Preparations for the Millennium - Information Technology

	System	Responsible Officer IT	Responsible Officer User Directorate(s)	Current Position.
1.	**Housing Management System**	Cynthia House	Dennis Boobier	The Estates, Rent Accounting, Rents Arrears and Repairs modules all went Live successfully during August. Training on these modules is continuing to ensure that staff who were unable to take up the offer of training in the initial phase, or staff who would like additional training are catered for. Testing is complete on Waiting List, Allocations and Homeless – these are due to go live in October following training during September. Work is nearing completion on the Services Charges Solution Design Document. Planned Maintenance design meetings have now begun, Solution Design to be complete by end of September. Tenancy Services Design begins on the 2nd September, Solution Design to be complete by end of Oct. Progress to date has been excellent, staff commitment to the project remains high and although time scales remain very tight. The work to complete the modules which are millennium issues is scheduled to be completed by the end of October.
2.	**Social Care System**	Cynthia House	David Jones	Following the June P & R Committee an advert was placed in the European Journal on the 1st July. Six companies expressed interest in response to this advert but only three of these responded to the questionnaire stage which followed. One of the three companies could not offer any software for Children's Services leaving

				two companies. The two were OLM and Sheridan. Sheridan suggested continuing to upgrade SSID in the short term and change to their new system (SWIFT) when it is ready, OLM offered their CareFirst system. Negotiations have taken place with OLM as a potential supplier, and a contract is due to be signed once the documents have been finalised. A project manager has been appointed, and the project team is being formed. Initial demonstrations to senior Social Care managers have already taken place. Workshops are planned during early September. A detailed Project Plan has been drawn up and is awaiting agreement with the supplier. The timescale remains very tight but progress to date is as good as could be hoped for. The basic system is planned to go live on 1st December, with other areas, including Homecare to be included in phase 2 which it is hoped will go live in April. There will be further work in extending the use of the system following April but the details of this third phase have not yet been completed.
3.	**Registration & Inspection**	Cynthia House	David Jones / David Moore	Ten companies responded to the pre-tender questionnaires with the best three being shortlisted. Unfortunately all three give some cause for concern. The tender document is ready to be sent out but has been delayed due to concerns about the companies offerings. The decision about the way forward will need to be made by David Moore who has recently taken up post as Manager of this service.
4.	**Library (ALS)**	Mike Annetts	Bill Pearson	The new servers for branch libraries have arrived and are being configured and installed by ALS, the service provider. This forms part of a managed service bought in from Buckinghamshire County Council. It is still anticipated that the system upgrades will be complete by the end of November 1999.
5.	**Schools - Admin. Network / Hardware &**	Mike Annetts	Andrew Flack / Ann Feely	80 schools have now had their new equipment and upgraded software installed. This project is progressing well and is still on course for completion by the end of

	Non Financial Software			November 1999.
6.	**Schools - Local Financial Systems**	Roberta Goodman	Andrew Flack / Ann Feely	*Project complete.*
7.	**Income Processing & Cash Receipting**	Pauline Meechan	Alex Colyer / John Moffoot	The system went live on 9th April. The post implementation review uncovered some reconciliation and procedural problems. The problems proved to be quite extensive. The problems were addressed jointly by Finance & IT, and all have now been fully resolved and the system is fully automated. This has resulted in a backlog of data to be input for reconciliation, which meant some diversion of resource from other areas. This has had a knock on effect on the implementation plan for Sundry Debtors. The custom reports were produced by IT as planned, and greatly improved the reconciliation process.
8.	**Accounts Receivable (Recurring Charges / Sundry Debtors)**	Pauline Meechan	Alex Colyer	The roll out of Accounts Receivable is continuing, and this system is now live for Recurring Charges. The project has encountered some delays due to the diversion of staff to Income Processing, and also some technical problems with the package. There are some operational problems with the direct debit facility and some other minor problems, Financial Systems Development & IT have found workaround solutions in all cases. The roll out to the remaining users has been delayed slightly due to the pressures of other developments on the IT Teams involved. The target is still to replace the existing Sundry Debtors System by Accounts Receivable at the end of September.
9.	**NNDR**	Pauline Meechan	Mike Hood	*Project complete.*
10.	**Payroll / Personnel systems**	Pauline Meechan	Bev Bithell	The slippage from April 1st live date led to a considerable increase in the data conversion requirement. This was underestimated initially and has caused a significant further delay in the project. Both HR and IT have experienced problems

				in finding the necessary resources to cope with the increased workload. The conversion of the data for personnel is now completed and the conversion for payroll will be completed within a week. This data will be used for parallel running during September. The programmes to create the payslips and cheques on the Xerox printer have been completed and tested. There are a number of tasks still outstanding including testing the financial systems interfaces and reports. The parallel run of the various payrolls and testing of all the interfaces and reports will commence week beginning 6th September. The target date for going live on the new system is 1st October however this will depend upon the results of the testing as we will need a high confidence level of success before we can commit to transferring to the new system. The year 2000 issues have been resolved for this system.
11.	**Land Charges**	Karen Andres	June Allen / Martin Small	The new system has been successfully in live operation since the 1st April 1999. The transfer of some historical data from the AS400 is still being validated by staff using the system. This is now scheduled for completion by the end of September. .
12.	**Deeds Registry**	Pauline Meechan	David Hazel	*Project complete.*
13.	**Elections system**	Pauline Meechan	June Allen	*Project complete.*
14.	**Transport Vehicle Maintenance & Scheduling**	Karen Andres	Mark Odell	The new Access Database has been implemented and is now in daily use. An automatic interface with the new financial systems is still being tested. This project has been affected by the delays on the implementation of the new financial systems, however, should now be completed by the end of September.
15.	**Allotment Accounts**	Karen Andres	Alan Proctor	Testing by users of the system took longer than expected but the system is now

				due to be completed to carry out the Allotment invoicing in September.
16.	**Highways Repair & Maintenance**	Karen Andres	Mark Odell	The vehicle elements of this system have been included in Transport Vehicle Maintenance (see above). The remaining historical data sets are currently being exported into the new Highways Works Management system (not a millennium project).
17.	**Crematorium**	Karen Andres	Chris Londy	*Project complete.*
18.	**Registration of Births & Deaths**	Pauline Meechan	John Moffoot	This project required a complete change of hardware system and system software in order to support the new Application software being provided by the Office of National Statistics. The new Server and PC's were delivered on the 8th July and the system software installed and tested. The new network was tested on the 16th July. On the weekend of the 24th the old hardware was disconnected and the new hardware installed in the register offices. The Office of National Statistics installed the new application software and trained the staff on the 26th and 27th July. Post implementation review determined that the project was completed successfully and on time. *Project complete.*
19.	**Private Sector Grants**	Cynthia House	Malcolm Vine	*Project complete.*
20.	**Money Advice**	Cynthia House	Malcolm Vine	The system from the Money Advice Trust is still being piloted.
21.	**Panel Database**	Cynthia House	Sue Graham / John Heseltine	Final implementation of this project has been delayed as priority has been given to the major Housing Management project.

| 22. | **Uniform** | Karen Andres | Graham Allsop / Peter Lawrence | This system is used by Planning and Building Control within the Environment Directorate. It was originally reported to this committee as being millennium compliant based on supplier information. The company was taken over in June of this year and subsequently we were informed that our existing system was not millennium compliant. A new version will be made available in November at no cost but this change has caused considerable additional work in both hardware and software terms. This is not expected to cause any budget issues but will put additional pressures on staff in IT and the Environment Directorate. The new system should be installed and operational by the end of November but this is heavily dependent upon the supplier and is a very tight timescale. |