

NOTICE OF A CASE OF SPECIAL URGENCY FOR THE MAKING OF A KEY DECISION¹

¹ In accordance with Regulation 11(2) 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,² 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. Where the date by which a key decision must be made makes compliance with the requirements of paragraph 2 above impracticable the decision may only be made where the decision maker has obtained agreement from the Chair of the Overview and Scrutiny Committee that the making of the decision is urgent and cannot reasonably be deferred⁵.

² A Key Decision is defined in legislation as an executive decision, which is likely:

- to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or
- to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

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.

⁵ In accordance with Regulation 11(1) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

4. This notice⁶ confirms that the Chair of the Overview and Scrutiny Committee has agreed that the making of the key decision in relation to the business set out below is urgent and cannot reasonably be deferred for the reasons set out below.

Date of decision or period within which the decision is to be made	Matter in respect of which the decision is to be made	Short description	Decision maker	Cabinet Member & Lead Officer	List of documents to be submitted to the decision maker	If all or part of the report is exempt or confidential this will be stated below and reason given. If all the papers are publicly accessible this column will say public	Reasons why decision is urgent and cannot reasonably be deferred
16 th March 2026	Microsoft Enterprise Subscription Agreement – New Contract Award	Cabinet Member approval, under Contract Standing Order (CSO) 2.01.c), which permits approval of awards of Contract valued at £500,000 or more for a Microsoft Enterprise Subscription Agreement, with a MS Licensing Solution Partner, for	Cabinet Member Signing	Cabinet Member for Finance and Corporate Services - Head of Technology, Digital and Change,	1 - Cabinet Report - Microsoft Enterprise Subscription Agreement – New Contract Award 2 - APPENDIX 1: PART B – Exempt Report for the award of the Microsoft Enterprise Subscription Agreement	Part exempt Paragraph 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).	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

⁶ In accordance with Regulation 11(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

		the supply of licence subscription to the Council.			Report of the Director for Finance and Resources		<p>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.</p> <p>Failure to adhere to these dates would cause significant disruption/loss of service/service degradation across Council operations.</p> <p>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.</p> <p>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</p>
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							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 in accordance with Part 4, Section H, and Paragraph 18 (a) and (b) of the Council Constitution.

Fiona Alderman
 Director of Legal and Governance (Monitoring Officer)
 Haringey Council