

DECISION UNDER DELEGATED POWERS

Subject	Vehicle Workshop Software Installation, Support and Maintenance October 2024 – October 2027
Officer Requesting Decision	Senior Digital Projects Officer
Officer Making the Decision	Chief Officer – Operations and Traded Services
Authority for Decision	Delegated authority under paragraph 2.5 (g) of Part 2B of Rugby Borough Council's Constitution – Each Chief Officer is authorised to incur normal expenditure up to the limit of provisions within the budgets under their control subject to compliance with Contracts Standing Orders, financial standing order, financial regulations and financial instructions
Recommendation	To procure Key2 software by Jaama Ltd via Insight Direct UK Ltd. Software will be hosted in the cloud by Jaama, who will provide support and maintenance for the system.
Alternatives considered and rejected	Other suppliers considered, but Jaama chosen based on price and quality assessment. CCS Framework selected on advice from RBC procurement team.
Decision	Approve
Reason	To digitalise a range of Vehicle Workshop processes, in particular the 6 weekly vehicle check which was identified by a recent DVSA assessment.
Date	14 November 2024
Background Papers	N/A
Decision record kept until	14 November 2030
Background papers kept until	N/A

Signed... 

Dated...14.11.2024.....