

Decision Schedule

Decision made by	Portfolio Holder for Corporate Governance, Finance and Resources
Decision made on	4 June 2021
Date decisions published	07 June 2021

Item no.	Agenda item	Contact Officer	Decision	*Key/ Non Key	**Last date for call in
	IDOX Software Update	Jim Worley Assistant Director for Planning & Delivery	To call off and award a contract for the renewal of the existing suite of Idox software licences and maintenance on the basis of the rolling contract, adapted this year to include Idox DMS from the Crown Commercial Services framework, Data & Application Solutions, reference RM3821. The contract is to cover the provision of services and licences. The Council proposes to enter a contract for an initial period of 12 months, with an option to extend for four further periods of 12 months, making 60 months in total. Any proposed extension is subject to satisfactory performance by the supplier and in accordance with the Council's business requirements. Any proposed extension to the contract will be agreed	Key	10 June 2021

			<p>in writing between the Council and the supplier.</p> <p>To delegate authority to the Assistant Director for Planning and Delivery to enter into any necessary documentation to effect the award</p>		
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Call in

***What is a Key Decision?**

A Key Decision is an [executive decision](#) likely to result in the Council:

- Incurring expenditure of £50,000 or more, or;
- Making savings or generate income of £50,000 or more, and/or
- Has a significant impact on two or more wards in the Borough and on communities living or working in those areas.

All Key Decisions will come into effect three working days (not including the date of publishing) after a decision has been published. The last date for call in will be included on the decision notice.

****What happens once a Key Decision has been made?**

When a [Key Decision](#) is made the decision shall be published within two clear working days of being made.

Copies of the notice of decision shall be published;

- In hard copy (upon request) at the main offices of the Council.
- By email which will be provided to all members.
- On the website.

All Key Decisions will come into effect three working days (not including the date of publishing) after a decision has been published. The last date for call in will be included on the decision notice.

How can scrutiny members call in a Key Decision?

The call-in request shall be on a completed [call-in request form](#) and include the names and signatures of six members excluding Cabinet Members, the decision making principles it is believed have been breached and also the reasons for this.