



Turn Chaos into Clarity and Control

 **iWorkplace**

 **Microsoft**
Solutions Partner
Modern Work
AI Cloud



**INFORMATION
LEADERSHIP**



MAKE WORK BETTER

We transform your digital workplace with compliance, confidence, and clarity.

TECHNOLOGY THAT EARN'S YOUR TRUST

We make your digital workplace simpler, secure, safer, and more human.

SHAPING THE FUTURE

We empower, transform, and protect your organisation in an AI-enabled world.

Let's Make Work Better

Trusted guidance in a rapidly evolving digital workplace

At Information Leadership, we enable organisations to achieve faster transformation, stronger compliance, and confident collaboration – with tools your people will actually use.

Our iWorkplace solutions help you reduce risk, unlock productivity, and embed governance across your workplace – from day one.

Whether you're responsible for digital transformation, information risk, governance, or employee experience, we provide proven solutions built on Microsoft 365, tailored to the needs of high-stakes environments.

Our services and solutions span the full spectrum – from structured self-service to enterprise-grade governance, AI solutions, and secure migration and integration. We balance real-world usability with deep expertise in compliance, governance and M365.

You'll Get:

- Scalable, sustainable, and secure solutions that drive your organisation's growth and resilience
- Outcome-focused frameworks that embed Public Records Act, records and documentation standards, and audit requirements
- Tools your people can actually use – with minimal disruption
- Local support from a team trusted by New Zealand organisations

Ready to move forward with clarity and confidence?

Book a no-obligation consultation and start shaping your modern workplace today.

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We're proud to be a
**Microsoft Modern Work and
AI Cloud Partner**



DEEP EXPERTISE, PROVEN DELIVERY, TRUSTED



How We Help

From government agencies and councils to iwi organisations and private enterprises, our clients choose us for our unmatched ability to blend compliance, usability, and Microsoft 365 expertise.



How We Work

We make digital workplaces simpler, secure, safer, and more human. From leading complex projects to keeping your Microsoft 365 environment clean and compliant, we bring structure, coaching, and real-world results. We listen, we lead, and we leave your team stronger than we found it.



Accelerating Outcomes

From first steps to full-scale transformation, our modular approach ensures your Microsoft 365 investment delivers the outcomes that matter: secure collaboration, reduced compliance risk, and confident user adoption.



iWorkplace Solutions

iWorkplace is a suite of solutions that simplifies and secures your digital workplace across Microsoft 365. From structured intranets and smart provisioning to self-service workspaces and scalable enterprise content management, iWorkplace enables compliant, intuitive collaboration at every level.



Supporting Services

We help organisations create connected, engaging digital workplaces through modern intranets, knowledge hubs, and tools like Viva and Ask.ai. Our user enablement programmes ensure lasting adoption with tailored training, stakeholder engagement, and analytics.



Technical Solutions

We help CIOs and Information Managers modernise and simplify their digital environments by migrating legacy systems, integrating critical business platforms, and optimising Microsoft 365 for collaboration, compliance, and automation.

How We Help

WHERE EXPERTISE MEETS INTEGRITY



Why Leading Organisations Choose Us

At Information Leadership, we don't just implement technology – we enable change that sticks. We guide organisations without surprises, hidden costs, or risky shortcuts.

From government agencies and councils to iwi organisations and private enterprises, our clients choose us for our unmatched ability to blend compliance, usability, and Microsoft 365 expertise.

We deliver measurable impact in complex environments, ensuring your team operates efficiently, your systems are optimised, and your governance frameworks support long-term success.

WHAT SETS US APART

Compliance that enables progress

We build systems that not only support the Public Records Act (PRA), Privacy Act and audit requirements – they empower teams to work faster, smarter, and more securely.

Microsoft 365 done right

Deep technical capability across SharePoint, Teams, OneDrive, Power Platform, Viva, and Copilot – integrated and governed.

iWorkplace Elements

Empower your teams with flexible tools that streamline the creation, management, and governance of digital workspaces, enhancing productivity and compliance.

iWorkplace: Digital Outcomes Engine

A suite of smart, scalable tools that turn Microsoft 365 into a strategic engine for collaboration, compliance, and productivity. Rapidly deploy intranets, manage Teams with confidence, and unlock AI-driven governance – all with built-in adoption support.

Local, trusted, experienced

Hundreds of successful enterprise deployments across New Zealand. We know the local landscape, data residency requirements, and cultural context.

From strategy to support

We're with you at every stage – from early thinking and business case development to full delivery, change enablement, and long-term support.

Trusted, caring experts

Our team is deeply committed to your success, building strong relationships through genuine care and a focus on outcomes.

- AI READINESS
- DOCUMENT MANAGEMENT SOLUTIONS
- ENTERPRISE CONTENT MANAGEMENT
- EMPLOYEE EXPERIENCE
- USER ENABLEMENT
- INFORMATION PROTECTION, GOVERNANCE AND COMPLIANCE
- MIGRATION SERVICES
- SYSTEMS INTEGRATION

How We Work



Run less. Lead more. Deliver better.

We don't just run projects – we lead them.

From planning to handover, we bring the structure, coaching, and real-world momentum to move your initiative forward. Reliable delivery from experts who understand both tech and transformation.

Whether it's a compliance uplift or a full intranet rebuild, we deliver outcomes and capability.



Governance that's built in – not bolted on.

Let's face it – modern collaboration can get messy. We bring the guardrails, without killing the vibe.

- ✓ Smart Teams provisioning
- ✓ Guest access management
- ✓ Storage optimisation
- ✓ Collaboration frameworks that actually work

It's governance that supports people, not slows them down.



Because good systems deserve to stay that way.

Ongoing guidance to keep your M365 environment humming.

