

This decision will come into force and may be implemented on 1 February 2021 unless the call-in procedure is triggered (as set out in the Standing Orders in relation to Overview and Scrutiny).

Information

The Council’s current version of Microsoft expires in 2023, if left until expiration a capital investment of around £500,000 would be required to licence an upgrade. By migrating to Microsoft 365 earlier this cost is significantly reduced and brings many benefits such as:

- Simple collaboration between council staff, partners, suppliers and customers.
- Reliable access from anywhere, enabling a flexible, mobile workforce to better serve Torbay’s residents and visitors.
- Improved IT Security & Information Governance compliance.

A number of other councils, our partners and other public and private organisations have already migrated to Microsoft 365, by utilising the same Microsoft packages the Council will be sharing the same collaboration tools as our strategic partners and advances the aims of the IT Strategy – to standardise, simplify and share.

At the meeting, Councillor Carter proposed and Councillor Cowell seconded a motion that was agreed unanimously by the Cabinet, as set out above.

Alternative Options considered and rejected at the time of the decision

No other options were considered.

Is this a Key Decision?

No – Reference Number: I078876

Does the call-in procedure apply?

Yes

Declarations of interest (including details of any relevant dispensations issued by the Standards Committee)

None.

Published

22 January 2021

Signed: _____ Date: _____
Leader of Torbay Council on behalf of the Cabinet