

URBAN PLANNING | CASE STUDY

Three offices, one workspace

Zone Planning Group | From an ageing NAS to Microsoft SharePoint

3	0	Same speed
offices on one workspace	files left on the old NAS	from every office

Executive summary

Zone Planning Group's project files lived on an ageing on-premises NAS in its Burleigh Heads office. Staff in Gladstone and Moss Vale reached the same files across the wire, and the round trip was getting slower as the project library grew.

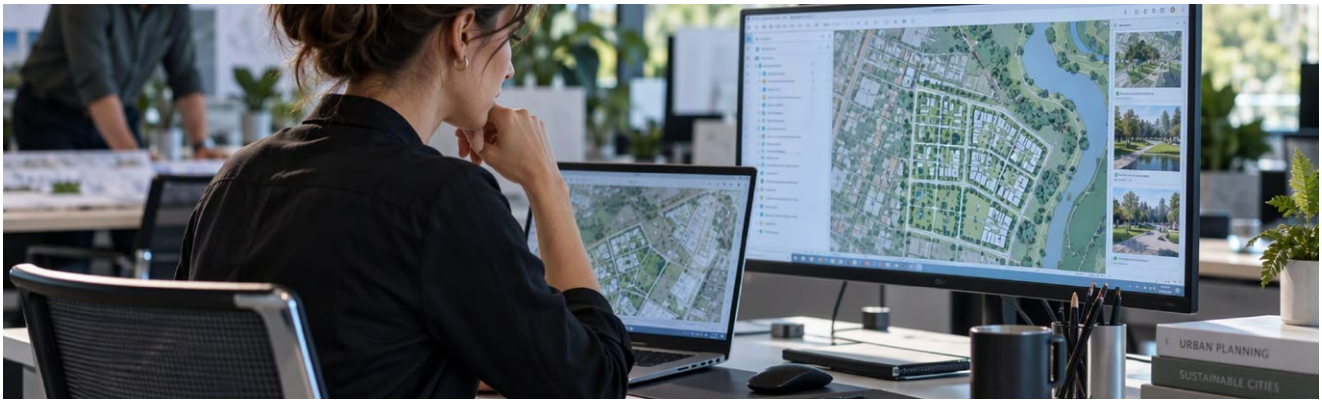
Evolve migrated the firm to Microsoft SharePoint and built a structure that fits the way ZPG runs projects. The NAS is now retired, the project library lives in one place, and all three offices work from the same content at the same speed.

The challenge

- A NAS in one office, staff in three: the shared drive lived in Burleigh Heads while Gladstone and Moss Vale opened files across the wire.
- A project library that had outgrown its folders: finding the right version of a 2019 development application meant knowing exactly where to look.
- Version drift on every active job: multiple authors, sub-consultants and external reviewers meant lock files and names ending in "_FINAL_v3".

Key technologies and services

Technology / service	Role in the case study
Microsoft SharePoint	The destination platform. The firm's project library moved off the on-premises NAS and into SharePoint.
Site structure by year and region	The first cut breached SharePoint's container limits. The library was split by year and by region (Gold Coast, Central Queensland and NSW Southern Highlands) to match ZPG's three offices.
Document libraries, lists and workflows	Document libraries, custom lists and a handful of automated workflows came in alongside the migration.
Activity reporting	Reporting so the directors could see what was happening across the firm.
Proof of concept and hardware audit	A SharePoint proof of concept ran against real ZPG content before sign-off. A parallel hardware audit showed the network and endpoints could carry SharePoint.
Training documentation	Rewritten from the basics after watching staff use it, for a team ranging from SharePoint-native to never-touched-OneDrive.



Evolve's approach

1. **Observe**
   Visited the office to see how staff used the NAS.
2. **Prove**
   SharePoint proof of concept on real ZPG content before sign-off.
3. **Structure**
   Library split by year and region to match the three offices.
4. **Train**
   Training material rewritten from the basics. Adoption picked up immediately.

Business outcomes

Same speed from every office

Project files open at the same speed in Burleigh Heads, Gladstone and Moss Vale. No head-office copy and two remote ones.

NAS retired

The project library lives in one place and no files are left on the old NAS.

A structure that follows the work

The site structure follows the way the firm delivers work, so a planner anywhere can navigate to a project without knowing its full history.

Faster adoption

Training material that starts from the basics lifted adoption straight away, and directors now have activity reporting across the firm.



Why this case study matters

A migration is only as good as its fit with how people work. The value here came from watching the team use the old system before proposing anything, proving the approach on real content before sign-off, and adjusting both the site structure and the training material when the first attempts didn't fit.

Related Evolve services

Cloud & infrastructure	Microsoft 365, Azure, cloud migrations and server management.
Managed IT support	Helpdesk, remote and on-site support, device management and vendor liaison.
IT strategy & consulting	Technology roadmaps, budgeting, procurement and vendor-neutral advice.

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Still running on an ageing file server?

Talk to Evolve about moving your project files to SharePoint in a way that fits how your team works. evolvetech.com.au