Implementing a system is one thing. Keeping it clean, compliant, and well-used is the real trick.

That's where our IMaaS and virtual IM leadership comes in – think of it as a personal trainer for your Microsoft 365 setup. We help you sustain improvements, stay on top of governance, and get value out of your investment every single day.



Need traction, fast? Start here.

Sometimes you just need a jump-start. We offer fast-turnaround packages that make a difference now. Things like:

- ✓ Risk assessments
- ✓ Metadata clean-ups
- ✓ Taxonomy refreshes
- ✓ Copilot readiness & adoption workshops
- ✓ Intranet refreshes
- ✓ Migration discovery

Small lift. Big payoff. Immediate trust-building.

We listen We lead We land outcomes

From full-scale delivery to bite-sized low hanging fruit, we're here to make your digital workplace simpler, safer, and more human.



Kāpiti Coast District Council

Migrating to Microsoft 365 with full PRA compliance reduced operational costs, enhanced the user experience, improved staff productivity and collaboration and reinforced governance.



NZQA

Dynamics and SharePoint integration modernised their digital workplace, delivering secure, PRA-compliant Microsoft 365 foundations, seamless system connectivity, and more efficient business processes.



Nelmac

Modern intranet and Teams provisioning strengthened collaboration across a dispersed workforce, delivering secure, seamless communication that fosters trust and drives teamwork.

Accelerating Outcomes

From first steps to full-scale transformation, our modular **Start → Scale → Govern** approach ensures your Microsoft 365 investment delivers the outcomes that matter: secure collaboration, reduced compliance risk, and confident user adoption. It also means we can deliver projects on time, at pace, and at a cost point that aligns with where your organisation is at.

- Start Strong**
Deploy structured intranets and Teams with built-in governance, reducing content sprawl and improving user experience.
- Scale Smart**
Introduce enterprise content management (ECM) with smart case files, automated retention, and centralised templates – all aligned to PRA compliance.
- Govern Confidently**
Gain organisation-wide oversight with AI-powered classification, audit logging, and OneDrive governance to manage risk and support defensible disposal.
- Fit Flexibly**
Use preconfigured, ready-to-deploy solutions (iWorkplace Elements) that deliver ECM-grade capability without complex setup or IT dependency.

Feature	START	SCALE	GOVERN		FLEXIBLE FIT
	iWorkplace Intranet	iWorkplace Teams	iWorkplace ECM+ Protection	iWorkplace Compliance	iWorkplace Elements
Enhanced web parts and user tools	✓	✓	✓	✓	✓
Structured content publishing	✓	✓	✓	✓	✓
Smart metadata and navigation	✓	✓	✓	✓	✓
Self-service workspace provisioning		✓	✓	✓	✓
Template-based Teams creation		✓	✓	✓	✓
Searchable, governed Teams		✓	✓	✓	✓
Smart case file management			✓	✓	✓
Controlled document areas			✓	✓	✓
Automated retention and disposal			✓	✓	✓
Corporate templates in context			✓	✓	✓
OneDrive visibility and governance				✓	
Disposition review and reporting				✓	
Audit log monitoring				✓	
AI-based content classification				✓	

Start → Scale → Govern

By aligning workspaces to business purpose, automating compliance, and simplifying adoption, iWorkplace helps CIOs, GMs, Information Managers, and Risk Managers realise the full potential of Microsoft 365 – securely, at scale, and strategically.

START →

iWorkplace Intranet

Simplifying structured content management

Enables teams to efficiently manage consistent, compliant SharePoint content with ease by leveraging smart tools and intuitive, configurable web parts. Reduces reliance on IT while ensuring strong governance and scalable content management across the organisation.

GOVERN →

iWorkplace Compliance

Enterprise-wide governance, visibility, and defensible disposal

Comprehensive content oversight and risk management solution, purpose-built for organisations that need to govern M365 at scale. It builds on the power of iWorkplace ECM+Protection and adds advanced tools to bring OneDrive, Teams, and SharePoint content into full compliance – with minimal manual effort.

SCALE →

iWorkplace Teams

Smart, compliant Teams – right from the start

With Smart Provisioning and an easy-to-use Smart Teams Builder, users can quickly create compliant, well-governed Teams from the very start – significantly shrinking sprawl, easing IT workload, and boosting collaboration effectively at scale across the organisation.

FLEXIBLE-FIT →

iWorkplace Elements

Rapid deployment of structured, compliant workspaces – without IT overhead

Empowers teams to self-serve templated solutions for HR, contracts, policies and procedures, projects, and more, with built-in governance and metadata. Ideal for businesses needing control and collaboration without complexity.

GOVERN →

iWorkplace ECM+Protection

Strategic governance that scales with your organisation

Combines architecture, metadata, lifecycle controls, and stewardship frameworks to embed sustainable compliance and usability across Microsoft 365. Enables defensible disposal, improved findability, and reduced risk.

SUPPORTING SERVICES →

Generative AI+Copilot

Unlock AI value safely and strategically.

Employee Engagement

Make work meaningful, connected and engaging.

User Enablement

Confident adoption through practical training and change support.

Technical Solutions

Optimise your Microsoft 365 ecosystem for real business value.



Scalable,
Structured and
User-Friendly
Intranet

START →

iWorkplace Intranet

Designed for teams to manage structured, consistent, and compliant content

Whether you're building intranet pages, managing documents, or enabling business teams to self-serve, iWorkplace Intranet gives you the foundation for high-quality content at scale. This powerful set of tools like Smart Metadata, AutoFixer, Library Builder, and modern SPFx web parts bring structure, usability, and scalability to your digital workplace.

