

REPORT TO: Executive Board
DATE: 18 January 2024
REPORTING OFFICER: Chief Executive
PORTFOLIO: Leader
SUBJECT: Urgent Decisions
WARDS: Borough Wide

1.0 PURPOSE OF THE REPORT

1.1 To bring to the attention of Executive Board urgent decision/s taken since the last meeting.

2.0 RECOMMENDATION: That the report is noted.

3.0 SUPPORTING INFORMATION

3.1 The Council’s Constitution gives authority to the Chief Executive to take urgent decision/s which are required before the next formal meeting of Executive Board.

These must be made in consultation with the Leader of the Council where practicable, and with the Operational Director – Finance and/or Operational Director – Legal and Democratic Services, where necessary. They must also be reported for information to the next practically available meeting of the Board.

3.2 More information on each can be found on the Council’s website:

<http://councillors.halton.gov.uk/mgDelegatedDecisions.aspx?bcr=1>

3.3 The urgent decision/s taken since the last meeting of Executive Board:

Date Decision taken	Decision details
18 December 2023	<p>Procurement waiver for three year contract for Financial Planner and Analyser (FPA). Cost over a three year contract will be £54k per year with an estimated one-off cost of £60k delivery and implementation of the system.</p> <p>Process would be for Executive Board to approve the waiver but there is a need to sign-off the contract before the end of 31 December 2023 to take advantage of a reduced cost. At the same time the Council have also been offered an opportunity to purchase Enterprise Resource Planning (ERP) alongside FPA. This is a reporting tool which allows the Council to enable reporting both in Cloud and on-premise. This provides the opportunity for the Council to continue to facilitate Agresso services to other organisations.</p>

	<p>Short and longer term forecasting of Council costs is now more important than ever given the continued tightening of Council finances and increase in demand for services. To help facilitate this, work has been undertaken over the past year to look at a system which will help support, control and make more reliable the forecasting process.</p> <p>Financial Planner and Analyser will help the Council achieve its aims of improvement to the forecast process. Scoping work has been taking place over the past month to understand how the current forecasting process works and how this will be integrated within FPA.</p> <p>The following are some of the benefits which will be realised with the implementation of the proposed FP&A reporting, budgeting, forecasting solution:</p> <ul style="list-style-type: none"> • Flexibility with developing annual budgets, reviews and analysis. Enabling greater and more timely budget reviews and forecasts. • Dynamic custom-built reports and dashboards, enabling greater understanding of service budgets • Self-service reports and dashboards from OneClient (web) • Increased service buy-in to the budget • Avoid or eliminate common errors experienced when compiling data from many spreadsheets. • Automatic accumulation of budget data from departmental contributors • Single source of truth for actual data and budgets • Application summaries will allow historic comparisons of actual and budget data for reporting and to assist in current budget and forecast input and review. • Ability to easily add new elements (departments, accounts, measures, etc.) to quickly scale up the solution. • Ability to drill through summary data to details.
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4.0 POLICY IMPLICATIONS

4.1 There are none other than the constitutional requirement to report urgent decisions for information.

5.0 OTHER IMPLICATIONS

5.1 None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 **Children and Young People in Halton**

None.

6.2 Employment, Learning and Skills in Halton

None.

6.3 A Healthy Halton

None.

6.4 A Safer Halton

None.

6.5 Halton's Urban Renewal

None.

7.0 RISK ANALYSIS

7.1 The report is for information, and there are no risk issues arising from it.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 None.

9. CLIMATE CHANGE IMPLICATIONS

9.1 There are no climate change implications.

10.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

10.1 No background papers were used in the preparation of this report. Further information on the decision/s taken is available from the link in Paragraph 3.2.