



ADUR & WORTHING
COUNCILS

Date: 17 May 2024

Executive Decision – Case of Special Urgency

In accordance with the provisions of procedure rule 18.6 of the Overview and Scrutiny procedure rules, as set out in the Council's Constitution, we hereby agree that the implementation of the exempt executive decision referred to below is urgent and cannot reasonably be deferred. We are therefore in agreement that the following executive decision should not be subject to call in:

Decision Makers: **Head of Technology and Design**

Title of Decisions: **Award of Microsoft Enterprise Licence Agreement for Desktop Operating System, server and software licenses**

Date Decision: **17 May 2024**

Reason why these decisions cannot reasonably be deferred:

The Joint Chairs of the Joint Overview and Scrutiny Committee agree, after consulting with the Council's Monitoring Officer and Section 151 Officer, that accepting a call-in of the decision by the Head of Technology and Design would be highly likely to result in the Council incurring significant disruption to the Councils' IT systems. It is noted that there have been delays to the procurement process acknowledged by Microsoft.

The renewal of the enterprise agreement is critical as Microsoft licences are a legal requirement for the use of a Windows operating systems on desktop and server devices. In addition to these licences, Office 365 is essential for many of the Council's key systems. Without the renewal, the organisation would face significant disruption, losing access to all these features and tools. This loss would adversely affect a majority of Council operations.

For this reason the Exemption to the Call-in Procedure has been applied to the Decision made by the Head of Technology and Design under his delegated authority.

To be agreed by:

- (i) the Chairmen of Joint Overview and Scrutiny Committee (JOSC); or if there is no such person or he/she is unable to act;
- (ii) the Vice Chairmen; or if there is no such person or he/she is unable to act;
- (iii) the Civic Head.

Name: Councillor Joss Loader (ADC JOSC Chairperson)
Signed: Joss Loader

Authority: ADC
Date: 16 May 2024

Name: Councilor Heather Mercer (WBC JOSC Chairperson)
Signed: Heather Mercer

Authority: WBC
Date: 16 May 2024