LincoInshire County Council – Recovery Report V1.0

22nd July 2016

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Executive summary

Projects

- All projects are now being tracked through the Portfolio Boards on a fortnightly basis. An overview of the status of each of the projects is to be given at the Recovery Group detailing the RAG status for each projects

Agresso

- Stabilisation has been completed and a new 2016 Rectification and Version Upgrade project has been initiated. The Rectification elements will continue to be delivered in sprints with Sprint 1 underway and is due to be completed by the 29th July.
- The upgrade to a new version of Agresso which will enhance functionality especially for the Financial elements of the system will be carried out from August to October inclusive.
- The outstanding Reports, System Processes and Interfaces that were not fully completed in Agresso Stabilisation Sprint 4 have been incorporated into Sprint 1 of the a Rectification and Version Update project

Payroll

- Payroll contacts remain consistent with previous months
- An additional payroll team has been set-up to assist with the outcomes from PWC audit and the outstanding contacts that require further analysis

AP

- Reports are now being distributed to LCC to look at individuals overdue invoices. These are shared with the LCC Agresso System Administration team on a weekly basis

Agresso – Week Ending 15th July 2016

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Agresso Stabilisation: Processes: Status at 15th July 2016

Agresso Stabilisation Sprint 4 has been completed and the Stabilisation project has now been completed.

The outstanding items, highlighted in yellow on the following slide have been rolled in to the next project "Agresso 2016 Rectification and Version Update Project".

Sprint 1 of the Rectification project started week commencing 11th July 16 and is due to end 29th July 2016.

Agresso Rectification and Version Update Project will address a list of issues which fall under the following work streams.

- Purchase to Pay – 12 Items
- Sales to Cash – 3 Items
- Record to Report – 6 Items
- HR – 4 Items
- Payroll – 6 Items

