


## Delegated Decision Making by Lead Cabinet Member

Decision to be taken by County Councillor: Lynden Stowe, Deputy Leader & Cabinet Member - Finance and Change

### HR Personal Records and Vendor Invoices - Document Scanning and Storage System – Extension of Implementation Support Contract

Earliest decision date	12 April 2024
Conflict of interest declared by any councillor or consultee and any Audit and Governance Committee dispensation	None
Summary of any representations received before decision taken and how they have been taken into account	None
	<p>In coming to this decision I have given due and full regard to the requirements of the public sector equality duty contained in section 149 of the Equality Act 2010 (“the Act”) by reference to the law itself and also the relevant Equality Impact Assessment, which was prepared in accordance with the requirements of the Act.</p> <p>Having fully considered all the available information, I have decided to reject the alternative options and take the recommended decision to:</p> <ol style="list-style-type: none"><li>1. Ratify a decision taken by the Director – People and Digital Services to exercise the second of the council’s one-year extension options (which commenced on 20th September 2023) under its contract with Softcat Ltd for the supply of implementation support services in respect of the implementation of the Opentext document management system (the first such extension option having been exercised in September 2022); and</li><li>2. Approve the modification of such contract by increasing the council’s spend thereunder by £80,882.35 (i.e. from £250,400 to £331,282.35) due to</li></ol>

<p>Signature of County Councillor</p>	<p>a) the need to broaden the scope of the implementation and support services required in order to integrate the Opentext system with a new version of the SAP system; and</p> <p>b) the greater than expected complexity of the overall implementation as described more particularly in paragraph 3 of this report.</p> <p>For the reasons set out in the report.</p>  <p>.....</p>
<p>Date of decision</p>	<p>12 April 2024</p>