

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	2142
Author:	Jeff Abbott
Department:	Resources
Contact:	Jeff Abbott (Job Title: Head of Corporate and Strategic Finance, Email: jeff.abbott@nottinghamcity.gov.uk, Phone: 01158763648)
Subject:	Extension of contract - Project Manager for Finance Improvement and Oracle Enablement
Total Value:	43,000 (Type: Revenue)
Decision Being Taken:	To extend the contract for the external Project Manager engaged on the Finance improvement and Oracle Enablement programme, for a limited period and with an amended remit. To approve the spend associated with this decision.
Reasons for the Decision(s)	An external project manager has been supporting the delivery of improved systems and processes for the NCC Finance function. Although the Enablement Programme entered a new phase some weeks ago and an extension of the PM contract with the same remit is no longer necessary, there is much still to do, with many of the additional tasks having been identified by the work of the Programme. If the core objectives of the Enablement Programme are to be delivered, an extension of the PM contract with a different remit is indicated, characterised by the gradual phasing out of this role. A further two month period of full time engagement is recommended, with a detailed review at the end of the first month, followed by a further two months of two / three days a week where the actual frequency will be decided through a review at the end of the second month.
Other Options Considered:	The great majority of the work required will be delivered by NCC resources, supported by LCC and NCH colleagues. The use of in-house and partner resource has, therefore, been maximised. The coordinated and timely completion of the remaining tasks are vital to the successful completion of the project and this indicates the requirement for experienced project management not available internally.
Background Papers:	None

Published Works: None

Affected Wards: Citywide

Colleague / Councillor Interests: None

Dispensation from Financial Regulations: Yes

Use of Consultants Number of Days:60

Rate per Day:680

Total value:43000

Start date:01/05/2015

End date:28/08/2015

Reason for using a consultant: The complexity of the project indicates that a highly experienced project manager is required, with experience of large scale system enablement programmes.

Other options considered: No in-house resource with the background and skills required is available to act as Project Manager and the use of in-house and partner resource has, therefore, been maximised.

Name of consultant: Andrew Jones

Reason for selection? This consultant has been working on this project for some time and this recommendation represents an extension of his contract. His performance and impact have been excellent

Has the consultant previously completed work for the City Council? Yes, currently working on this project

Specific activities to be undertaken by the consultant are: The focus of this extension period will include the completion of the identification and scoping of system improvements, and the PM is critical in ensuring that the right resource delivers the right outcomes at the appropriate time.

Period of engagement: 4 months

By what process was the consultant selected? Current PM

Consultations: Date: 17/04/2015

Chief Finance Officer:Geoff Walker

Agreed. Please continue

Those not consulted are not directly affected by the decision.

Crime and Disorder Implications:

None

Equality:

EIA not required. Reasons: No specific implications

Social Value Considerations:

N/A

Decision Type:

Portfolio Holder

Subject to Call In:

Yes

Call In Expiry date:

26/08/2015

Advice Sought:

Legal, Finance, Procurement, Human Resources, IT

Legal Advice:

This report raises no significant legal issues. The contract with the consultant should not be extended further without consideration as to whether it would then exceed the applicable EU threshold. Advice provided by Mark Leavesley (Governance Officer) on 07/07/2015. Advice provided by Andrew James (Team Leader Contracts and Commercial) on 07/07/2015.

Finance Advice:

The funding for this role will be met from the EMSS/Oracle Transformation Reserve.

The investment into this post drives the delivery of the Finance Improvement Programme, delivering value for money through the establishment of efficient and effective financial budget management processes for the organisation; this will result in the achievement of savings within the Medium Term Financial Plan.

Ceri Walters
Acting Head of Departmental Finance Support

Advice provided by Ceri Walters (Finance Business Partner) on 03/07/2015.

Procurement Advice:

For operational reasons the procurement team supports the recommendation for the short term extension to this contract. Advice provided by Paul Ritchie (Procurement Category Manager) on 20/04/2015.

HR Advice:

This request seeks to bring in additional specialist resource to support system and service improvements. This expertise is not currently present within Nottingham City Council.

This does not present any immediate HR implications. Further advice may be required from Organisational Transformation and HR colleagues should there be any changes to systems and processes which have a direct impact on roles.

Shaune Loughlin HR Business Partner Advice provided by Shaune Loughlin (HR Business Partner) on 27/04/2015.

IT Advice:

The IT Service supports this proposal.

The Oracle EBS is a functionally rich, large, application system. The system is provided on a managed basis by an external provider and Leicestershire County Council provides the lead for support of the application as a part of the arrangements for the East Midland Shared Service. As such Nottingham City Council IT Service has little knowledge of the system and is unable to provide the sought expert advice. In this circumstance employment of external expertise is necessary.

Extending the contract of the current Oracle EBS Project Manager is advantageous in that it ensures continuity in delivery, there is not a risk of delay or loss of knowledge of what is being delivered that might arise through a handover. The continuance also preserves the expertise that has already been built up regarding the Council and its preferred method of use of the application system.

Advice provided by Paul J. Burrows (Strategy Manager) on 20/04/2015.

Signatures:

Jon Collins (Leader of the Council)
SIGNED and Dated: 16/07/2015
Graham Chapman (PH for Resources and Neighbourhood Regeneration)
SIGNED and Dated: 09/07/2015
Glen O'Connell (Acting Corporate Director of Resources)
SIGNED and Dated: 08/07/2015
Theresa Channell (Head of Corporate and Strategic Finance) - Dispensation from Financial Regulations
SIGNED and Dated: 18/08/2015
Chief Financial Officer's Comments: