SHAREGATE PROTECT • GOVERNANCE SNAPSHOT

Microsoft 365 Tenant Governance Briefing

Immediate actions and risk exposure across sites, groups, and OneDrive — for executive review.

Prepared for: Executive Leadership Team

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TENANT HEALTH DASHBOARD

Your Microsoft 365 Environment at a Glance

566

SharePoint Sites

413 flagged inactive

514

Microsoft 365 Groups

1 ownerless

45

Teams

active collaboration spaces

74

OneDrive Accounts

66 orphaned

501

Active Users

licensed & active

1.27 TB

Total Data Stored

across all workloads

Critical Risks Requiring Immediate Action

HIGH SEVERITY

Private Group with Org-Wide Access

1

Flat vs. 30 days ago

A private Microsoft 365 group is exposed to Everyone Except External Users (EEEU) — content intended to be restricted is visible tenant-wide.

HIGH SEVERITY

Workspaces Exposed via EEEU Access

16

Down from 18 (-11%)

Sixteen SharePoint sites and Teams currently grant access to everyone in the organization by default, well beyond their intended audience.

HIGH SEVERITY

Users with Excessive Direct Permissions

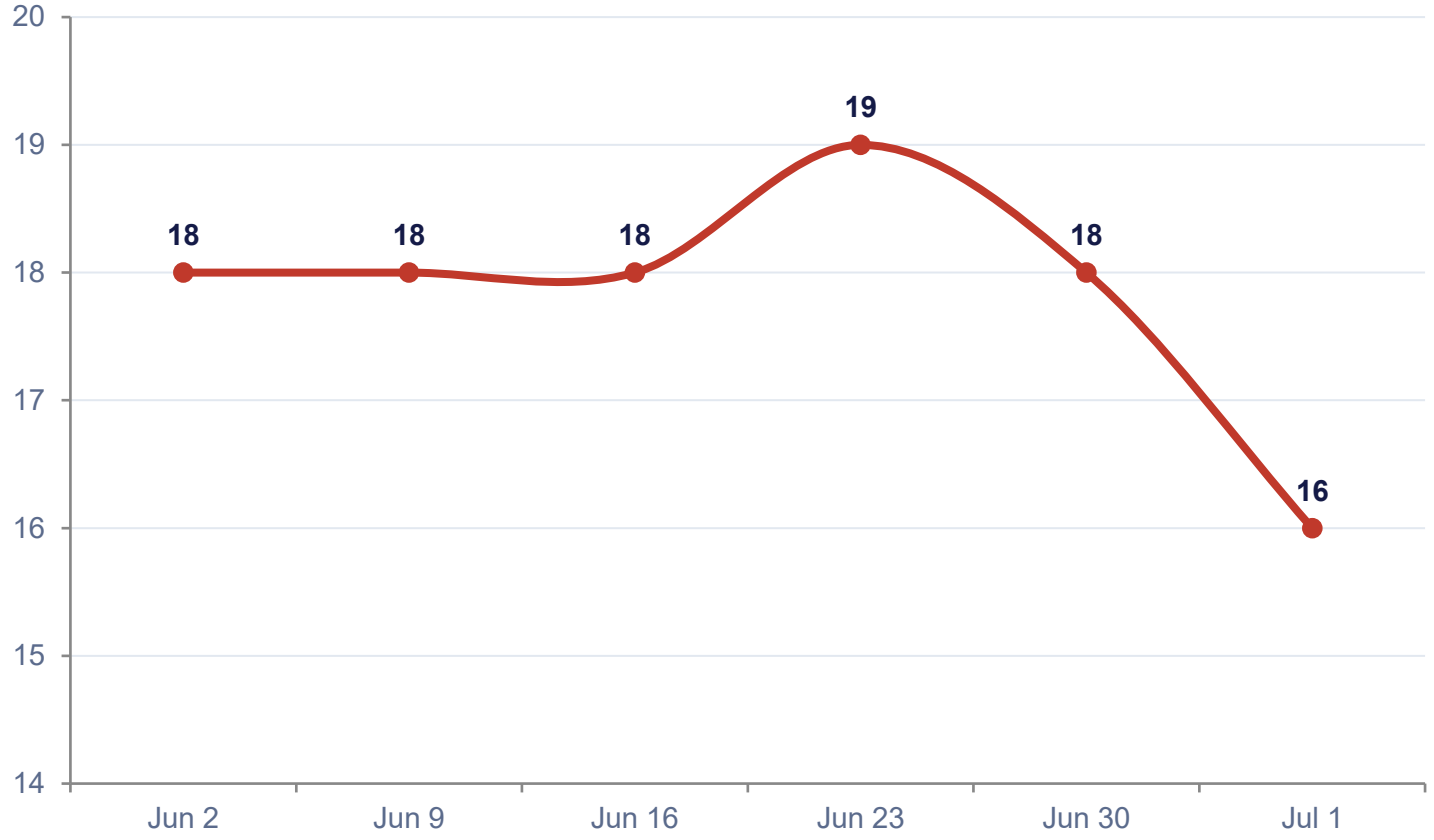
6

Up from 5 (+20%)

Six users hold high volumes of direct (non-group) permissions — a common audit finding and a known drag on Copilot answer accuracy.

30-DAY TREND

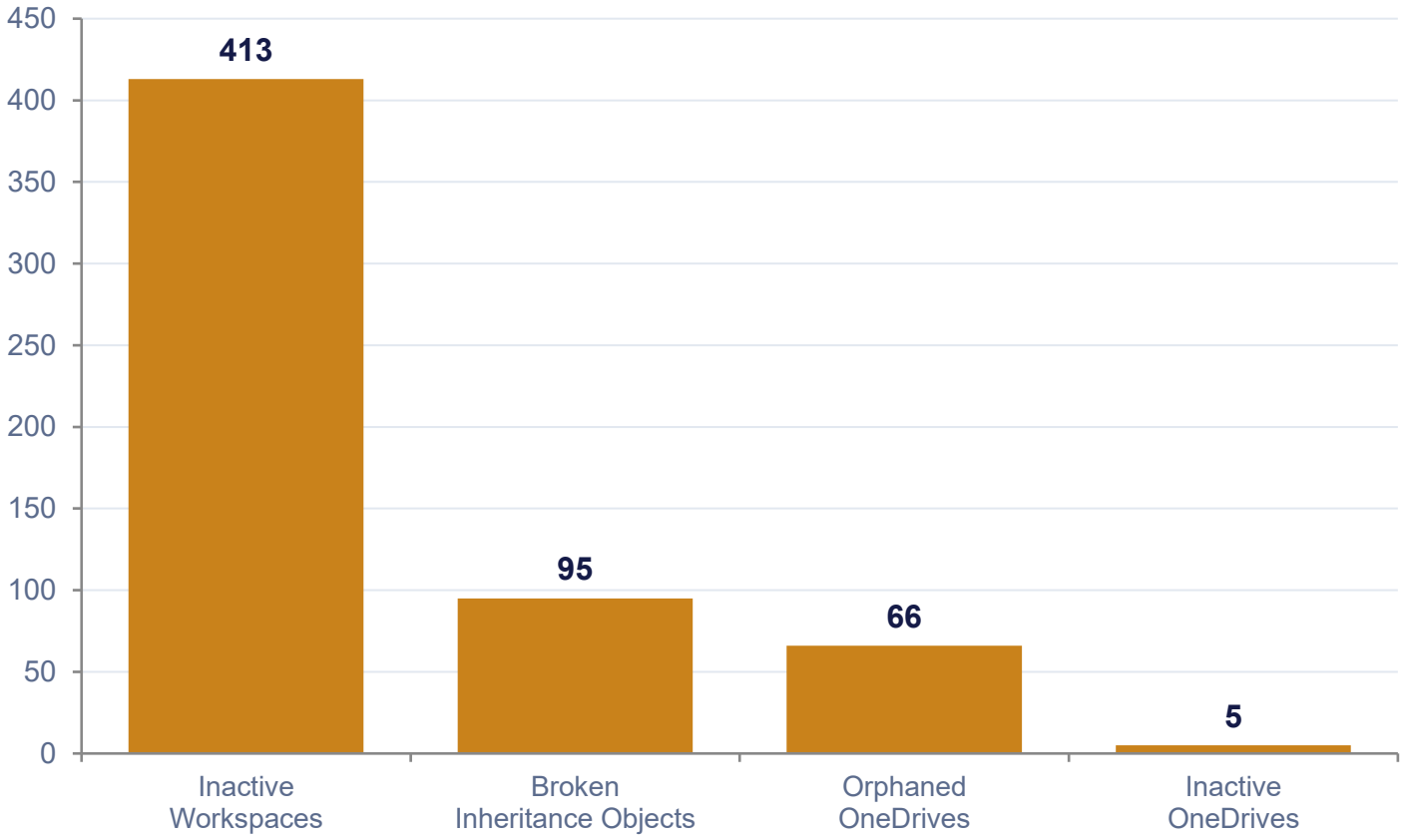
EEEU-Exposed Workspaces Are Trending Down — Keep the Pressure On



