

**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL DECISION**



TO BE UPLOADED TO THE E-MEETINGS MANAGER


Date: 21-2-2021	Ref No: 056
Type of Operational Decision:	
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>
Status: Decision required to confirm the upgrade of 6 Secondary School point of Sale systems.	
Title/Subject matter: Replace the current Electronic Point of Sale devices in 6 of the 9 high schools within Bury.	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) within an Approved Budget	Yes – Use of High School Reserves.
(ii) not in conflict with Council Policy	No
(iii) not raising new issues of Policy	No
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	N/A

Details of Operational Decision Taken [with reasons]:

The tills / EPOS (Electronic Point Of Sale) within 6 of the high schools in which Bury Council manage the catering service, will become obsolete and unserviceable within the next 12 months. The replacement system will allow for greater efficiency of the tills, creating a faster service in a high speed service environment, better stock control, improved and more accurate reporting and a more flexible system which can be tailored to each individual school. The replacement EPOS will improve the commercialisation of the service and improve income generation by being able to serve more quickly which will create additional sales. The improvement of the EPOS systems also assists with the retention of the profit making secondary schools.

The current system within all 9 high schools is managed and supported by Cunningham's, a company that specialises in High school payment systems and EPOS. The current system has been in place for over 10 years. In less than 12 months, the parts and support for the tills will no longer be available, resulting in the systems potentially failing, creating issues for each individual high school catering operation. This could affect the income generation and result in the service becoming unviable. The service would not be able to be operated effectively and financial reports would be inaccurate.

The cost for each school is approximately £4,500 which includes licences, installation, training and support. Total cost of £27,000 and can be funded with high school reserves currently at £336,400,

Decision taken by:	Signature:	Date:
Director or Chief/Director		24/2/20 .
Members Consulted [see note 1 below]		
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		

- Notes**
1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
 2. **This form must not be used for urgent decisions.**