KEY FEATURES AND IMPACT

- Enable teams to publish and manage content confidently, keeping everything consistent and compliant without adding governance headaches.
- Gain better metadata control to improve search, classification, and lifecycle handling so information is easy to find and manage.
- Reduce risk and clutter with structured, visible content that's simple to maintain and aligned with compliance standards.
- Free up IT and information managers by giving business units intuitive tools to manage their own content.
- Keep content consistent and compliant everywhere – across sites, libraries, and Teams – for a predictable, trusted user experience.
- Capture and repair metadata at scale to boost both findability and compliance without time-consuming manual clean-up.
- Make your intranet easy to navigate with breadcrumbs, smart columns, and navigation aids that guide users to the right information quickly.
- Publish pages faster using configurable, pre-built web parts anyone can use without coding.
- Empower non-technical users with friendly self-service tools they'll enjoy using – increasing adoption and reducing IT dependency.
- Enforce structure, governance, and metadata standards automatically, maintaining control without creating bottlenecks.

STRUCTURE MEETS USABILITY

iWorkplace Intranet embeds consistency across your digital workplace, providing a strong foundation that makes content easier to manage, find, and govern at scale.

Te Tūi: Transforming ERO's Intranet for Seamless Collaboration with iWorkplace Intranet



CHALLENGE

The Education Review Office (ERO), New Zealand's external evaluation agency for early learning services and schools, relied on a fragmented Drupal intranet that struggled to support a distributed workforce. The agency needed a modern, scalable digital workplace that could unify communications, improve collaboration across regional teams, and ensure compliance.

SOLUTION

ERO partnered with Information Leadership to co-design Te Tūi, a iWorkplace Intranet tailored to their unique needs. The platform offers a branded, intuitive interface for finding people, news, and events, while centralised document libraries provide controlled workflows for authoring and publishing. Searchable institutional data streamlines knowledge sharing. Scalable and user-friendly, Te Tūi serves as a single hub for communication, collaboration, and information management. Workshops and training supported staff to quickly adopt and navigate the new intranet.

OUTCOME

Since its launch, Te Tūi has become the trusted go-to platform for staff communications and collaboration, providing a consistent, user-friendly intranet experience across all regional offices. Compliance and information management practices help to embed workflows, support operational efficiency and reduce risk. The transformation has elevated ERO from low digital maturity to a high-trust, digitally enabled environment, where staff can confidently access information and collaborate across teams.

"KA PAI HOKI KOE TE TŪI PROJECT TEAM – THIS NEW TE TŪI LOOKS FABULOUS!"
— ERO INFORMATION ASSISTANT



Scalable,
Compliant
Collaboration
by Design

SCALE →

iWorkplace Teams

For organisations that want secure, structured collaboration in Teams

Transform the way your organisation works in Microsoft Teams. iWorkplace Teams combines powerful capabilities so every Team is set up right from day one – complete with the correct metadata, templates, and access rules. The result? Seamless collaboration, reduced sprawl, and built-in governance by stealth.

KEY FEATURES AND IMPACT

- Create teams in a matter of a few clicks with Smart Teams Builder, saving time and reducing IT reliance so collaboration starts instantly.
- Apply templates, metadata, and access rules automatically with Smart Provisioning, ensuring every workspace is consistent, secure, and purpose-built.
- Boost discoverability without overwhelming users, helping people quickly find the right workspace to work more productively.
- Protect sensitive content with controlled access and separation, enabling secure collaboration where it's needed most.
- Keep Teams aligned to business purposes with standardised templates and rules, preventing duplication and confusion.
- Shift work from email and unmanaged OneDrive into structured Teams, reducing content chaos and improving visibility and version control.
- Ensure compliance from day one with auto-applied metadata and retention policies, meeting regulatory needs without extra admin.
- Enforce consistent naming, classification, and access controls, making searching, reporting, and governance straightforward.
- Scale collaboration while staying in control, balancing openness with governance at every stage.
- Achieve consistency across Teams tied to real business needs, improving coordination and decision-making.
- Reduce risk while boosting productivity through governance controls that keep content compliant and manageable.

COLLABORATION
WITHOUT
CHAOS

iWorkplace Teams prevents sprawl and compliance risks, simplifies collaboration, and reduces IT pressure by applying governance from the start – boosting transparency and teamwork across your organisation.

Kaipara District Council: Enabling Rapid Remote Work and Ongoing Collaboration



CHALLENGE	SOLUTION	OUTCOME
Kaipara District Council (KDC), serving a largely rural population in Northland, New Zealand, faced an urgent need to modernize operations and foster collaboration. Just as the council was advancing its digital transformation, New Zealand entered its first COVID-19 lockdown. KDC needed to enable remote work quickly, maintain service delivery, and support staff with varying levels of digital literacy, all while overcoming initial resistance to new tools.	Information Leadership accelerated deployment of iWorkplace Teams, leveraging Microsoft 365 tools including SharePoint for document management, Teams for collaboration, Stream, OneNote, and Planner for video, notes, and task management, and Azure for cloud enablement. Staff received remote, bite-sized training via Teams, supported by videos and live chat, while automated provisioning allowed structured Teams to be rolled out rapidly across the council. This approach ensured staff could collaborate effectively from day one of remote work.	Within a week, iWorkplace Teams was deployed council-wide, enabling 75% of the customer services team to deliver services remotely within 24 hours. Staff quickly embraced Teams for its intuitive interface, shifting communications from email to Teams channels and improving task visibility and project management. Structured Teams with metadata, compliance, and protection ensured ongoing governance and alignment with Public Records Act obligations. The council continues to benefit from iWorkplace Apps for workspace governance, retention, and ongoing support.