What's driving this

- A recent cleanup pass brought EEEU-exposed workspaces from 19 down to 16 in the last 48 hours.
- The count still crept up mid-month (18 → 19) before remediation — sprawl re-appears without a recurring review.
- Recommendation: convert this into a standing bi-weekly access review rather than a one-time fix.

Growing Sprawl Increases Long-Term Risk and Cost



MEDIUM SEVERITY

413 inactive sites
up 11 in 30 days (+2.7%) — no owner activity, still consuming storage and attack surface.

95 objects with broken permission inheritance
each one is a manually-set exception that's easy to lose track of during an audit.

66 orphaned OneDrives
accounts with no active owner — a common compliance and offboarding gap.

COST OPTIMIZATION

Identified Savings Sitting in the Tenant Today

$45.75

identified monthly savings

From license cleanup alone — before addressing storage or sprawl-driven overhead.

Inactive Licenses

Down from 9 (-66.7%)

3

licenses

$30.00 / mo

recoverable / month

Unallocated Licenses

Down from 12 (-8.3%)

11

licenses

$15.75 / mo

recoverable / month

MOMENTUM CHECK

Remediation Already in Motion This Month

Workspaces Shared Org-Wide

18 → **16**

-11.1%

last 30 days

Ownerless Groups

1 → **1**

0%

last 30 days

External Sharing Links

3 → **4**

+33.3%

last 30 days

Tenant Storage Used

1.02 TB → **1.01 TB**

-0.5%

last 30 days

Governance is a continuous process, not a one-time project — the trend lines above only hold with sustained, scheduled reviews.

ACTION PLAN

Recommended Actions — Prioritized

1

THIS WEEK

Lock down the exposed private group

Remove EEEU access from the 1 private group flagged — highest-sensitivity finding in this review.

2

THIS WEEK

Audit users with excessive direct permissions

Review the 6 flagged users; convert direct grants to group-based access to shrink the audit surface and improve Copilot result relevance.

3

NEXT 30 DAYS

Drive EEEU-exposed workspaces to zero

Continue the current cleanup trend (19 → 16) with a recurring bi-weekly access review, not a one-time push.

4

NEXT 30 DAYS

Resolve broken inheritance & reclaim licenses

Review the 95 objects with custom permissions; reclaim the 14 inactive/unallocated licenses already identified ($45.75/mo).

5

ONGOING

Establish a standing governance cadence

Move from reactive cleanup to a scheduled monthly review of sprawl, sharing, and licensing metrics.

NEXT STEPS

Approve the Week-One actions and review progress at the next check-in.

- Assign an owner for the private-group and permissions remediation (Actions 1–2) — target: this week.
- Schedule a recurring governance review cadence with IT/Security to sustain the current EEEU downward trend.
- Revisit this dashboard in 30 days to confirm the $45.75/mo in identified savings has been recovered.

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