

BRACKNELL FOREST COUNCIL

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

NOTICE OF KEY DECISION

Notice is hereby given that the Executive is to be asked to make a key decision on 11 February 2020 in respect of the following:

TITLE: Microsoft Licensing Procurement Plan

SERVICE AREA: Delivery

PURPOSE OF DECISION:

The Council's licensing agreement to use Microsoft products expires on 30th June 2020 and therefore a tender exercise is required to enable the use of Microsoft licenses under an Enterprise Agreement from 1st July 2020. This procurement plan sets out the process to achieve this.

ISSUE REFERENCE: I089078

The Executive will be considering a report prepared by or on behalf of the Executive Director: Delivery. A copy of the report and any other documents will be available for inspection at Time Square, Market Street, Bracknell, RG12 1JD.

Further information can be obtained from Debbie Langley, ICT Enabling Hub Manager, ICT Services, Time Square, Market Street, Bracknell, RG12 1JD, Tel: 01344 354034, debbie.langley@bracknell-forest.gov.uk.

This item may be considered in private. The reason is that it could involve the disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:

Paragraph 3 - Information relating to financial or business affairs.

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 in Democratic Services, Time Square, Market Street, Bracknell, RG12 1JD or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

DATE OF NOTICE: 12 February 2020