

NOTICE OF MEETING

URGENT DECISIONS

Monday, 16th March, 2026, 2.00 pm - Alexandra House 10 Station Road N22 7TR (watch the live meeting [here](#),)

Councillors: Dana Carlin – Cabinet Member for Finance and Corporate Resources.

Quorum: 1

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct

3. MICROSOFT ENTERPRISE SUBSCRIPTION AGREEMENT - NEW CONTRACT AWARD (PAGES 1 - 6)

Although this item is on the Forward Plan the procurement process has been delayed following additional clarifications through the procurement process which have extended the timeline for the evaluation and award. This has meant that the decision was not ready for publication in late February. This means that the decision has become urgent as the procurement process needs completion by 31st March 2026 which includes - a statutory 10-day standstill period under the Public Contracts Regulations 2015 following the award decision, prior to entering into the contract formally, and the allocation of a purchase order to ensure the continuity of the Councils MS service provision.

Failure to adhere to these dates would cause significant disruption/loss of service/service degradation across Council operations.

Although MS will not directly fine the Council for missing the 31st March 2026 deadline, any service disruptions will result in penalties for failing to meet statutory obligations and negatively affect the Council's reputation.

Given the need to have the necessary plans in place before 31st March 2026, it is not practicable to comply with the 28-day notice requirement in Part Four, Section D, Rule 13 or the 5-day notice requirement in Part Four, Section D, Rule 4, or the General Exception procedure at Part Four, Section D, or the Call-In Procedure Rules at Part Four, Section H.

Please be advised that the Chair of Overview and Scrutiny has further agreed that the call-in procedure shall not apply to this urgent decision. This is because the decision is urgent and any delay in implementation caused by the call-in procedure would seriously prejudice the Council's or the public's interests due to the fact that any delay in decision making will impact cause significant disruption/loss of service/service degradation across Council operations. The Chair of Overview and Scrutiny Committee has agreed that the decision is both reasonable in all circumstances, and that it should be treated as a matter of urgency. This is also in accordance with Part 4, Section H, and Paragraph 18 (a) and (b) of the Council Constitution.

4. EXCLUSION OF THE PRESS AND PUBLIC

Item 5 is likely to be subject to a motion to exclude the press and public from the meeting as it contains exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); para 3 namely information relating to the financial or business affairs of any particular person (including the authority holding that information).

5. EXEMPT - MICROSOFT ENTERPRISE SUBSCRIPTION AGREEMENT - NEW CONTRACT AWARD (PAGES 7 - 8)

To consider exempt information relating to Microsoft Enterprise Subscription Agreement - New Contract Award

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