


Business Bulletin

Finance and Resources Committee

10.00am, Tuesday, 30 April 2024

Dean of Guild Court Room, City Chambers, High Street, Edinburgh

Finance and Resources Committee

Convener:	Members:	Contact:
<p>Convener Councillor Mandy Watt</p> 	<p>Councillor Marco Biagi Councillor Graeme Bruce Councillor James Dalgleish Councillor Phil Daggart Councillor Lesley Macinnes Councillor Alys Mumford Councillor Vicky Nicolson Councillor Neil Ross Councillor Alex Staniforth Councillor Lewis Younie</p>	<p>Taylor Ward Committee Services</p> <p>Louise Williamson Committee Services</p>

Recent News	Background	Contact
<p>HR System (Oracle) – Project Update</p> <p>On March 10 2023, Committee approved Oracle HCM as the new partner for the Council’s HR and Payroll system, subject to ratification at Full Council. Further to engagement with Finance and Resources Committee in January 2024 and approval from Group Leaders an extension has now been agreed with our current HR and Payroll provider to 31 March 2025. This extension has allowed the Council the opportunity to revise the implementation timescales for the new system, mitigate significant risks surrounding payroll and work to a successful implementation following robust testing, training and communications.</p> <p>The revised timescale for implementing core HR and Payroll system is now October 2024 with the new recruitment module and HR helpdesk also being implemented before the end of the 2024/25 financial year.</p> <p>The Council’s new partners (CGI and Oracle) are currently reviewing the commercial arrangements based on the revised implementation plan and a detailed report including an updated financial position for the project will be brought to Committee in June 2024 for approval.</p> <p>The governance arrangements for the project remain in place with the Project Board meeting fortnightly, in addition status updates are provided to the Strategic Programme Board led by the Executive Director, Corporate Services and to Elected Members of this Committee and Governance, Risk and Best Value on a regular basis.</p> <p>As outlined in previous updates, the critical underpinning drivers for the new HR and Payroll system are to deliver a service that is engaging and inclusive, enables colleague and line manager self-service, removes duplication and manual transactions, reduces risk, simplifies processes, allows data driven insight by ensuring our processes are right first time all the time, and supports Council strategies and initiatives.</p> <p>As outlined, the project has been split into two phases. Phase one will go live on 1 October 2024 and will prioritise transferring all employees ‘core’ HR data to the new Oracle platform, along with delivering a new payroll system. Taking this phased approach ensures we can continue to pay employees on time but also means for the</p>		<p>nareen.turnbull@edinburgh.gov.uk</p>

<p>first time circa 5,000 employees who do not have access to the current HR and Payroll system will be able to 'self-serve'.</p> <p>Other benefits from Phase one to the organisation, line managers, employees and HR include:</p> <ul style="list-style-type: none"> • Accessing payslips online, this will eliminate the need for any paper payslips to be issued to employees, reducing our carbon footprint. • All employee self-service for: <ul style="list-style-type: none"> ○ Overtime and mileage claims submission. This will reduce duplication and eliminate manual processes for line managers, HR and operational support areas. ○ Recording and viewing leave entitlement, this includes annual leave, special leave (paid and unpaid) and sickness absence (view only for employees). ○ Viewing and updating personal details. Personal details such as home address, etc. can be updated and contractual information can be viewed. This data can be used at organisational level to inform future Equality, Diversity and Inclusion action plans. <p>Following this, the second phase, Oracle Recruitment will be implemented, with the aim of significantly enhancing the way we attract potential candidates through a new recruitment job board, improving the overall candidate experience, whilst at the same time removing duplication for recruiting managers and HR. Phase two will implement an integrated Oracle Helpdesk module and Oracle HR digital assistant both of which will provide an improved experience for colleagues and line managers interacting with HR.</p>		
<p>South Bridge Resource Centre</p> <p>Engagement with development workers and tutors is underway and will be completed by 26 April 2024. This staff engagement will help shape and refine the student engagement. All students will be engaged on relocation options through a series of presentations before their classes. There will be an opportunity to ask questions and a survey will capture the feedback that will be used to inform relocation accommodation for the new academic year 2024/25. This work is timetabled to be completed by the 24 May 2024.</p>	<p>Special F&R Committee – 14.03.24</p>	<p>peter.watton@edinburgh.gov.uk</p>

<p>The Adult Learner Forum (ALF) were given details of the draft student engagement plans on 2 April 2024 at a meeting at Southbridge. The draft presentation and survey along with engagement dates has been shared with ALF for their feedback and input into the process.</p> <p>Options for a new pottery studio have been presented to the Service and Pottery Users Group. A preference has now been unanimously identified and further work is underway in terms of due diligence and co-design of the space.</p> <p>Engagement continues with Tollcross Community Centre Management Committee over investment and hosting classes; Totally Sound/Reel Youth Media/Canongate Youth in terms of decant support; and Let Holders who all have been offered support in finding new accommodation.</p> <p>Three Integrated Impact Assessments (IIA) workshops have been held with the final one scheduled for 17 April 2024. The engagement process with staff and students will also inform the IIA through April and May.</p>		
<p>56 Candlemaker Row, Edinburgh</p> <p>The Executive Director of Place has permitted the use of urgency powers, in consultation with elected members, for the early termination of the existing lease on 56 Candlemaker Row and reletting of the property. The current Scheme of Delegation to officers does not permit the early termination of leases and while a report to Council on 9 May will seek to address this, Estates Officers were keen to let the outgoing tenant, who is retiring, to exit the lease as soon as possible while allowing the new tenant to begin trading, to limit the holding costs of an empty property.</p>		<p>graeme.mcgartland@edinburgh.gov.uk</p>
<p>Juniper Green Tennis Club, Baberton Avenue, Edinburgh</p> <p>On 21 November 2023, the Committee approved a new 25-year lease of tennis courts at Baberton Avenue to Juniper Green Tennis Club. As negotiations to put the lease in place have progressed, the Club has requested that the lease term is reduced to 20 years. Estates officers will proceed on this basis.</p>	<p>F&R Committee -21 November 2023</p>	<p>graeme.mcgartland@edinburgh.gov.uk</p>

Forthcoming activities:
