

Contoso Legal LLP



PREPARED BY
Harbour IT

DATE
13 Oct 2026

DATA COLLECTED
13 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
contoso.onmicrosoft.com

Groups with no members, groups inside other groups, dynamic groups with their rules and whether they're paused, teams and groups about to expire, role-assignable groups, and blocked accounts still in groups.

Filtered view. Empty groups: 1 of 1 rows, Created: older than 30 days. Dynamic groups: 0 of 1 rows, Processing is Paused. Every group: 15 of 15 rows, 1 column hidden. The headline figures cover every row.

Empty groups

1

1 older than 30 days

Groups inside groups

3

Deepest: 3 levels

Paused dynamic rules

0

Not adding joiners or removing leavers

Expiring soon

2

1 with nobody to renew

Role-assignable groups

1

1 with a guest

Blocked members

2

2 blocked accounts still in groups

Empty groups 1

Groups with no members at all. Delete the ones nobody needs; a dynamic group here has a rule that matches nobody. Empty groups older than 30 days are flagged.

Flag	Group	Kind	Membership	Email	Created
● Low	Group creators	Security group	Assigned	–	10 Jan 2025

Groups inside groups 3

Groups with other groups as members. Everyone in the inner groups gets what the outer group gives, which is easy to miss; 3 or more levels are flagged.

Flag	Group	Kind	Groups inside	Inside of	Levels below	Members
	Finance alerts	Mail-enabled security group	VPN Users	Info	2	2
● Low	Info	Distribution list	Finance alerts	–	3	2
	VPN Users	Security group	Group creators	Finance alerts	1	2

Dynamic groups 0

Groups whose members Entra ID works out from a rule (needs Entra ID P1). A paused rule stops adding joiners and removing leavers, so it's flagged.

No rows match the filters.

Expiring soon 2 1 to review

Teams and Microsoft 365 groups the expiration policy will delete within 90 days. One that's used renews itself; otherwise its owners are emailed to renew it, so a group with no owner who can sign in is flagged, as is one due within 30 days. A deleted group can be restored for 30 days.

Flag	Group	Kind	Expires	Days left	Owners	Members
● Low	Board	Team	6 Nov 2026	24	Annabel Fraser	2
● Medium	Project Phoenix	Team	29 Nov 2026	47	Bobby Marsh	3

Role-assignable groups 1 1 to review

Groups that can be given admin roles, so being a member of one is being an admin. Their owners can add anyone; a guest in one is flagged.

Flag	Group	Kind	Members	Guests	Owners	Created
● Medium	Helpdesk admins	Security group	2	1	–	10 Jan 2025

Blocked members 2

Groups that still hold accounts whose sign-in is blocked, usually leavers. Access the group gives is handed back the moment the account is unblocked, and the member counts others see are wrong; blocked accounts in a role-assignable group are flagged higher.

Flag	Group	Kind	Blocked accounts	Blocked	Members
● Low	Marketing	Microsoft 365 group	Bobby Marsh	1	8
● Low	Project Phoenix	Team	Bobby Marsh	1	3

Every group 15

Every group in the tenant, with its direct members (people, devices, apps and groups).

Group	Membership	Members	Groups inside	Inside of	Created	Expires
All Staff	Dynamic	2	–	–	10 Jan 2025	–
Board	Assigned	2	–	–	10 Jan 2025	6 Nov 2026
Clients	Assigned	14	–	–	4 Mar 2024	–
Finance	Assigned	10	–	–	4 Mar 2024	–
Finance alerts	Assigned	2	1	Info	10 Jan 2025	–
Group creators	Assigned	0	–	VPN Users	10 Jan 2025	–
Helpdesk admins	Assigned	2	–	–	10 Jan 2025	–

Group	Membership	Members	Groups inside	Inside of	Created	Expires
Info	Assigned	2	1	–	10 Jan 2025	–
Marketing	Assigned	8	–	–	4 Mar 2024	–
Marketing	Assigned	1	–	–	1 Sep 2026	–
Operations	Assigned	14	–	–	4 Mar 2024	–
Project Phoenix	Assigned	3	–	–	10 Jan 2025	29 Nov 2026
Provisioned	Assigned	1	–	–	10 Jan 2025	–
Sales	Assigned	3	–	–	10 Jan 2025	–
VPN Users	Synced from AD	2	1	Finance alerts	10 Jan 2025	–

Members are direct members. Teams and Microsoft 365 groups can't contain other groups. Delete or change groups in the Microsoft Entra admin center (Groups), or in on-premises AD for synced groups; Office Sentry only reads them.

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 13 Oct 2026, 04:00 UTC.