

**ORIGINATOR: DIRECTOR OF ICT**

**DECISION NO. 7/2021**

**REASON FOR SUBMISSION: FOR DECISION**

**SUBMITTED TO: Police and Crime Commissioner**

**SUBJECT: MICROSOFT ENTERPRISE AGREEMENT FOR THE SUPPLY OF CORE  
INFRASTRUCTURE SOFTWARE LICENSES AND SUPPORT THE  
EXPLOITATION OF THE NATIONAL ENABLING PROGRAMME.**

**SUMMARY:**

1. Norfolk and Suffolk Constabularies and Offices of the Police and Crime Commissioners operate Microsoft technologies across the joint IT estate. These products require appropriate licences to be purchased for the two constabularies to operate legally within the terms and conditions of the Microsoft licencing agreement. These licenses are purchased through a value-added reseller on an ongoing 3-year basis and have been purchased in this way in line with Contract Standing Orders.
2. Microsoft licenses provide datacentre and desktop services (which includes MS Office, O365 Productivity Suite and Email). Failure to renew will leave the organisations in a situation where IT services would cease to operate.
3. Given the value of the 3-year contract there is a need for the PCC to approve the contract award on behalf of Norfolk.

**RECOMMENDATION:**

1: That the PCC approves the award of the contract for Suffolk and Norfolk Constabularies and Offices of the Police and Crime Commissioners, as set out in paragraph 1.5, to allow the ongoing use of Microsoft products across the organisations.

2: That the PCC authorises the Chief Executive to seal the contract with the successful bidder on his behalf.

**OUTCOME/APPROVAL BY:** PCC/~~CHIEF EXECUTIVE~~/~~CHIEF FINANCE OFFICER~~ (Delete as appropriate)

*The recommendations as outlined above are approved.*



**Signature:**

**Date: 17/02/2021**

## **DETAIL OF THE SUBMISSION**

### **1. AREAS FOR CONSIDERATION:**

- 1.1 The constabularies hold a single Microsoft Enterprise Agreement that entitles the use of the Microsoft suite of solutions across the two constabularies and OPCCs. The existing Enterprise Agreement will expire at the end of February 2021 and a new agreement is required for the continued use of these products, in line with Contract Standing Orders.
- 1.2 The licenses being renewed under this agreement underpin the whole ICT environment including identity, server, datacentre provision and productivity services (Windows Operating Systems, Email and Office products), delivered by ICT and used across the two forces on constabulary desktop, tablet, laptop computers and mobile devices.
- 1.3 Services delivered by Joint Suffolk and Norfolk ICT are currently localised and therefore limit the opportunities for regional and national collaboration. Adoption of the technologies included in this Agreement will provide the foundations for increased data sharing and collaboration across the 7 forces and nationally.
- 1.4 The procurement is supported by 7Force Procurement and utilises the Crown Commercial Services (CCS) national framework RM3733 for Technology Products. Microsoft, whilst providing a pricing structure to the CCS for pan Government organisations, will not deal directly with them. These products are provided through their value-added reseller network and the mini competition will be with those providers who are on the framework agreement. Value added resellers have the ability to offer additional consultancy and support which and the competition will determine which provider offers overall best value.
- 1.5 Following mini-competition and evaluation, the successful bidder recommended to be awarded the contract is Phoenix Software. The contract value is £ 6,143,737.96 for three years. This will be split across both constabularies using the agreed 56.8%/43.2% formula. They are recommended due to the value for money of their bid compared with other bidders.

### **2. OTHER OPTIONS CONSIDERED:**

- 2.1 All options were considered as part of the tender appraisal process. Multiple resellers were considered. As a result of this appraisal Phoenix Software is recommended for the award of the 3-year contract.

### **3. STRATEGIC AIMS/OBJECTIVE SUPPORTED:**

- 3.1 Both Constabularies ICT Strategy, and that of the region, are underpinned by Microsoft's M365 and Power Suite of Products. These products are also enablers for ICT to make further financial savings moving forward. Without the contract renewal both Constabularies would be at a significant disadvantage both strategically and financially.

#### **4. FINANCIAL AND OTHER RESOURCE IMPLICATIONS:**

- 4.1 The new agreement will allow both Constabularies continued exploitation of both the Microsoft 365 product set and the National Enablement Programme. This approach will release further savings over the life of the contract.
- 4.2 Provision for the renewal of the Microsoft Enterprise Agreement has been made in the Medium-Term Financial Plan 2021/22 – 2023/24.

#### **5. OTHER IMPLICATIONS AND RISKS:**

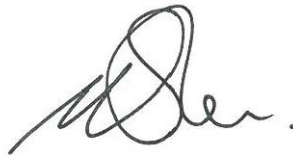
- 5.1 If the agreement is not renewed the constabularies and OPCCs would have to turn off those services hosted on Microsoft technologies or risk being subject to legal action.
- 5.2 The licenses included in this agreement are required to access national systems including national police systems including NLEDS (PNC & PND replacement) and NAS (National ANPR Service).

<b>ORIGINATOR CHECKLIST (MUST BE COMPLETED)</b>	<b>PLEASE STATE 'YES' OR 'NO'</b>
<p>Has legal advice been sought on this submission?</p> <p>No specific advice sought, as legal aspects already covered by the procurement framework used.</p>	<b>No</b>
<p>Has the PCC's Chief Finance Officer been consulted?</p>	<b>Yes</b>
<p>Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?</p>	<b>Yes</b>
<p>Have human resource implications been considered?</p>	<b>N/A</b>
<p>Is the recommendation consistent with the objectives in the Police and Crime Plan?</p>	<b>Yes</b>
<p>Has consultation been undertaken with people or agencies likely to be affected by the recommendation?</p>	<b>Yes</b>
<p>Has communications advice been sought on areas of likely media interest and how they might be managed?</p>	<b>N/A</b>
<p>In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?</p>	<b>Yes</b>
<p><b>Is this report a Confidential Decision?</b></p> <p style="text-align: right;"><b>NO</b></p> <p>If Yes, please state reasons below having referred to the <a href="#">PCC Decision Making Policy</a></p>	

**APPROVAL TO SUBMIT TO THE DECISION-MAKER** (this approval is required only for submissions to the PCC).

**Chief Executive**

I am satisfied that relevant advice has been taken into account in the preparation of the report, that the recommendations have been reviewed and that this is an appropriate request to be submitted to the PCC.



**Signature:**

**Date: 17/02/2021**

**Chief Finance Officer (Section 151 Officer)**

I certify that:

- a) there are no financial consequences as a result of this decision,  
OR
- b) the costs identified in this report can be met from existing revenue or capital budgets,  
OR
- c) the costs identified in this report can be financed from reserves  
AND
- d) the decision can be taken on the basis of my assurance that Financial Regulations have been complied with.

**Signature:**



**Date: 17/02/2021**

**PUBLIC ACCESS TO INFORMATION:** *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*