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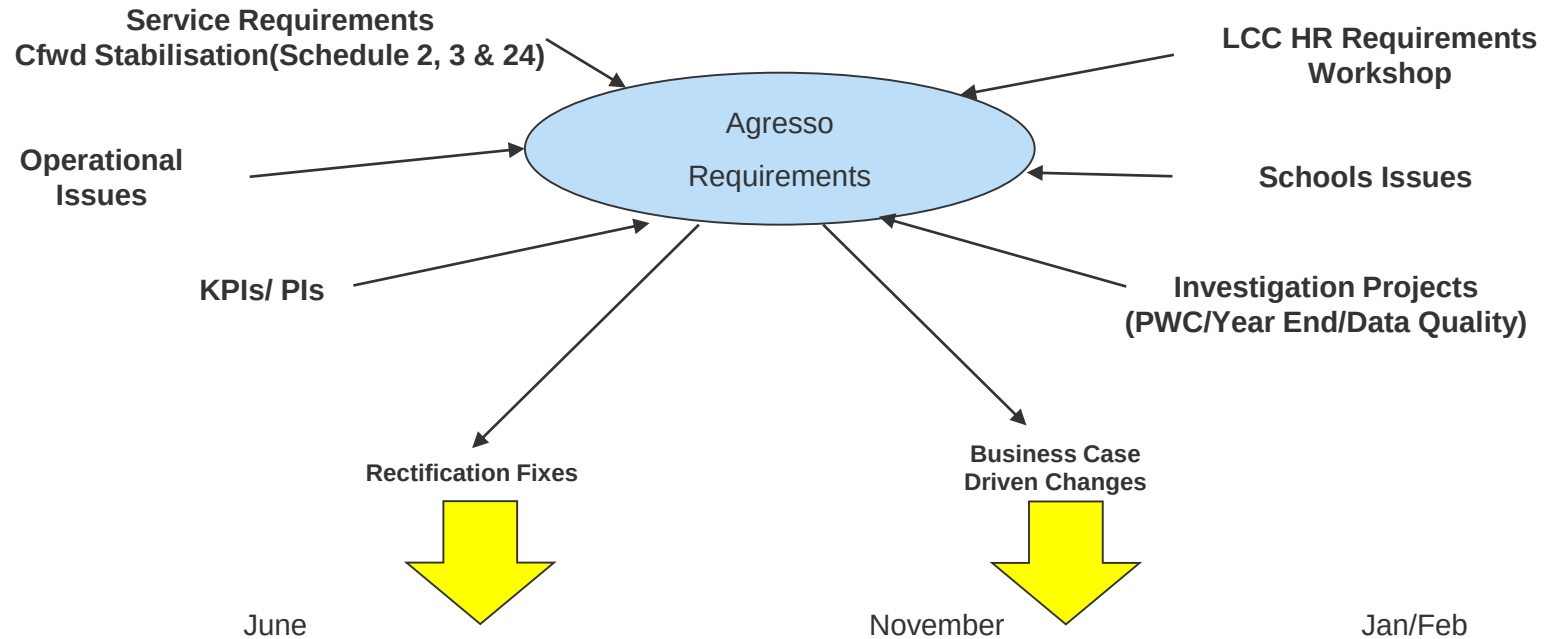
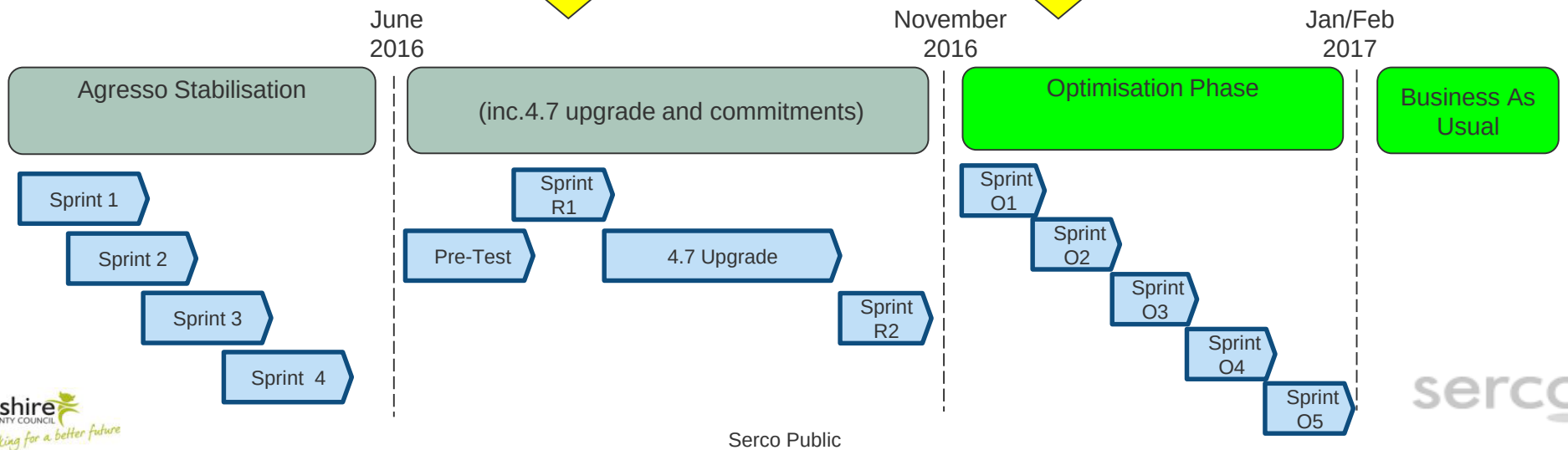
High Level Plan Forward





