

DMPC Decision – PCD 1860

Title: OneDrive Migration

Executive Summary:

This paper requests approval to implement the OneDrive Migration project to migrate Frontline Officer and Staff digital documents & files from H: drive, design work for retention rules for personal files and the business change activities to support Officers and Staff.

Recommendation:

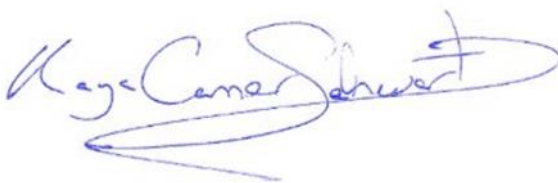
The Deputy Mayor for Policing and Crime, via the Investment Advisory and Monitoring meeting (IAM), is asked to:

- Approve the implementation of the OneDrive Migration project to migrate officer and staff files from H: drive, design work for retention rules for personal files and the business change activities to support officers and staff at a capital cost of £0.830m fully funded in the draft capital plan to be approved by MOPAC with the MPS 2025/26 budget.

Deputy Mayor for Policing and Crime

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. Any such interests are recorded below.

The above request has my approval.



Signature

Date 10/06/2025

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PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DMPC

1. Introduction and background

- 1.1. The Metropolitan Police Service (MPS) currently configure laptop and desktop devices, as well as officer and staff computer accounts, to include an H drive for the storage of personal files. These files exist on the Isilon storage hosted in MPS datacentres along with local copies on the laptops for offline access.
- 1.2. The proposed approach to migrate to OneDrive uses Microsoft cloud-based capabilities and is aligned to the Police Digital Service national blueprints.

2. Issues for consideration

- 2.1. A migration proof of concept has tested the migration approach which has been proven to work in the MPS environment.
- 2.2. The project will work with the Data Office Record Management Team to understand the MPS Review, Retention and Disposal (RRD) requirements for OneDrive and develop a design for the future state.
- 2.3. The move to using OneDrive for personal file storage aligns with the New Met for London's strategy's goal of fixing the foundations by ensuring that officers have reliable and secure tools to perform their duties.
- 2.4. The use of OneDrive is also a key part of the Police Digital Service (PDS) National Enabling Programme and the Police Digital Strategy as it follows the approach of leveraging cloud-based solutions and modern capabilities to enhance efficiency and security.

3. Financial Comments

- 3.1. Commercially sensitive finance, commercial and legal detail has been redacted. This information is contained in the restricted section of the report. This is to ensure a compliant procurement process.
- 3.2. The implementation of OneDrive Migration project at a capital cost of £0.830m fully funded in the draft capital plan to be approved by MOPAC with the MPS 2025/26 budget.

4. Legal Comments

- 4.1. The Mayor's Office for Policing and Crime ("MOPAC") is a contracting authority as defined in the Public Contracts Regulations 2015 ("the Regulations"). All awards of public contracts for goods and/or services valued at £214,904 or above shall be procured in accordance with the Regulations. This report confirms the value of the proposed contract exceeds this threshold.
- 4.2. The routes to market are compliant with the Regulations and the proposed services are within the financial and technical scopes.

5. Commercial Issues

- 5.1. This paper recommends to utilise the MPS existing managed service provider contracts to fulfil the requirements of this project.
- 5.2. It has been confirmed that the requirement is not within the scope of the core service charges of the managed service provider contract and is not available as a catalogue service offering but an amendment of those contracts is permitted.

- 5.3. To determine that best value for money is achieved a benchmarking activity against market options has been completed as well as reviews against previous projects of similar scale and complexity. Further information is contained in the restricted section of the report.

6. GDPR and Data Privacy

- 6.1. The MPS is subject to the requirements and conditions placed on it as a 'State' body to comply with the European Convention of Human Rights and the Data Protection Act (DPA) 2018. Both legislative requirements place an obligation on the MPS to process personal data fairly and lawfully in order to safeguard the rights and freedoms of individuals.
- 6.2. Under Article 35 of the General Data Protection Regulation (GDPR) and Section 57 of the DPA 2018, Data Protection Impact Assessments (DPIA) become mandatory for organisations with technologies and processes that are likely to result in a high risk to the rights of the data subjects.
- 6.3. The Information Assurance and Information Rights units within MPS will be consulted at all stages to ensure the programme meets its compliance requirements.
- 6.4. The programme does not use personally identifiable data of members of the public, so there are no GDPR issues to be considered.

7. Equality Comments

- 7.1. MOPAC is required to comply with the public sector equality duty set out in section 149(1) of the Equality Act 2010. This requires MOPAC to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations by reference to people with protected characteristics. The protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 7.2. There are considered to be no negative equality or diversity implications arising from the award of contracts.

8. Background/supporting papers

None.

Part 2 - This section refers to the details of the Part 2 business case which is NOT SUITABLE for MOPAC Publication.

The Government Security Classification marking for Part 2 is:
OFFICIAL-SENSITIVE [COMMERCIAL]

Part 2 of OneDrive Migration

BJP is exempt from publication for the following reasons:

- Exempt under Article 2(2)(a) of the Elected Local Policing Bodies (Specified Information) Order 2011 (Data Protection Section 43 - Trade Secrets and Prejudice to Commercial Interests).

The paper will cease to be exempt upon completion of the contract. This is because the information is commercially sensitive and could compromise future procurement activity.

Public access to information

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOIA) and will be made available on the MOPAC website following approval.

If immediate publication risks compromising the implementation of the decision it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary.

Part 1 Deferral:

Is the publication of Part 1 of this approval to be deferred? YES/NO

If yes, for what reason:

Until what date:

Part 2 Confidentiality: Only the facts or advice considered as likely to be exempt from disclosure under the FOIA should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a **Part 2** form – YES

ORIGINATING OFFICER DECLARATION	<i>Tick to confirm statement (✓)</i>
Financial Advice: The Strategic Finance and Resource Management Team has been consulted on this proposal.	✓
Legal Advice: The MPS legal team has been consulted on the proposal.	✓
Equalities Advice: Equality and diversity issues are covered in the body of the report.	✓
Commercial Issues Commercial issues are covered in the body of the report.	✓
GDPR/Data Privacy GDPR compliance issues are covered in the body of the report .	✓
Drafting Officer Omo Okuonghae has drafted this report in accordance with MOPAC procedures.	✓
Director/Head of Service: The MOPAC Chief Finance Officer and Director of Corporate Services has reviewed the request and is satisfied it is correct and consistent with the MOPAC's plans and priorities.	✓

Chief Executive Officer

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Deputy Mayor for Policing and Crime.

Signature

A handwritten signature in black ink, featuring a circular loop at the beginning followed by a series of connected, slightly wavy lines.

Date 10/06/2025