

Supplemental Addendum to Cabinet report dated 23/2/22: Renewal of Microsoft Enterprise Licenses

Following the meeting of Cabinet on 23/2/22 to consider the award of a contract for Microsoft Enterprise Licenses, queries have been raised regarding the details of the contract and in that regard, this further information is being published to aid understanding of the size of the contract being entered into by the Council.

Norwich City Council provides IT services to support its staff and Councillors in the undertaking of its work. It also provides IT services to Norwich City Services Ltd. This means that in total, there is a headcount of over 1,100 individuals that are required to access Microsoft applications and software. In addition, the Council is required to purchase licences for specific software including PowerBI, Project and Visio, and software for meeting rooms.

The total number of licenses to be purchased by type is as follows:

Type	Qty	Description	Assigned to account	Spare to be deployed
M365 E3	986	To cover office users of O365, OS, Outlook, Teams, Word, Excel etc.	949	37
M365 F3	154	To cover non office users - NCSL (279)	253	26
Phone System	860	To cover office users to supply a pstn phone number	859	1
Audio Conference	10	Enables users to call in from phones	10	0
Domestic Calling Plan	1	Calling plan for phone system	0	1
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Teams Rooms	30	Meeting Room phone handsets	25	5
Common Area Phone	14	Meeting Room and public area phones	13	1
PowerBI Pro	9	Access to the Power BI reporting and publishing product	6	3
Power Automate	1	Access to the Power automation tools	1	0

RmtDesktop	260	Remote access	260	0
Project	42	Project	42	0
Projcet Pro	1	Project Prof.	1	0
Visio Std	40	Visio	40	0
Visual Studio	7	Developer Tools	7	0

In addition to the user licences, there are a number of licenses required to cover the server and database environments.