Payroll – Week Ending 15th July 2016

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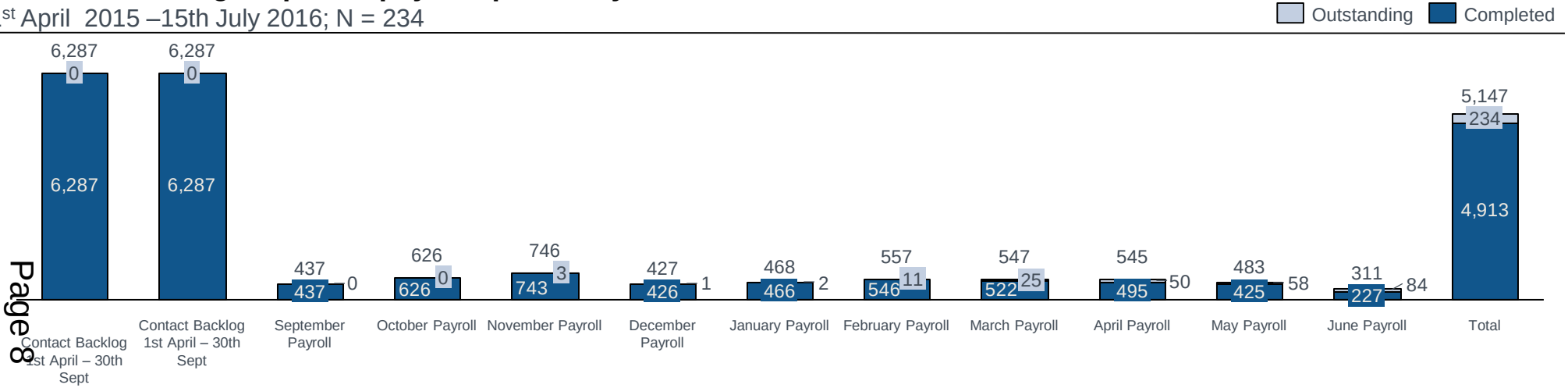
Payroll – Corporate

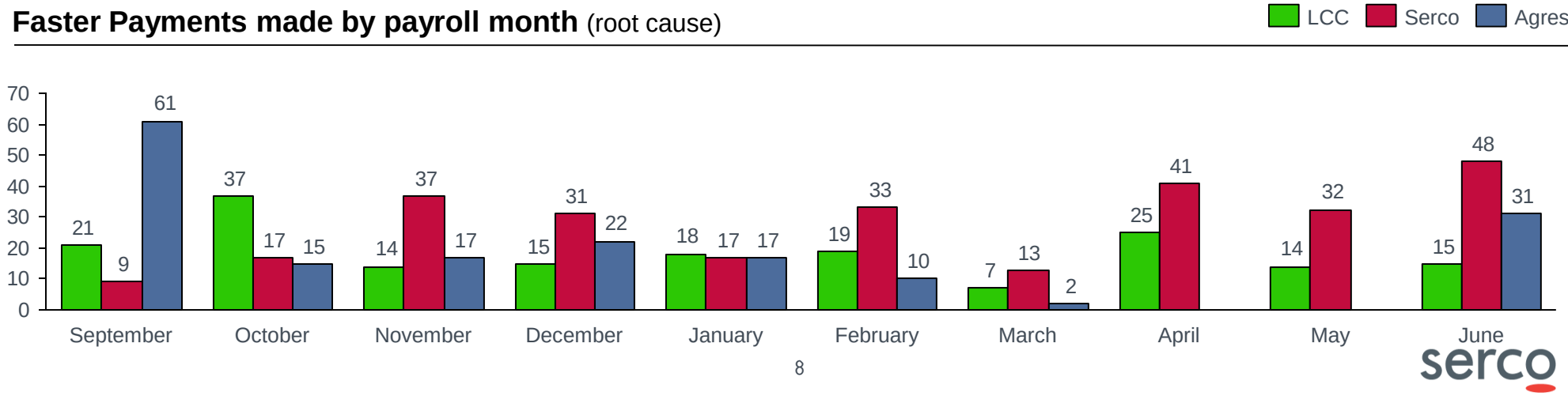
Total outstanding corporate payroll queries by month

