

# KENT COUNTY COUNCIL – RECORD OF DECISION

**DECISION TO BE TAKEN BY:**

Mike Hill, Cabinet Member for Community Services

**DECISION NO:**

17/00010

**For publication**

**Key decision: YES**

**Subject Matter / Title of Decision**

Libraries Management System Software Contract Renewal

**Decision:**

As Cabinet Member for Community Services, agree to sign the contract with the existing contractor procured through the LASA framework. The contract will run for five years with an option to extend for a further two years until 31 March 2024..

**Governance:**

The Executive Scheme of Delegation for Officers set out in Appendix 2 Part 4 of the Constitution (and the directorate schemes of sub-delegation made thereunder) provides the governance pathway for the implementation of this decision by officers as it assumes at 1.9 of the scheme that once a Member-level decision has been taken, the implementation of that decision will normally be delegated to officers, so that multiple Member decisions are not required in respect of the same matter.

In this instance, the Head of Libraries, Registration & Archives will be the lead officer seeking to ensure that all such steps as are necessary to implement the decision are undertaken.

**Reason(s) for decision:**

- The Library Management System is a business critical system for the operation of the library service and thus a new system is needed.
- The proposed solution will mean a saving to KCC

**Cabinet Committee recommendations and other consultation:**

Members of the Growth, Economic Development and Cabinet Committee considered the proposal and resolved to endorse the proposal.

**Any alternatives considered and rejected:**

**Do nothing:** The current SELMS contract will end on 31<sup>st</sup> March 2017. The library management system is business critical and fundamental to the operation of a modern library service. It is the vital organisational tool that controls all aspects of the business, including borrower records, loan transactions; manage stock, fines and other charges. If there is no management system in place, then the library service will be unable to manage its core business processes, self-service would no longer be viable, and its relationship with its customers impossible to manage efficiently and effectively.

**Open competition:** This option would have required LRA to work with KCC ICT and Procurement colleagues to begin a full tender process independent of the SELMS consortium. This would mean that KCC would have less financial leverage to be gained than by procuring as part of the

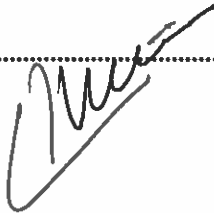
SELMS consortium and may well receive a less favourable outcome. Withdrawing from SELMS and potentially contracting with a different supplier would impact on customers' ability to access the full range of catalogue items of the SELMS partners as is currently the case. It could also increase the costs of the new contract for the remaining SELMS partner which is likely to have a negative reputational impact on KCC.

**Sign agreed contract with the existing supplier procured through the LASA framework: (Preferred Option)** Following market engagement the SELMS consortium members agreed to procure a contract with the incumbent supplier offered through a framework agreement as the SELMS Consortium agreed that none of the other suppliers could meet their requirements to the same extent as the incumbent . The contract was negotiated by SELMS but as SELMS is not a legal entity each partner is required to follow their own process of due diligence in order to issue a direct award to the contractor. LRA has been working with Procurement to progress this satisfactorily.

**Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:**

None

signed



date

22<sup>nd</sup> February 2017