



CAMBRIDGESHIRE
& PETERBOROUGH
COMBINED AUTHORITY

Officer Decision/Mayoral Decision No.:	ODN47/2018
DECISION TITLE: Agresso Development phase 2	
NAME OF OFFICER/MAYOR EXERCISING DELEGATED POWERS: Deputy S151 Officer under delegation from S151	
DATE OF OFFICER/MAYORAL DECISION: 3 August 2018	

Responsible Director/Mayor:	<i>Noel O'Neill, Deputy S151 Officer</i>
Report Author and contact details:	<i>Jon Alsop, Head of Finance</i>
Is it a key decision?	No
Is this a public report? If a key decision, it will be a public report and will be published on the CA website.	No
KEY DECISIONS ONLY	
Insert forward plan ref number	
Date when Mayor intend to make decision.	
Date report published on the website	
Implementation Date	.
Does the report have any annex that contains exempt information?	

Decision taken	<p><i>Please provide the exact details of the decision taken.</i></p> <p>The Deputy S151 Officer agreed to:</p> <p>(a) Allocate £30,000 revenue gainshare to fund phase 2 of the development of the existing Agresso Finance system</p> <p>(b) Commission Peterborough City Council to arrange the development work on behalf of the Combined Authority in their capacity as Finance system providers to the Combined Authority</p>
Authorisation (<i>delete as</i>	This decision has been taken under:



<p>appropriate)</p>	<p>General authorisation (those decisions delegated to officers as per the Constitution): See Constitution Chapter 13 paragraphs 5.2 and 5.8</p>
<p>Background Information</p>	<p><i>Give details of background information Give more information about the proposed decision</i></p> <p>Peterborough City Council currently provides the Combined Authority's Finance ledger system through its own contractual relationships with software providers (Agresso Unit4) and third party support agreements (Serco).</p> <p>In accordance with the agreement CPCA has with the Council, the Council:</p> <ol style="list-style-type: none">1) Keeps the CPCA ledger system up to date with updates, upgrades and enhancements,2) Provides advice and support to CPCA in the use of its ledger system, and3) Shall support the implementation of future phases of the CPCA Agresso development as and when agreed. <p>In 2017 the Council commissioned the development of Phase 1 of the development of a Combined Authority client instance of Agresso within its own system, on behalf of the Combined Authority.</p> <p>The phase 1 version of the system was limited in functionality to include just a General Ledger and Cashbook, in order to record CPCA transactions to a limited timescale.</p> <p>Because of the increasing complexity and size of the business of the Combined Authority, it is now necessary to proceed with Phase 2 of the development.</p> <p>Phase 2 will provide procure to pay functionality, including the ability to raise purchase orders, to workflow approvals for commitments to expenditure according to budget holders delegated authorisation rules, to enable the raising of sales invoices and will provide reporting functionality against budgets to enable real time reporting and analysis to enable essential budgetary control and financial forecasting for the organisation.</p> <p>It is also necessary to develop the finance system that will enable the Combined Authority to deliver on its AEB devolution</p>



	<p>commitment to make payments to colleges and other providers of adult education services.</p> <p>There is also an opportunity to develop the Agresso system further to introduce Project Cost and Billing and Contract Administration functionality at some future stage.</p> <p>Required phase 2 milestones and delivery date is as follows:</p> <p>Milestone 1: Review and update of existing system – Common module, Attributes and relations, General Ledger, Cash Book, Interfaces, VAT, Balance Tables and Reporting.</p> <p>Milestone 2: Development and implementation of Procure-to-pay functionality, roles, resources, workflow, distribution rules, data control, admin processes, sales invoicing</p> <p>Milestone 3: Web functionality, planner (budgets), reporting, delivery of training, system design and user guidance documentation.</p> <p>Completion date: 31 October 2018</p>
<p>Alternative options considered.</p>	<p><i>List alternative options considered and rejected and the reasons for rejection. Do not leave this section blank or put 'None'. There is always an alternative even if it is to do nothing.</i></p> <p>We have also considered developing the LEP's previously used Finance system, Xero, as an alternative to Agresso. Xero was rejected on the basis that:</p> <ol style="list-style-type: none">1. Xero is a system that is suitable for small and growing businesses, with limited posting and reporting functionality that is likely to not meet the current and future requirements of the Combined Authority. Agresso is used extensively by Local Authorities and has the capacity to meet the future likely requirements of the Combined Authority.2. CPCA's financial services provider (PCC) also uses Agresso and have produced the CPCA financial statements using Agresso for the past two years. There are economies of scale, and benefits of using their existing Agresso system including corporate knowledge and expertise that would be advantageous to the Combined Authority. The use of existing reliable PCC systems and processes is considered positively by the CPCA auditors.3. Agresso could be easily migrated to an alternative financial



	services supplier (e.g. LGSS) if it was decided to do so in future. LGSS also uses Agresso.	
Financial Implications	<p><i>Please include the total costs and how the project will be funded. Please include budget codes for your directorate</i></p> <p>The proposed cost of phase 2 of the development is £30k, being 40 days consultant time at £750 per day.</p> <p>Funds will be provided from revenue gainshare.</p>	
Consultation	<i>List any relevant consultation undertaken in relation to the decision. For example portfolio holders, other Chief Officers.</i>	<i>Name and Date approved (or indicate if not applicable)</i> N/A
	Chief Executive	N/A
	Responsible Director/Chief Officer	Noel O'Neill – Deputy S151
	Monitoring Officer	N/A
	S151	Noel O'Neill – Deputy S151
	Portfolio Holder	N/A
	Other	N/A
Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	<i>List the names of any member who has been consulted on and declared an interest in relation to the decision.</i>	
Supporting documentation	<i>List any supporting documentation available in relation to this decision (all of this information must be retained for public inspection for a period of at least 4 years – there is no provision for the release of exempt/confidential information).</i>	

Officer/Mayor signature		Date