

Unrestricted

**BRACKNELL FOREST COUNCIL**

**LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION)  
(ENGLAND) REGULATIONS 2012**

**NOTICE OF KEY DECISION**

Notice is hereby given that the Executive Member for Culture, Corporate Services and Public Protection and Director of Corporate Services are to be asked to make a key decision on 15 June 2017 in respect of the following:

**TITLE:** Procurement Plan for Microsoft Secure Productive Enterprise Licences

**SERVICE AREA:** Corporate Services

**PURPOSE OF DECISION:**

To approve the procurement plan and seek delegated authority to award the contract for the supply of Microsoft Secure Productive Enterprise Licences.

**ISSUE REFERENCE:** I069335

The Executive Member for Culture, Corporate Services and Public Protection and Director of Corporate Services will be considering a report prepared by or on behalf of the Director of Corporate Services. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Jo Alderson, Head of Procurement, Finance, Corporate Services, Easthampstead House, Tel: 01344 352191, jo.alderson@bracknell-forest.gov.uk.

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive Member for Culture, Corporate Services and Public Protection and Director of Corporate Services in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

**DATE OF NOTICE:** 17 May 2017