“I CAN FIND THINGS MORE EASILY AND COMMUNICATE MORE READILY.”
— MICHAEL JUER, IT PROJECT MANAGER



Enterprise Content Management That Scales With You

GOVERN →

iWorkplace ECM+Protection

Ideal for organisations seeking a secure, connected, and well-governed digital workplace

Designed to empower your organisation by delivering a seamless, secure, and well-governed digital workplace experience. It connects your people through a central intranet hub, simplifies collaboration within Teams, and provides structured workspaces with built-in enterprise-wide content management, governance, and protection.

KEY FEATURES AND IMPACT

- iWorkplace Intranet connects your people with the news, resources, and tools they need, creating a central hub that's easy to navigate and keeps everyone aligned.
- iWorkplace Teams makes collaboration seamless with ready-to-use templates, built-in governance, and smarter workspace creation that keeps Teams tidy and compliant. Structured, secure workspaces keep case files organised and ensure the right people always have the right access.
- Automated lifecycle management with iWorkplace Smart Labels handles retention and disposal for you, reducing manual effort and eliminating the risk of missed deadlines.
- iWorkplace Template Central ensures your teams always use the latest approved documents, keeping work consistent and on-brand.
- Enhanced navigation across Microsoft 365 makes it quick and easy to find the information you need without endless searching.
- Process-ready environments let teams run projects, manage service records, and handle structured workflows without IT intervention.
- PRA-grade retention and disposal are applied automatically, giving you confidence that compliance requirements are met whether you're on E3 or E5.
- Scalable governance tools help you monitor and enforce standards across your organisation, even as content and teams grow.
- iWorkplace ECM+Protection and iWorkplace Smart Case Files keep every case organised, secure, and easy to find, with built-in permissions that protect sensitive information.
- Automated labels, templates, and lifecycle rules handle case file compliance and retention in the background, so teams work faster and with confidence knowing everything is in the right place, properly secured, and easy to retrieve.

CONNECTED SECURE GOVERNED

iWorkplace ECM+Protection creates a secure, compliant digital workplace that keeps your people connected through an intuitive intranet and streamlined Teams collaboration. Automated content management and built-in governance simplify workflows, protect sensitive information, and ensure compliance – empowering teams to work confidently and efficiently.

Hutt City Council: Seamless, Secure, and Well-Governed Digital Workplace



CHALLENGE	SOLUTION	OUTCOME
Hutt City Council (HCC) was managing 12TB of data across 4.6 million documents in a legacy ECM system. Compliance with the Public Records Act (PRA) was critical, but their outdated system and SharePoint's out-of-the-box features couldn't meet PRA requirements efficiently. The council needed a modern, compliant, and user-friendly solution that improved information access, governance, and operational efficiency without overburdening staff.	HCC implemented iWorkplace ECM+Protection, enabling automated metadata application, functional taxonomy, and design patterns to meet PRA obligations. These features streamlined information governance, made compliance effortless for users, and improved productivity. The solution also supported seamless site creation, template management, and workflow automation.	The project delivered major operational and compliance gains, including multiple automated process improvements and a significant number of integrations for a more connected, efficient workplace. HCC achieved seamless PRA compliance without disrupting operations, while boosting staff confidence in secure information management. It also strengthened collaboration between Information Management and IT, fostering continuous improvement and an ongoing partnership with Information Leadership to enhance their digital workplace and uphold strong governance and privacy.
"FROM A PUBLIC RECORDS ACT POINT OF VIEW HAVING GOOD METADATA AND TAXONOMY ARE SUPER IMPORTANT. iWORKPLACE ENABLES THIS WITHOUT PUTTING THE BURDEN ON USERS. IT ALSO ALLOWS US TO SPIN SITES UP, MANAGE TEMPLATES, AND DO WHAT WE NEED TO DO MORE EFFICIENTLY." — LAURA JAMIESON, INFORMATION MANAGER		



M365 Compliance – Automated, Smart, Defensible

GOVERN →

iWorkplace Compliance

For organisations wanting structured governance and defensible compliance

Gain full visibility and control to reduce risk, automate governance, and confidently meet regulations at scale with iWorkplace Compliance. It also boosts collaboration while keeping your content secure and compliant through tools like OneDrive Manager, Smart Records, Audit Log Monitoring, and upcoming AI Autoclassification..

KEY FEATURES AND IMPACT

- Experience a seamless digital workplace with iWorkplace ECM+Protection – combining Intranet, Teams, Smart Labels, Template Central, and Smart Case Files – to keep your teams productive, organised, and confident every step of the way.
- Gain organisation-wide visibility and control over content retention and deletion, so you can confidently manage risk and meet compliance requirements.
- Bring business content stored in personal OneDrive accounts under governance with iWorkplace OneDrive Manager, reducing unmanaged data and ensuring consistent policies apply everywhere.
- Monitor and report on labelling and lifecycle status with iWorkplace Smart Records, giving your compliance teams reliable insights to stay on top of information health.
- Track deletions, access, and structural changes through Audit Log Monitoring to quickly identify and respond to potential risks or policy breaches.
- Automate classification and retention with iWorkplace AI Autoclassification (coming soon), cutting manual effort and helping to consistently apply policies at scale.
- Empower information managers, CISOs, and CIOs with complete oversight and actionable data to support audits, legal requests, and policy enforcement.
- Ensure defensible disposal through audit trails and review workflows, protecting your organisation during compliance assessments or investigations.

COMPLIANCE MADE SIMPLE

iWorkplace Compliance gives your organisation complete control and visibility over content governance, automating classification, retention, and audit processes to reduce risk and ensure regulatory compliance – so your teams can focus on what matters most with confidence and ease.

