

MOORE INSIGHT

FINANCE SYSTEMS ADMINISTRATION FOR A MIDLANDS DISTRICT COUNCIL

Case Study



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Finance Systems Administration

Topic Highlights

The Background
The Challenge
Our Solution
The Outcome



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THE BACKGROUND

- Moore Insight has been providing Finance Systems Administration to a Midlands District Council with over 200 employees.
- The Council has an ambitious financial strategy that will assist it in effectively managing their limited financial resources to achieve strategic priorities.
- As part of their strategy, the Council is supporting their community with several grant schemes and ensuring staff can work effectively and securely from home, especially in the Covid-19 pandemic.
- The Council's finance systems are expected to play an important role in realising their financial and corporate strategies.
- The Council upgraded their main finance system around 6 years ago; and currently has 0.9 FTE providing system administration, besides Moore Insight.

Finance Systems Administration



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THE CHALLENGE

- The Council lacked a suitable and available expert within their finance team to maintain and administer these fundamental finance systems following the departure of the previous systems accountant post holder.
- Moore Insight was chosen to provide the required services for several reasons:
 - ✓ There was an urgent need for the service, and we are a known and trusted company to them.
 - ✓ We bring our local authority experience and finance system administration and accounting expertise.
 - ✓ We offer flexible resource to suit their terms, budget, timelines; and to work interchangeably with the Council's own team. And these can be adjusted to suit changes in demand and priorities.
 - ✓ Key resource assigned to do the work is supported by a wider team of management and technical experts.
 - ✓ We can undertake additional smaller projects, as required, alongside supporting business as usual.



OUR SOLUTION

- Our Support focuses on the management of Advanced e-Financials and Collaborative Planning, plus linkages to other relevant finance systems.
- Our primary objective is to ensure the systems are up to date, have data and reporting integrity, and can support the day-to-day financial management of the Council.
- The specific services we are providing to the Council include:
 - DELIVERY OF MONTH AND YEAR END OPERATIONS
 - MAINTENANCE OF SYSTEM INTEGRATIONS
 - MAINTENANCE OF SYSTEM HELPDESK LOG
 - UPDATE OF SYSTEM DEVELOPMENT PLAN
 - MANAGEMENT OF SYSTEM UPGRADES
 - MANAGEMENT OF SYSTEM CONFIGURATIONS
 - MAINTENANCE OF SYSTEM REFERENCE DATA
 - USER ADMINISTRATION
 - SYSTEM ADVICE AND GUIDANCE



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A major achievement has been bringing the Council's bank reconciliation up to date. This was in an unbalanced position for over three months due to staff changes. We are also working on ways to automate the process to ensure it is manageable and timely, going forward.



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THE OUTCOME



The Council is making the most of their investment in finance systems. This means streamlined and automated processes providing quality data to facilitate the Council's strategy



The Council feels supported in the medium term as it builds its in-house capability and capacity to maintain and administer their systems going forward



Budget holders have access to correct and complete information to manage resources effectively



The Council is meeting its statutory responsibilities (including VAT reporting) and avoiding unnecessary penalties



The Council now has an improvement plan in place to address inefficient processes and achieve best practice



Finance Systems Administration

"WITH MOORE INSIGHT, WE GET ACCESS TO A WHOLE TEAM WITH A PRICE COMPARABLE TO A TEMPORARY ACCOUNTANT - BUT WITH FAR MORE COMBINED KNOWLEDGE, EXPERTISE, EXPERIENCE AND TECHNICAL QUALITY ASSURANCE. ANOTHER BIG BENEFIT IS NO STAFF MANAGEMENT ISSUES AND MORE FLEXIBILITY GENERALLY."

**TESTIMONIAL FROM MIDLANDS DISTRICT
COUNCIL**



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