1st April 2015 –15th July 2016; N = 234

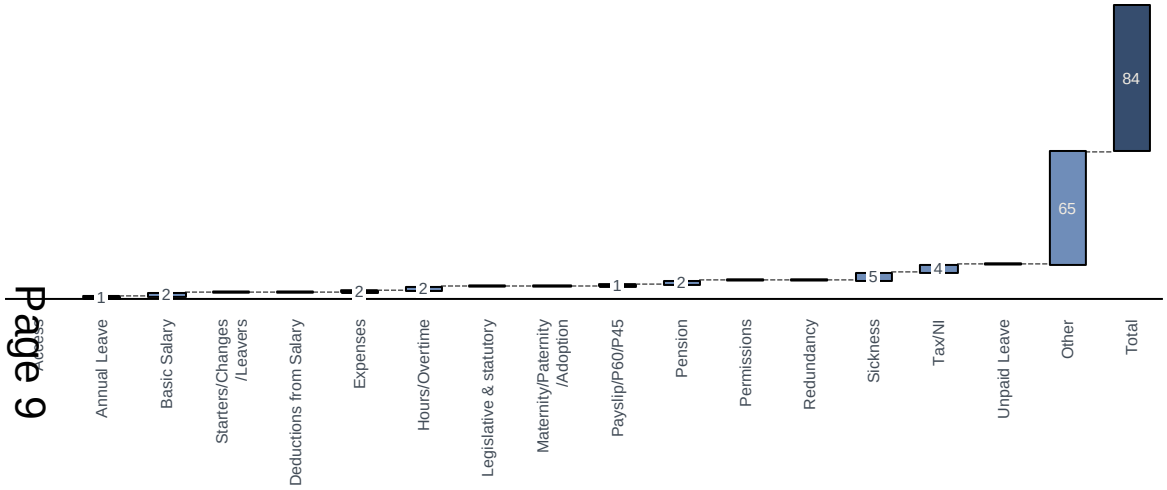


* 1,000 transferred into the backlog

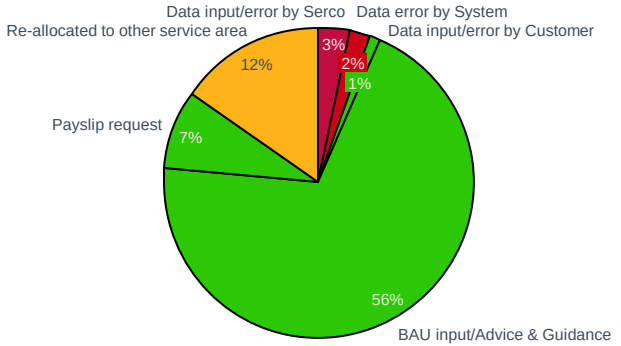
Faster Payments made by payroll month (root cause)



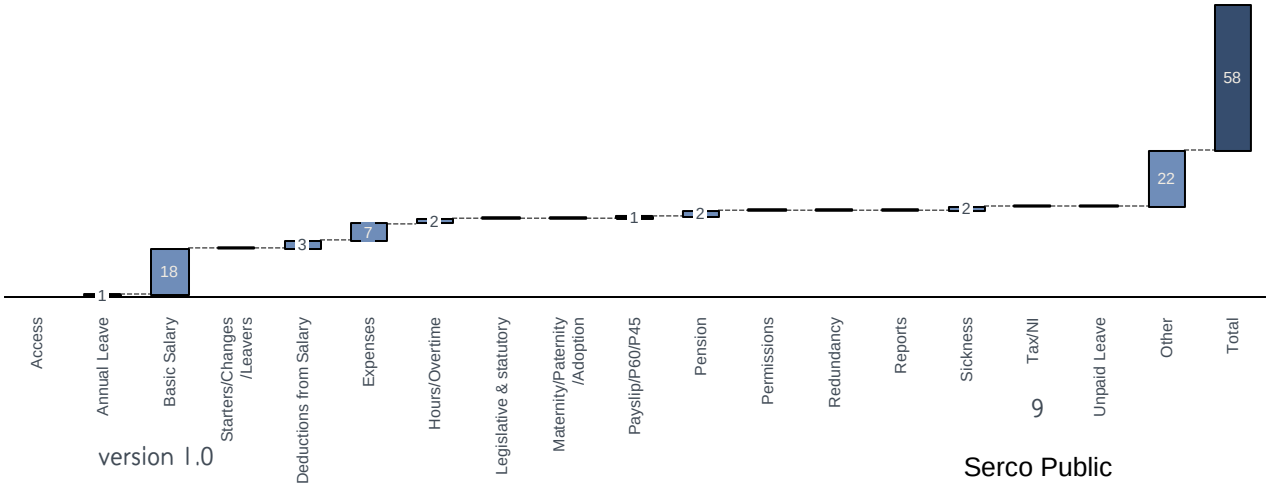
Outstanding corporate payroll queries for June by type; n = 84



