

POLICY & FINANCE COMMITTEE

20 SEPTEMBER 2018

URGENCY ITEMS - MINUTE OF DECISION

Delegation arrangements for dealing with matters of urgency

Paragraph 7.2.1 of the Council's Constitution provides that Chief Officers may take urgent decisions if they are of the opinion that circumstances exist which make it necessary for action to be taken by the Council prior to the time when such action could be approved through normal Council Procedures. They shall, where practicable, first consult with the Leader and Chairman (or in their absence the Vice-Chairman) and the Opposition Spokesperson of the appropriate committee.

Subject: Implementation of new Financial Management System

The Financial Management System has been in place at the Council since 2004 and has not been refreshed to take advantage of technological advances since that point in time. Processes for budget creation and financial monitoring are outdated and inefficient due to the tools that the Council currently works with.

The current contractual arrangements are in an evergreen position, meaning that the Council continues to extend year on year with the legacy supplier. It is intended to tender for a new Financial Management System which will improve processes, make financial management more transparent and upskill budget officers in financial management.

In addition, this change in systems was identified as necessary by the Director - Resources, s151 Officer as part of the review of the Financial Services function of the Council. In the long term the migration to the new system will significantly improve budget monitoring, reporting and enhance the quality of financial forecasting/planning. It is also envisaged that there will be resulting revenue savings in future years.

It is therefore proposed to allocate a capital budget of £200,000, to be funded from the Repairs and Renewals fund, to purchase the licences and the service days to implement the solution. This was approved at CMT on 24 July 2018 to be presented at Policy & Finance.

Budgetary Implications (Finance Officer's Comments)

The proposed £200,000 is available within the Repairs and Renewals fund in order to fund the implementation process. The Council currently has a budget of £45,000 per annum to pay for the support and maintenance of the existing system. It is expected that this would be sufficient post implementation of the new system. Any increase on this will be included within the budget process should there be a need to increase the budget provision.

Appropriate Committee:

Policy & Finance Committee

Details of Item and Decision Taken:

(including reason(s) for use of urgency procedure):

To create a capital scheme, funded from the Repairs and Renewals fund to the sum of **£200,000** to fund the purchase of the licences and the implementation for the new Financial Management System.

The reason for the proposed urgency is that the tender document is proposed to be sent out on 31 August 2018.

Members Consulted:

Councillor David Lloyd - Chairman of Policy & Finance Committee

Councillor Paul Peacock – Opposition Spokesperson Policy and Finance

Signed

Date: