

**NOTICE TO CHAIR OF OVERVIEW AND SCRUTINY COMMITTEE  
OF A GENERAL EXCEPTION TO THE PUBLICATION OF THE  
INTENTION TO MAKE A KEY DECISION<sup>1</sup>**

**AND**

**NOTICE SETTING OUT REASONS WHY PUBLICITY  
REQUIREMENTS ARE IMPRACTICABLE<sup>2</sup>**

1. Where a decision maker intends to make a key decision that decision must not be made until at least 28 clear days public notice has been given<sup>3</sup>.

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<sup>1</sup> In accordance with Regulation 10(1) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

<sup>2</sup> In accordance with Regulation 10(3) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

2. Where the publication of the intention to make a key decision is impracticable, that decision may only be made where the Chair of the Overview and Scrutiny Committee has been informed of the matter about which the decision is to be made, notice to the Chair has been made available for public inspection at the Council offices and published on the Council's website, and after 5 clear days have elapsed following the day on which notice to the Chair was made publicly available<sup>4</sup>.
3. **This notice is to inform the Chair of the Overview and Scrutiny Committee that it has been impracticable to give 28 clear days public notice of the item(s) set out below for the reasons set out below and that it is intended that the key decision(s) will be made on the date specified below.**
4. **Notice is also given to the public that the reasons why compliance with the requirements for publicity in connection with key decisions are impracticable are set out below.**

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<sup>3</sup> In accordance with Regulation 9(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

<sup>4</sup> In accordance with Regulation 10(1) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Between 11/3/24 and 18/3/24	Award Microsoft Unified Support 3year renewal	Proactive and reactive support for all O365 products for 3 years charged annually. Resources available for workshops and project management to implement enhancements to the suite	Cabinet Member Signing	Cabinet Member for Finance and local Investment  Director for Culture, Strategy and Engagement	Decision Report and MS Proposal	Public	Microsoft usually only offer a single year. This year that changed and a 3year option became available. The proposal was received on 13/2. and they had included a 3 year contract option for the first time, which is likely to represent a considerable cost avoidance and better value than a series of single year contracts over the same period but there is a need to complete the contract formalities by 31 March.

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