

**SOMERSET COUNCIL  
EXECUTIVE ARRANGEMENTS MEMBER / OFFICER DECISION RECORD**

**KEY DECISION RECORD**

**Library Management System Contract Award**

Executive Member(s): Cllr Federica Smith-Roberts

Local Member(s) and Division: All Members

Lead Officer: Kate Turner, Service Manager: Libraries West & Bibliographic Services

Author: Naomi Roberts, Libraries West Project Manager

Contact Details: [naomi.roberts@somerset.gov.uk](mailto:naomi.roberts@somerset.gov.uk) and [kate.turner@somerset.gov.uk](mailto:kate.turner@somerset.gov.uk)

**Date of decision:** 26 September 2023

**Date of publication of decision:** 26 September 2023

**Date decision comes into force:** 4 October 2023

**1. Officer Key Decision**

2.1. The Executive Director – Community Services:

2.1.1 Approved the outcome of the procurement process to award a contract to the supplier named in Appendix B to provide a library management system and associated services for Somerset Council Library Service, LibrariesWest partner authorities and other named authorities.

2.1.2 Approved the purchase of services from the supplier for Somerset Council, the six LibrariesWest Authorities for whom SC currently processes invoices and the four named Authorities, to the maximum value outlined in the Appendix B Confidential Tender Evaluation Report (Appendix B).

2.1.3 Approved the facilitation of the additional authorities named within the procurement documents to join the LibrariesWest consortium and the LMS supply contract during the lifetime of the contract, subject to the agreement of the LibrariesWest Board.

2.1.4 Agrees the case for Appendix B and C to be regarded as exempt information and to be treated in confidence, as the case for the public interest in maintaining the exemption outweighs the public interest in disclosing that information.

***Signed by: The Executive Director – Community Services***

**2. Reason for Decision(s)**

As set out in the Officer's report.

**3. Reason(s) for Urgency**

None.

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**4. Details of any alternative options considered and rejected**

As set out in the Officer's report.

**5. Any relevant Personal Interest that the Lead Member may have under the Council's Code of Conduct for Members**

None.

**6. Details of any conflict(s) of interest declared by a Lead Member consulted about the proposals and any dispensation from Chief Executive**

None.

**7. Other background information considered by the Officers before making this decision**

None.