Todd Energy: Streamlining Document Management for Hassle-Free Compliance



CHALLENGE

Three years into “The Sauce,” a project to reimagine its enterprise content management system, Todd Energy faced the challenge of managing more than one million digital documents. Many were outdated or unnecessary, creating storage inefficiencies and increasing the risk of holding onto records for too long—or deleting important ones by mistake. With over 320 staff and an equivalent number of contractors, the company needed a way to make compliance easier, reduce business risk, and free up time spent on document management.

SOLUTION

Todd Energy implemented iWorkplace Compliance. Smart Records allows information managers to create a taxonomy and apply rules that govern document retention and disposal, automating much of the compliance process. By automatically tagging compliance documents for retention or disposal, the system speeds up search, retrieval, and reporting. The automation not only streamlines day-to-day document handling but also ensures the organisation can adapt quickly to future changes in

OUTCOME

With iWorkplace Compliance, Todd Energy has significantly reduced the time required to find and manage documents, improving productivity for both staff and contractors. The company is reclaiming storage space and reducing the risk of non-compliance, while ensuring important documents are retained appropriately. As the digital transformation continues, Smart Records has become a vital tool for governance, efficiency, and business agility.

**“WE’VE GOT OVER ONE MILLION DOCUMENTS, WE DON’T NEED TO STORE EVERYTHING. WE CAN CLAW BACK OUR STORAGE.”
— STEPH RICHARDSON, SENIOR INFORMATION SPECIALIST**



Structured Content Made Simple

FLEXIBLE FIT →

iWorkplace Elements

For businesses that need flexibility, structure, compliance, and collaboration

Get up and running fast with iWorkplace Elements’ preconfigured, business-aligned templates for intranet, HR, contracts, projects, policies and procedures, and more – delivering structured, self-service workspaces that reduce content sprawl, boost collaboration and automatically govern your content.

KEY FEATURES AND IMPACT

- Preconfigured templates for intranet, HR, contracts, projects, and more help you get up and running faster with ready-made, business-aligned workspaces.
- Built-in smart metadata, retention labels, and access controls ensure compliance, security, and discoverability from day one.
- No IT build effort or deep Microsoft 365 expertise is required, allowing you to launch solutions without technical bottlenecks.
- This is ideal for businesses with limited information management or change support, delivering modern information management with minimal resourcing.
- Structured, self-service workspaces reduce content sprawl and automatically enforce governance.
- Templated intranet and collaboration sites aligned to user needs improve adoption and productivity without relying on IT.
- Modular, best-practice solutions are ready for rapid deployment, letting you mix and match to fit your business priorities.
- Prebuilt Employee Files help you manage personnel records simply, securely, and in line with privacy obligations.
- Standardised Contract Management tools allow you to track agreements with tagging, reminders, and lifecycle controls.
- Project Management templates keep documentation consistent and accessible across teams.
- Controlled Document libraries automate approvals and maintain version integrity.
- Health and Safety workspaces enable you to manage compliance with secure, role-based access.
- Council-ready templates enable fast, compliant setup for local government operations.
- OIA and LGOIMA tracking tools help you meet transparency requirements efficiently.
- Optional expert help is available for complex or compliance-heavy needs, allowing you to scale up for critical scenarios without costly full redesigns.

FLEXIBLE CONTENT MANAGEMENT

With iWorkplace Elements you get structured collaboration, secure records, and measurable value without IT bottlenecks. Designed for rapid deployment and adoption, it aligns to real business activities while providing governance and collaboration out of the box – all while reducing implementation and ongoing management costs.

Flexible Fit: Self-Manageable Collaboration and Content, Your Way



CHALLENGE

Nelmac, a New Zealand-based environmental services provider, was struggling with siloed teams, fragmented information, and limited cross-department collaboration. With a small IT team and increasing operational demands, the organisation needed a modern digital workplace that was secure, scalable, and easy to manage. The solution also had to ensure compliance and governance across Microsoft 365 while giving staff intuitive, structured tools to improve productivity and keep control of IT costs.

SOLUTION

Nelmac deployed a range of iWorkplace Elements solutions to deliver specific business improvements. This included modules for Contract Management ensuring contracts were findable, complete, and current. Controlled Documents ensured compliance and version control for policies, procedures and SOPs.

OUTCOME

Nelmac now has a scalable and robust platform for secure collaboration and content management. The solution provided enterprise-grade governance without adding complexity, while staff reported higher productivity, satisfaction, and engagement. The IT team gained the tools and confidence to self-manage the platform effectively, laying the groundwork for Nelmac’s continued digital transformation.

**“ONSITE TRAINING AND STRONG CHANGE MANAGEMENT QUICKLY UPSKILLED OUR STAFF, LAYING A SOLID FOUNDATION FOR OUR ONGOING JOURNEY TO MODERNISE HOW WE WORK.”
— NIC STUART, BUSINESS PARTNER – TECHNOLOGY**



Turn AI
from Risk
to Reward

SUPPORTING SERVICES →

Generative AI+Copilot

For leaders exploring Copilot and AI but unsure where to start

Confidently adopt AI in your high-compliance environment with our AI+Copilot-readiness services, including Ask.ai for secure, instant answers. Enjoy clean, compliant content, clear governance, and practical use cases that protect sensitive data and reduce manual effort so AI works for your organisation.

