

**NOTICE TO CHAIR OF OVERVIEW AND SCRUTINY COMMITTEE OF A
GENERAL EXCEPTION TO THE PUBLICATION OF THE INTENTION TO
MAKE A KEY DECISION¹**

AND

**NOTICE SETTING OUT REASONS WHY PUBLICITY REQUIREMENTS
ARE IMPRACTICABLE²**

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

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

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 given³.
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 available⁴.
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.**

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

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

Date of decision or period within which the decision is to be made	Agenda item title	Short description	Decision maker	Cabinet Member & Lead Officer	List of documents to be submitted to the decision maker	Public or Private meeting. Statement of reasons if private	Reasons why impracticable to give 28 clear days' public notice
Between 14-Jun-2022 and 30-Jun-2022	Establish a Dynamic Purchasing System (DPS) for Design, Print, Marketing Collateral and Advertising Provision	The current DPS agreement expired in March 2022; the proposal is to replace the DPS in place. This will ensure a route to market that the organisation can use to procure any design, print, marketing, or advertising requirements. This will ensure that the organisation is getting best value from the market when procuring services.	Cabinet Member Signing	Leader of the Council Assistant Director of Strategy, Communications, and Delivery.	Report of the Director of Customers, Transformation, and Resources	Part or all the report will contain exempt information under Para 3 – Information relating to the financial or business affairs of any person (including the authority holding that information)'. Para 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	The DPS aids and supports the communications team in the delivery of all design, print, marketing, and advertising requests from across the organisation. The establishment of the DPS will contribute to achieving income for the authority. Moreover, the contract allows the Council to procure services in a more cost effective and efficient way. A joining fee is payable by all authorities who decide to undertake their sourcing via this DPS. The council already has three additional authorities paying for use of our DPS, meaning we need the agreement in place as soon as possible to fulfil our contractual obligations to those authorities. Given the above, it is not practicable to comply with the 28-day notice requirement in Part Four, Section D, Rule 13 of the constitution. This is set out in Part Four, Section D, Rule 16, of the Constitution.

Published: 8 June 2022