



Our Ref: 25 – 279

7 May 2025

[REDACTED]
[REDACTED]

Dear [REDACTED]

Re: Official Information Act request regarding Microsoft Office expenditure

I refer to your email to the Education Review Office dated 10 April 2025 requesting information under the Official Information Act 1982 as follows:

1. *The total amount spent by your department on Microsoft Office licences or subscriptions for the most recent financial year (1 July to 30 June).*

The total amount spent for the period 1 July 2023 to 30 June 2024 was \$181,865.45

2. *A brief description of what this cost covers (e.g. number of users, types of licences, etc.).*

This cost covers M365 Microsoft Office licences for 226 users.

3. *A list of Microsoft products or services (e.g. Outlook, Teams, OneDrive, SharePoint, Azure) currently in use within the organisation.*

The following products and services are currently in use at ERO.

- Microsoft Office 365 Suite: Microsoft Outlook, SharePoint, Word, Excel, PowerPoint, Teams, OneNote and OneDrive.
- Specialized applications: Microsoft Project, Visio, Copilot and Copilot Pro.
- Cloud services and security tools: Microsoft Azure, Defender, Entra, Sentinel, and Intune.
- Business solutions: Dynamics 365 and Exchange Online.
- Additional tools: Microsoft Fabric, Power Apps, Power Automate, Planner, Power BI Premium, Power BI Pro, and Microsoft Stream .

4. *The number of staff or users currently covered by Microsoft licensing.*

ERO currently has E5 licensing for 281 users.

5. *Whether any core business systems (e.g. document management, internal comms, project management, data storage) are hosted or run through Microsoft platforms (such as SharePoint, Azure, or Teams).*

ERO has several core business systems that are hosted on Microsoft platforms.

6. *Details of any enterprise agreements or long-term contracts with Microsoft, including the duration and renewal dates.*

ERO is a party to the MCSSA-24 which Microsoft has provided for New Zealand Government agencies. Details of MCSSA-24 are designated commercial-in-confidence by the Department of Internal Affairs. I am withholding them under section 9(2)(b)(ii) of the Official Information Act to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of Microsoft. Public information regarding the agreement can be found [here](#). I have considered the public interest in releasing further information and have found it does not outweigh the need to withhold.

7. *Whether there are any significant non-Microsoft alternatives used in the organisation (e.g. Google Workspace, Zoom, Slack, Dropbox), and if so, for what purpose.*

ERO currently utilises two video-conferencing services, including MS Teams Meetings. However, the second service initially acquired through procurement for point-to-point and person-to-person video conferencing before MS Teams was implemented for staff is likely to be phased out.

Please note that it is our policy to proactively release our responses to official information requests where possible. We do not publish requesters' personal information.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at <http://www.ombudsman.parliament.nz> or freephone 0800 802 602.

Ngā mihi,



Jeremy France
Deputy Chief Executive, Corporate Services
Education Review Office