KEY FEATURES AND IMPACT

- AI+Copilot readiness assessment and content quality review builds trust in AI by identifying risks, fixing content issues, and ensuring a reliable data foundation for accurate results.
- Governance framework for responsible AI protects your organisation with clear policies, processes, and training aligned to Microsoft best practices.
- Use case discovery workshops focus AI investment on practical, high-impact scenarios that deliver measurable business value.
- Extensibility design for plugins, connectors, and agents keeps your AI capabilities future-proof and adaptable as needs evolve.
- Ask.ai conversational assistant gives staff fast, natural-language access to internal knowledge, reducing search time and improving decision-making.
- Automated sensitivity labelling and access controls ensure sensitive information is always protected without relying on manual checks.
- Proactive risk detection for AI outputs prevents accidental oversharing or non-compliant responses before they reach the end user.
- Continuous compliance monitoring maintains audit readiness and helps meet regulatory obligations with minimal operational overhead.
- Performance and adoption analytics track AI usage, identify productivity gains, and pinpoint opportunities for improvement.
- Integrated lifecycle management keeps content clean, relevant, and compliant without creating administrative burden.

EMPOWER
WITH
AI

Success with AI and Copilot means empowering people, optimising content, ensuring governance, and protecting sensitive content. Our AI+Copilot enablement services and Ask.ai boost productivity and keep compliance on track.

AI-DRIVEN
AUTOCLASSIFICATION

Coming soon, let us help you take the manual effort out of compliance, lifecycle management, and workspace governance.

High-Stakes: Preparing People, Data, and Systems for Microsoft 365 Copilot Success



CHALLENGE	SOLUTION	OUTCOME
A highly regulated government agency wanted to harness Microsoft Copilot to boost productivity, improve decision-making, and empower staff with AI-driven tools. They faced risks around sensitive data, adoption challenges, and uncertainty about Copilot's capabilities and extensibility. A structured, safe, and scalable approach was needed to explore generative AI effectively.	Information Leadership applied its Copilot Enablement Framework in three phases: <i>Get Excited, Get Ready, Take-off</i> . A Content Readiness Assessment addressed data gaps and risks, while User Enablement Workshops provided scenario-based training for safe, effective use. An Early Adopter Programme piloted Copilot with small cohorts, and a Copilot Extensibility POC tested custom use cases. All outputs, including playbooks and templates, were repeatable, enabling the agency to scale adoption internally.	The project delivered a structured rollout, with phased, cohort-based deployment ensuring smooth adoption. Risk mitigation measures identified and protected sensitive content before Copilot activation. Staff gained confidence and tools for scalable adoption, enabling organisation-wide expansion of Copilot use. Finally, the extensibility POC provided strategic insight, clarifying the possibilities for further AI enhancements utilising Information Leadership's Ask.ai and AI-driven Autoclassification tools.

“iWORKPLACE ASK.AI AND AI AUTOCLASSIFICATION ARE SET TO REDEFINE HOW ORGANISATIONS WORK – SMARTER, FASTER, AND MORE INFORMED.”
— MARK WATSON, GM SALES & ENGAGEMENT,



Make Work Meaningful, Connected, and Engaging

SUPPORTING SERVICES →

Employee Experience

For GMs and Transformation Leads focused on culture and communication

Whether you're refreshing an outdated intranet or launching a new platform, we design solutions tailored to your staff's needs and real daily workflows – using SharePoint, Viva, and Teams to build engaging experiences, knowledge hubs, and collaboration spaces that boost productivity and connection.

KEY FEATURES AND IMPACT

- Modern intranet design and delivery creates a seamless digital hub that unites communication and collaboration, fostering a more engaged and connected workforce
- Viva Connections, Dashboards, and Engage Communities integrate updates and social spaces into daily workflows, boosting intranet adoption and strengthening team bonds, especially for hybrid and remote staff.
- Ask.ai for intuitive knowledge access enables faster, smarter decisions with secure, conversational AI that delivers critical information quickly without additional licensing costs.
- Knowledge Base Implementation empowers your team with well-structured knowledge repositories, cutting search times and reducing duplicated work.
- Intranet remediation and content uplift revitalises your existing intranet so staff can easily find trusted, relevant content aligned with your organisation's goals.
- Personalised employee experiences deliver relevant content tailored by role or location to boost engagement and cut information overload.
- Mobile-optimised access keeps remote and field staff productive with secure intranet access on any device.
- Advanced analytics and usage Insights track engagement to identify gaps and continuously improve content and adoption.
- Robust security and compliance controls safeguard sensitive information with role-based access and audit-ready governance.
- Collaborative content creation tools enable teams to co-author and update content, keeping information accurate and fresh.
- Multilingual support helps diverse workforces by delivering content in preferred languages to enhance inclusivity.
- Employee feedback and engagement channels capture staff sentiment through polls and surveys to drive culture improvements.

UNLOCK EMPLOYEE EXPERIENCE

Create a seamless digital ecosystem that empowers your employees to connect, collaborate, and access the information they need – anytime, anywhere. By delivering personalised insights and easy-to-use tools, you boost engagement, simplify decision-making, and foster a more inclusive, productive workplace – all while keeping data secure and compliant.

Ruapehu District Council: Elevating Employee Experience Through M365 Transformation



CHALLENGE	SOLUTION	OUTCOME
Ruapehu District Council (RDC) relied on outdated, on-premise systems that were slow, fragmented, and hard to use. Staff had limited visibility of information, no automated workflows, and faced time-consuming searches – especially for property records. Poor integration between systems created inefficiencies and duplication, making it harder for employees to collaborate, stay engaged, and deliver high-quality service to the community.	RDC partnered with Information Leadership to replace its legacy system with Microsoft 365, creating an integrated, user-friendly digital workplace. The upgrade introduced iWorkplace Teams for seamless collaboration, and a modern iWorkplace Intranet to boost engagement, and automated workflows for key processes. Property-specific and enterprise-wide search tools improved access to information, while integrating Ozone with SharePoint established a single source of truth. Comprehensive change management ensured staff were trained, supported, and confident using the new tools.	The modern iWorkplace environment empowered staff with faster access to the information they need, improved collaboration across departments, and reduced time spent on repetitive tasks. Employees now enjoy a trusted, consistent, intuitive workspace that supports flexible working, clearer communication, and more productive project delivery. By removing technical barriers and embedding user-friendly tools, RDC has boosted staff engagement and created a foundation for ongoing digital growth – enhancing both employee experience and the services delivered to the community.

