

Officer Delegated Decision Record

Decision Title:

Establishment of a dedicated MSA M365 Tenancy

Is this decision Key or Non-key?

Non-key

If the decision is Key, has the decision been published on the Forward Plan?

Not applicable

Is this decision subject to Call-in?

No

Decision:**Option 2: Confidential decision:**

Confidential – Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The decision is to:

1. approve the establishment of a dedicated Microsoft 365 and Microsoft Azure tenancy for the North East Mayoral Strategic Authority.
2. approve the budget set out in table 2 and 3 of the confidential Delegated Decision report.

Delegation:

North East MSA Constitution: [Part 2.7 Scheme of Delegations](#): Part B: Delegations to the Head of Paid Service: HSP14 empowers the Head of Paid Service (Chief Executive) to authorise the award of a contract for: a. goods and/or services up to a value of £5m; b. works up to a value of £5m.

Consultation:

Cabinet Member	No/Yes
Assistant Director Legal and Governance:	Yes
Director of Finance and Investment:	Yes

Name and Title of the Decision-Maker:

Dr. Henry Kippin, Chief Executive, North East Mayoral Strategic Authority

Contact Officer:

Jenna Thompson, Senior ICT Business Partner, jenna.thompson@northeast-ca.gov.uk

Marcus Rees-Harris, Head of Technology and Transformation, marcus.rees.harris@northeast-ca.gov.uk

Signature (Decision-Maker)

A handwritten signature in blue ink, appearing to read 'H. Rees-Harris', written over a faint dotted line.

Date of signing 14/10/2026