

## Decision by Portfolio Holder



**Report reference: IRS-001-2022/23**

**Date of report: 27-July-2022**

**Epping Forest  
District Council**

**Portfolio: Internal Resources – Councillor S Kane**

**Author: Charlotte Graham Democratic Services: J Leither**

**Subject: Azure – Move to the Cloud Business Case**

**Decision:** To award a Contract to Agilisys for the procurement of Azure – Move to the cloud.

**ADVISORY NOTICE:**

*A Portfolio Holder may not take a decision on a matter on which he/she has declared a Pecuniary interest.  
A Portfolio Holder with a non-pecuniary interest must declare that interest when exercising delegated powers.*

I have read and approve/~~do not approve~~ (delete as appropriate) the above decision:

Comments/further action required: None

Signed: Councillor S Kane

Date: 28<sup>th</sup> July 2022

*Non-pecuniary interest declared by Portfolio Holder/ conflict of non-pecuniary interest declared by any other consulted Cabinet Member:*

None

*Dispensation granted by Standards Committee:*  
Yes/No or n/a

**Office use only:**

Call-in period begins: 1<sup>st</sup> August 2022

Expiry of Call-in period: 8<sup>th</sup> August 2022

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Democratic Services IMMEDIATELY**

**Reason for decision:** In accordance with the Councils procurement rules there is a requirement for a Portfolio Holder decision to award the contract to Agilisys which has an expected value of £278,708.

**Options considered and rejected:** The procurement of Google Cloud Platform has been considered which notes similar hosting costs but substantial additional support costs. Private cloud and a range of other options have also been considered. Due to the councils strong Microsoft footprint, Azure was put forward and agreed as the preferred option.

**Background Report:**

Due to the value of the project a signed Portfolio Holder report must be in place and approved prior to moving forwards with any procurement activity. The Council's Procurement Rules require a Portfolio Holder decision to award any contract with a total value over £250,001 and

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below £1m which is totalled over the life of the contract. In addition, and in accordance with the Council's Procurement Rules the Contract should be executed under Seal.

"Azure – Move to the Cloud" was presented at Stronger Council Select Committee as part of the Infrastructure Review on the 13<sup>th</sup> April 2021 and a subsequent Full Business Case was presented for consideration on the 21<sup>st</sup> July 2022.

The Azure – Move to the Cloud Project assumes a Contract value with Agilisys of £278,708 over an initial 24-month period.

**These costs are made up of:**

**Migration Project**

- £157,850 (T&M estimate)

**Azure Consumption**

- Yr 1 £55,218 p/a (estimate)
- Yr 2 £65,640 p/a (estimate)

There is a potential for a £27,200 saving though Microsoft Funding should EFDC migrate within the first year and would see a reduction of this cost in Year 2.

**Resource Implications: N/A**

**Legal and Governance Implications: N/A**

**Safer, Cleaner and Greener Implications: N/A**

**Consultation Undertaken: N/A**

**Background Papers:** Please see below for a copy of the Azure Business Case and a copy of the report that was submitted to Select Committee on the 13<sup>th</sup> April 2021.



EFDC - Move to the  
Cloud - Business Case



SG Select Committee  
Agenda Report

**Impact Assessments: N/A**

**Risk Management: N/A**

**Equality Analysis:**

The Equality Act 2010 requires that the Public Sector Equality Duty is actively applied in decision-making. This means that the equality information provided to accompany this report is essential reading for all members involved in the consideration of this report. The equality information is provided below.



Azure Move to the  
Cloud EIA

**Key Decision Reference (Y/N): N**

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