“THE GREAT THING ABOUT PARTNERING WITH INFORMATION LEADERSHIP WAS THE PROVEN SOLUTIONS THEY BROUGHT. THIS ACCELERATED OUR PROJECT AND GAVE US REAL CLARITY ON THE END RESULT.”
— MAGGIE FLONK, MANAGER INFORMATION MANAGEMENT



Driving Confident Adoption with Guidance and Clear Governance

SUPPORTING SERVICES →

User Enablement

Helping your people confidently adopt new ways of working

Successful adoption is about empowering your people, not just deploying tools. We support your rollout with tailored training, internal champions, and real-time insights. We help boost confidence, foster collaboration, and align your digital workplace with how your teams work – driving productivity and smooth, lasting change.

KEY FEATURES AND IMPACT

- A structured change and adoption programme ensures your Microsoft 365 and iWorkplace rollout drives successful, lasting user adoption by supporting your people every step of the way.
- Stakeholder analysis, risk assessment, communication, and training planning reduce resistance and boost confidence in new tools and processes.
- Tailored in-context training and easy-to-use support materials empower users and admins to quickly gain proficiency and maximise value.
- Upskilling internal champions builds expertise within your organisation, lowering ongoing support costs and fostering peer-to-peer learning.
- Adoption analytics and coaching sustain behavioural change by providing insights and targeted guidance to keep the momentum rolling.
- Customised change strategies with stakeholder mapping increase buy-in and minimise friction during transitions.
- Champion communities grow and scale your change capability by creating peer advocates who promote new ways of working.
- Aligning workplace design with user personas and real work scenarios ensures your digital tools truly meet employee needs and boost productivity.
- Adaptive training programs cater to different learning styles so every user gains confidence and skill with new tools.
- Continuous support and feedback loops address user challenges promptly, fostering a culture of ongoing improvement.
- Collaborative platform integration connects Teams and other tools to streamline communication across departments.
- Scalable change management frameworks grow with your organisation, adapting to evolving needs without disruption.

CHANGE THAT STICKS

Rolling out solutions is easier with our change and adoption programme. We support your people with customised training, build internal champions, and use insights to keep momentum strong. By aligning tools with real work and connecting collaboration platforms, we help reduce resistance, boost productivity, and make lasting change simple and sustainable.

Rangitikei District Council: Empowering Staff Through M365 User Enablement



CHALLENGE	SOLUTION	OUTCOME
Rangitikei District Council (RDC) needed to modernise its digital workplace to support more efficient, secure, and accessible information management. Their on-premise SharePoint 2013 repository was nearing retirement, and the lack of automation, integration, and clear governance made it harder for staff to find information, collaborate effectively, and meet compliance obligations. With limited resources and budget, RDC also wanted to ensure their internal team could take a leading role in the transformation, reducing reliance on external providers.	Working with Information Leadership, RDC evolved the project from a simple migration to a full redesign focused on empowering users. IL trained the IT team to handle data migration, site builds, and workspace configuration – building internal capability while reducing costs. The new SharePoint Online environment, iWorkplace Teams, and iWorkplace Intranet connected staff to resources, news, and guides. Automated metadata improved search, secure workspaces streamlined document management, and integration with the MagiQ property database created a single source of truth. New tools, forms, and Power BI dashboards equipped staff with intuitive, efficient ways to work.	Staff across RDC now have the tools, training, and confidence to work productively from anywhere. The IT team can manage and evolve the platform independently, ensuring long-term sustainability. Collaboration and communication have improved through Teams, property records are easier to find, and secure access is available on any device, even offline. By prioritising user enablement alongside technology deployment, RDC has created a digital workplace that empowers staff, maximises internal capability, and supports better service delivery to the community.

“THEIR TRAINING EMPOWERED OUR TEAM TO TAKE THE LEAD AND MAKE THE MOST OF THE TOOLS.”
— KARIN CRUYWAGEN, MANAGER INFORMATION SERVICES



Leave Legacy Behind and Build What's Next

SUPPORTING SERVICES →

Technical Solutions

For CIOs and IMs navigating complex systems and silos

Minimise disruption and keep your information management secure, modern, and aligned with your goals through a smooth, flexible migration to Microsoft 365 and iWorkplace. Tailored integrations connect your business apps to create seamless workflows that reduce manual tasks and errors, boosting efficiency across your organisation.

