

Finance and Resources Committee Meeting – 17 November 2008

## FINANCE SYSTEM UPGRADE (FSU) PAPER

### Executive summary and recommendations

#### **Introduction**

#### **Decision**

The Committee is asked to note the paper.

#### **Background information**

A Major Project scheduled for 2008/09 was the Finance Systems Upgrade project. The goals of the project were to deliver an upgrade to the SAGE financial system (upgrade SAGE 100 to SAGE 200), to introduce online purchase ordering at the HPC and to enable automated activity reporting/budget tracking by activity in some departments, for example capture the actual Communications department costs by event, FTP costs by case, Education costs by approval visit etc, excluding employee costs. The automated activity reporting was expected to be delivered using SAGE Project Accounting module, after the SAGE 200 upgrade was completed.

The SAGE upgrade aspect of the project successfully went live on 1 April 2008, including the transfer to SAGE 200 of five years of historical financial data. The later adoption of online purchase ordering, coupled with activity reporting proved more challenging and highlighted a number of system/process issues in August that were raised by user departments via a series of workshops.

It became apparent that scarce internal resources would be required to commit further time to the project to address the system and process issues, at a time when there were other high profile and high priority projects (Fees Project, FTP Statuses Project, Online Renewals Project etc) requiring their attention in the remaining period of the budget year.

A decision was subsequently taken by EMT to retain the status quo method of purchase ordering and the existing approach to activity reporting (using spreadsheets) and for a business case on online purchasing to be prepared and considered in the future round of Major Project evaluations.

#### **Resource implications**

Nil

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2008-11-03	a	F&R	PPR	Insurance paper	Draft	Public
					DD: None	RD: None

**Financial implications**

Nil

**Appendices**

Nil

**Date of paper**

5 November 2008