Closed queries by root cause of query n = 227



Outstanding corporate payroll queries for May by type; 58



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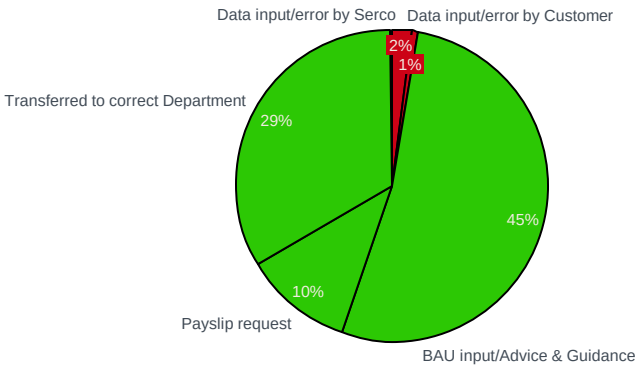
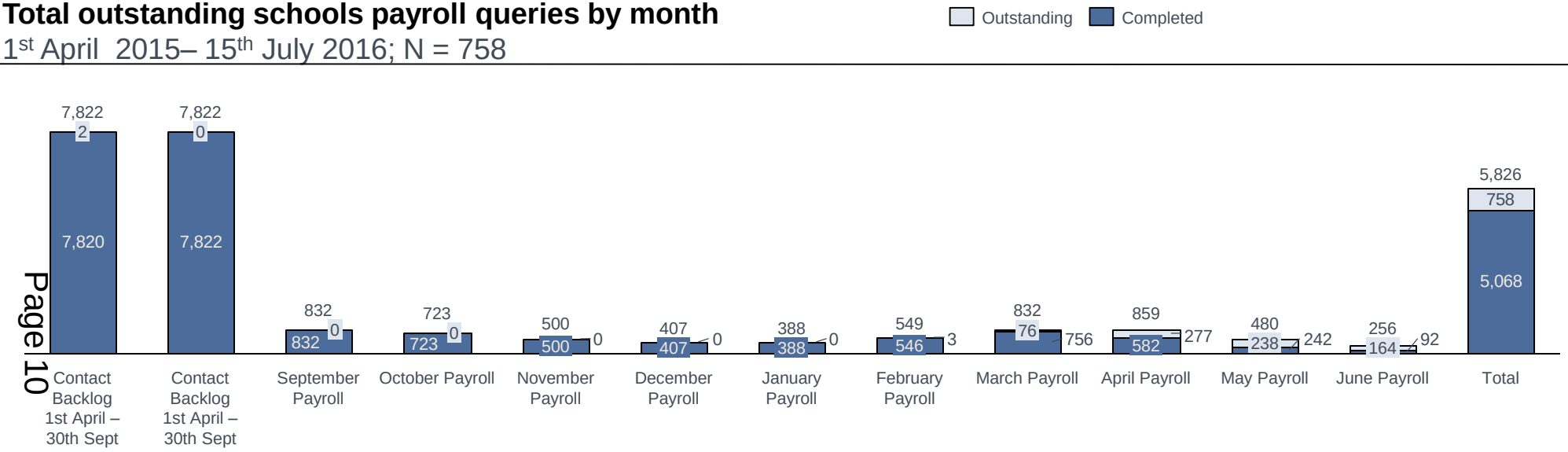


