

Online DDM – FTF- Temporary Additional Capacity to complete HR/Payroll Implementation

As outlined, the proposal seeks authorisation to draw down on existing reserves set aside for the Fit for the Future Programme to support the completion of the following (present to the EMSS joint Committee), in relation to NCC and NRB:

Area/Issue	Description	Impact	Resolution Plan
ORC	<ul style="list-style-type: none"> Recruitment functionality paused earlier due to product issues. Significant concerns re equality of access, opportunity and process for non-work email internal staff. 	<ul style="list-style-type: none"> Need to move from current 3rd party system by Nov'22. Non-work email internal staff will be unable to access or apply for roles via ORC. 	<ul style="list-style-type: none"> Implementation started with CRP sessions completed this week. Complete EIA Consider options for work email addresses for all. Would open other functionality to them, e.g. payslips, leave, timesheets
NCC Post go-live issues	<ul style="list-style-type: none"> Key aspects around OTL, transactions failures, etc 	<ul style="list-style-type: none"> High manual intervention from NCC HR and ESC teams; high backlog of tickets 	<ul style="list-style-type: none"> Regular reviews to fix specific issues outstanding
Establishment Control	<ul style="list-style-type: none"> NCC wants to enable establishment control with changes syncing between PBCS and HR modules 	<ul style="list-style-type: none"> Managers will have challenges managing their team structures along with budget forecasts 	<ul style="list-style-type: none"> Analysis underway to understand what other councils have done and whether is a seeded process
APP and LGPS	<ul style="list-style-type: none"> Incorrect calculations for the Assumed Pensionable Pay (APP) 	<ul style="list-style-type: none"> Incorrect employer's contribution for some employees Incorrect pension records 	<ul style="list-style-type: none"> Short-term – fix the custom code Long-term – move to seeded LGPS
Sickness Absence	<ul style="list-style-type: none"> Sickness absence for multiple assignments not managed correctly. 	<ul style="list-style-type: none"> Higher manual workaround and potential inaccuracies. Sickness reporting incorrect Unable to report in hours. 	<ul style="list-style-type: none"> Move to seeded functionality

The additional resources, for a period of 12 months, identified to deliver this is as follows:

HRMI Consultant (Grade H)	<p>Additional support for:</p> <ul style="list-style-type: none"> Delivery of Fusion related HR/Payroll reporting and data for the organisation including <ul style="list-style-type: none"> redesign of OTBI Dashboards for Managers development of individual objective and performance reporting
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	<ul style="list-style-type: none"> ○ implementation of quality assurance reporting for payroll and HR <p>development of bespoke reports for statutory reporting, including NMDS, pensions, etc.</p> <p>Lead for:</p> <ul style="list-style-type: none"> • review of data migration and implementation into Fusion, including cleansing, updating, etc. (pay, contractual conditions of services, etc.)
HR Consultant (Grade H)	<ul style="list-style-type: none"> • Development of Internal (including redeployment) and External recruitment processes, system functionality (design and testing), business change support and engagement (including out of Fusion processes such as staffing decisions, etc.)
HR Consultant (Grade H)	<ul style="list-style-type: none"> • Focus on delivery of solutions of listed technical debt to the business • Support for development of robust service level agreement with EMSS for new operational delivery model • Review and implementation of changes (including where consultation is required) to policy, custom and practice for the business.
Programme Support Officer (Grade D)	Programme Support for all of the above (and existing HR Lead) and Project Lead for implementation of ORC

The capacity to undertake this work is not available in the existing HR&EDI Service. This proposal, if approved, seeks authorisation to use £165K of the identified reserve budget to deliver on these priorities and complete the programme.

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