

# **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>**

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

<sup>3</sup> In accordance with Regulation 10(1) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

- 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.**

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	Public or Private meeting. Statement of reasons if private	Reasons why impracticable to give 28 days' clear public notice
6 May 2026	<b>Merchant Acquirer Re-Procurement and Direct Award of Contract</b>	<p>Merchant acquiring services enable the Council to process debit and credit card payments across its services, supporting the secure collection of income from residents, businesses and partners.</p> <p>The Council's current merchant acquiring contract is no longer financially sustainable, with projected annual costs exceeding budget. It is proposed to re-procure the service and also directly award the contract via an approved Framework to secure improved commercial terms while maintaining continuity. This is expected to reduce costs and address the budget pressure.</p>	Cabinet Member signing	<p>Cabinet Member for Finance and Corporate services</p> <p>Director for Finance</p>	Report of the Corporate Director for Finance and Resources	<p>Part exempt</p> <p>Paragraph 3</p> <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>	<p>This decision is listed on the Forward Plan as a re procurement decision. However, given the adverse financial impact on the Council of the current provision, the approval and direct award of the contract for this provision are being requested simultaneously.</p> <p>There is a need to provide an updated description of this key decision via a General Exception notice to meet the requirements of the Council's Contract procedure rules and Access to information rules.</p> <p>A decision needs to be taken forward in May as the revised commercial terms are expected to reduce annual costs to approximately £490k, delivering savings of around £530k per annum and addressing the current budget gap.</p>

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