



**Notice is hereby given that a key decision will be taken by the Cabinet on 24 February 2020**

**AWARD OF MICROSOFT ENTERPRISE AGREEMENT**

Where a key decision contains exempt information and would be considered in private session a 28 days' notice period, prior to the date of that the decision is required. If this notice period has not been given, then the decision can still be taken by the decision maker, if the provision contained within Rule 18 (Exempt Urgency Procedure) of the Access to Information Procedure Rules Part 4B of the Constitution has been met.

Councillor Southgate in his capacity as Chair of the Overview and Scrutiny Commission has approved the use of Section 18 - Exempt Urgency procedures for this decision, stating that the decision was included in the Departmental Growth estimates for 2020/21, and as such was scrutinised by the Overview and Scrutiny Commission in November last year

The report provides commercially sensitive information relating to the award of a contract to a Large Account Reseller (LAR) to supply Microsoft licences to the Council.

The reason for urgency is that a decision is needed as the recommendations in the report form part of the Council's budget process and delaying for a further 28 days would adversely impact on that process.

The item is exempt due to Access to Information Rules, Part 4B section 3: information relating to the financial or business affairs of any particular person (including the authority holding that information).

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