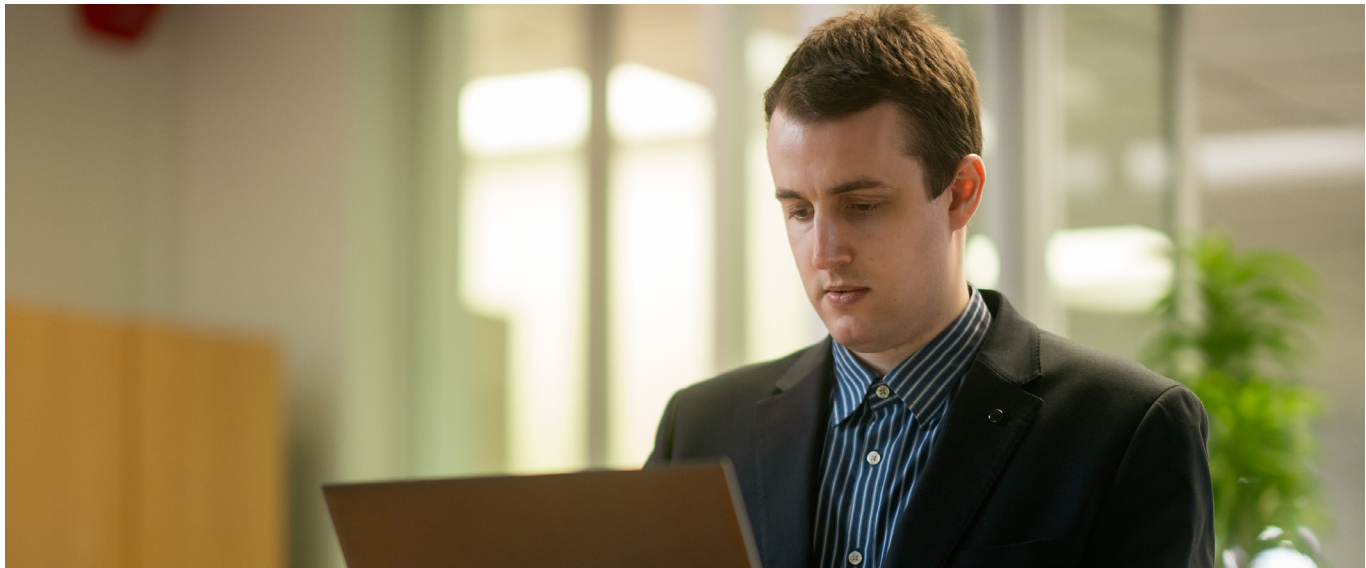
KEY FEATURES AND IMPACT

- Smooth, flexible migration from on-premises systems to the cloud reduces disruption and accelerates your move to modern platforms.
- Migration from legacy ECM systems and shared drives modernises information management, improving usability, compliance, and collaboration.
- Centralising content securely within Microsoft 365 lowers shadow IT risks and simplifies management.
- CRM, SharePoint, and line-of-business system integrations streamline workflows, enabling compliant document automation and better user experiences.
- Power Platform automation for forms, approvals, and dashboards boosts efficiency with low-code solutions tailored to your Microsoft 365 environment.
- API development and Azure API Management future-proof your digital workplace with secure, scalable integrations that evolve with your needs.
- Interactive dashboards and reporting provide real-time insights into governance, adoption, and performance, empowering confident, data-driven decisions.
- Custom migration planning minimises risks and ensures your unique business needs are met every step of the way.
- Automated data classification and tagging during migration improve content discoverability and compliance from day one.
- User-friendly migration tools and training reduce adoption barriers, helping your team transition smoothly and confidently.
- Scalable cloud architecture supports your organisation's growth, providing reliable performance and flexibility for future demands.

SEAMLESS DIGITAL TRANSFORMATION

We make moving to Microsoft 365 and iWorkplace easy and seamless, modernising your info and connecting your apps to save time, cut errors, and empower your teams. Tailored integrations ensure your systems work together smoothly for maximum efficiency.

One Forty-One: Technical Solutions for a Modern Microsoft 365 Ecosystem



CHALLENGE	SOLUTION	OUTCOME
One Forty-One, a trans-Tasman forestry and timber company, was hindered by legacy ECM systems, siloed information, and manual processes. Collaboration was fragmented, integration between core business systems was lacking, and compliance processes were heavily manual. The company needed a modern Microsoft 365 environment that could consolidate content, connect key systems, automate workflows, and implement governance to support scalability and compliance.	Information Leadership deployed tailored technical solutions, migrating content from legacy ECM platforms and shared drives into SharePoint Online and iWorkplace Teams to improve usability and reduce costs. Integrations linked CRM and ERP systems, enabling compliant document automation and a seamless user experience. Automated forms, approvals, and dashboards built with Power Automate and Power BI enhanced reporting and decision-making. Governance frameworks, APIs, and extensibility features – including self-service provisioning and smart guest management – ensured a scalable, compliant, and future-ready environment.	The modernised Microsoft 365 environment became the central, secure workspace for collaboration across One Forty-One's operations. Automation reduced manual work and errors, freeing staff to focus on higher-value activities. Embedded metadata, retention labels, and access controls improved compliance confidence, while scalable governance empowered users to self-manage workspaces without compromising oversight. The technical foundation now supports continuous improvement and future innovation across the organisation.

“BY CONNECTING THEIR CORE SYSTEMS, AUTOMATING KEY PROCESSES, AND EMBEDDING GOVERNANCE INTO MICROSOFT 365, WE’VE CREATED A PLATFORM THAT’S NOT ONLY EASIER FOR THEM TO USE BUT BUILT TO GROW WITH THEM.”
— SARAH HEAL, CEO INFORMATION LEADERSHIP

Let's Go

Ready to move forward with clarity and confidence?

YOUR DIGITAL WORKPLACE TRANSFORMATION STARTS HERE.

Whether you're untangling legacy systems, enabling AI, or uplifting compliance, we'll help you go further, faster – with solutions that fit your people and your risk profile.

For over 20 years, we've helped organisations across New Zealand, including central and local government, Māori organisations, utilities, ports, commercial entities, and not-for-profits, bring clarity and control to their content environments. Our solutions, including iWorkplace and iWorkplace Elements, are trusted, proven, and flexible – always paired with expert guidance and a people-first approach.



New Zealand-based team
Kiwi-owned & operated



Results that count
Real impact



Most experienced
60+ strong team



Leading solutions
iWorkplace



“WHEN YOU WORK WITH US,
SUCCESS MEANS LASTING,
VISIBLE CHANGE. YOU’LL HAVE A
CONTENT ENVIRONMENT THAT’S
STRUCTURED, WELL-GOVERNED
AND GENUINELY USEFUL.”
— SARAH HEAL, CEO
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