

**NORTH YORKSHIRE COUNTY COUNCIL**

**NOTICE OF URGENT ITEM**

**Access to Information Procedure Rule 15 – General Exception**

**IT Support to Consolidate Microsoft 365**

**To Members of the Corporate & Partnerships Overview and Scrutiny Committee  
and  
the Chairman of North Yorkshire County Council**

The County Council's Constitution provides that if a matter which is likely to be a key decision has not been included on the Council's Forward Plan for the requisite period, the decision may still be taken if an urgency procedure is followed.

Under Access to Information Procedure Rule 15:

- 15.1 *If the publication of the intention to make a key decision is impracticable and a matter which is likely to be a key decision has not been included in the forward plan for the requisite period as set out in Rule 13.2, then subject to Rule 16 (special urgency), the decision may still be taken if:*
- (a) the Assistant Chief Executive (Legal and Democratic Services) has informed the Chairman of a relevant overview and scrutiny committee, or if there is no such person, each member of that committee by notice in writing, of the matter about which the decision is to be made;*
  - (b) the Assistant Chief Executive (Legal and Democratic Services) has made copies of that notice available to the public at the offices of the Council and on the Council's website; and*
  - (c) at least five clear days have elapsed following the day on which the Assistant Chief Executive (Legal and Democratic Services) complied with (a) and (b).*
- 15.2 *As soon as reasonably practicable after the Assistant Chief Executive (Legal and Democratic Services) has complied with (a) to (c) above, s/he must make available at the Council's offices a notice setting out the reasons why compliance with Rule 13.2 is impracticable and publish that notice on the Council's website.*

It is anticipated that on 13 June 2022, the Corporate Director of Strategic Resources will consider a report proposing the merging of the existing eight instances of Microsoft 365, to enable the new organisation to communicate and collaborate together as one council, from day one.

The intention to make the key decision has been published on the Forward Plan but not for the full, requisite 28 clear day period.

In order to be able to deliver the project in time for vesting day the contract needs to be in place so that engagement can commence with the supplier in July. The matter therefore requires an urgent decision by Corporate Director of Strategic Resources on the 13 June 2022 and cannot reasonably be deferred, to enable the timely consideration and progress of this matter.

**To Members of the Corporate & Partnerships Overview and Scrutiny Committee:**

In accordance with the General Exception provisions in Access to Information Procedure Rule 15, I am, therefore, informing you as Members of the Corporate & Partnerships Overview and Scrutiny Committee that it is intended that this matter be considered by Corporate Director of Strategic Resources on 13 June 2022.

**BARRY KHAN**

**Assistant Chief Executive (Legal and Democratic Services)**

Dated: 1 June 2022