

WEST NORTHAMPTONSHIRE COUNCIL
RECORD OF DECISION

Date Of Decision:	24/06/2022
Title:	Approval of Microsoft licence renewal (note: special urgency powers have been applied)
Is this a “Key Decision”?	Yes
Purpose:	To ensure that Microsoft services, which are critical to the Council’s daily workflow, continue to function after their current expiry on June 30 th 2022.
Cabinet Member:	Cllr Mike Hallam
Decision Maker:	Cllr Jonathan Nunn
Consultation and Scrutiny:	The contract relates to the continued use of Microsoft ‘E3’ services. As a 'business as usual' function no consultation was required, however consultation was undertaken with the Chair of the Corporate Scrutiny Committee in relation to the urgency of the decision.
Officer Recommendations:	It is recommended that the Council award a contract for the provision of Microsoft licences to Trustmarque (reseller of Microsoft products), before the existing licenses expire on June 30 th 2022. This will apply for the standard three-year period, at a cost of c. £4.5m for the duration.
Decision Taken:	That the Council award a three-year contract for the provision of Microsoft licences to Trustmarque before the existing licenses expire on June 30 th 2022 at a cost of c. £4.5m for the duration.
Reasons For Decision:	Given the absolute criticality of Microsoft’s tools – Office, Teams, SharePoint et al. – to the Council’s daily workflow: <ul style="list-style-type: none"> • It is vital that we maintain continuity of service on July 1st. • In the Council’s investigation of procurement options, Trustmarque came out with the most favourable quote, with the option to make efficiencies over the duration of the contract.
Alternative Options Considered (Including Reasons For Rejection):	<ul style="list-style-type: none"> • Allow contract to lapse and go to full procurement: this would cause an unacceptable loss of council services. • Award to another supplier: the supplier selected has offered the best value of the options we have been able to find that are suitable.
Declarations of interest:	None.

Authorised By Councillor Jonathan Nunn, Leader of the Council and Cabinet Member for Strategy



Name:

Date:24 JUNE 2022