Payroll – Schools

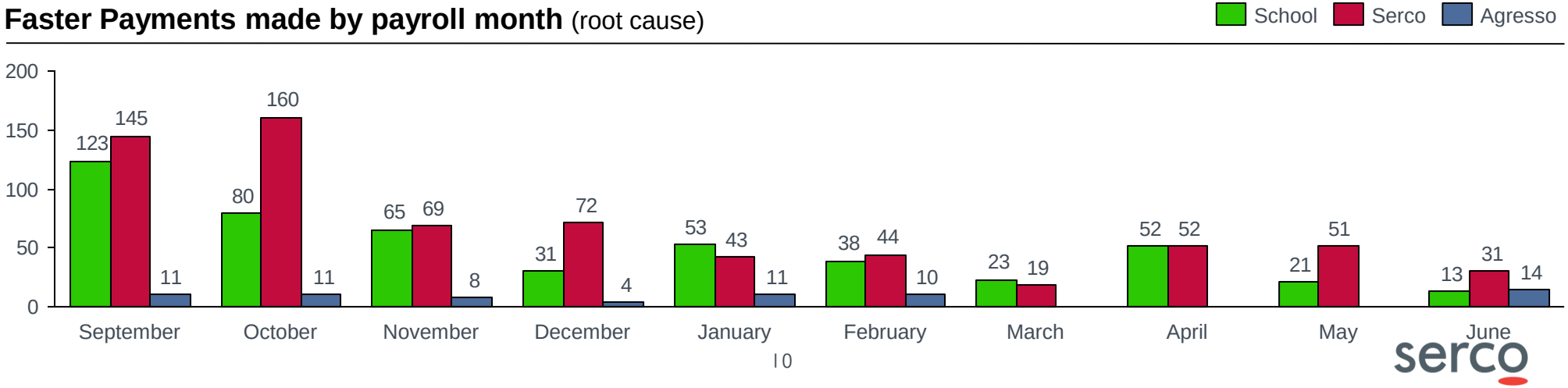
Total outstanding schools payroll queries by month

1st April 2015– 15th July 2016; N = 758



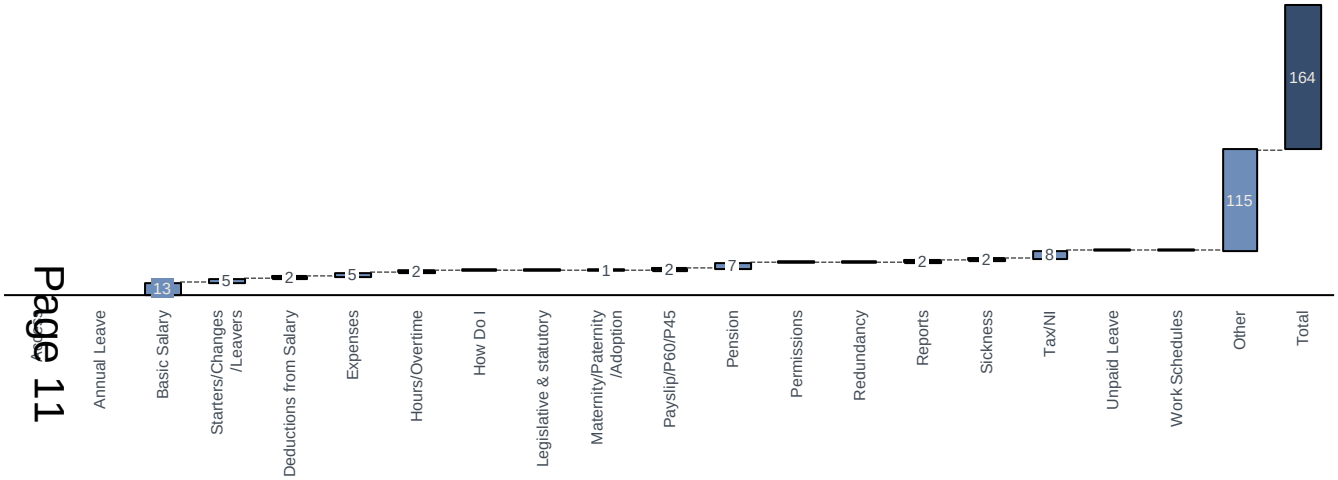
* 1,000 transferred into the backlog

Faster Payments made by payroll month (root cause)

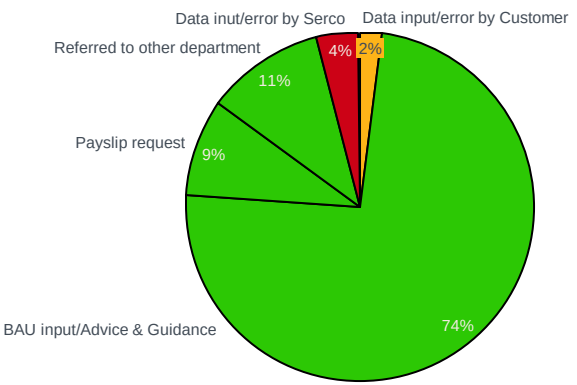


Payroll - Schools

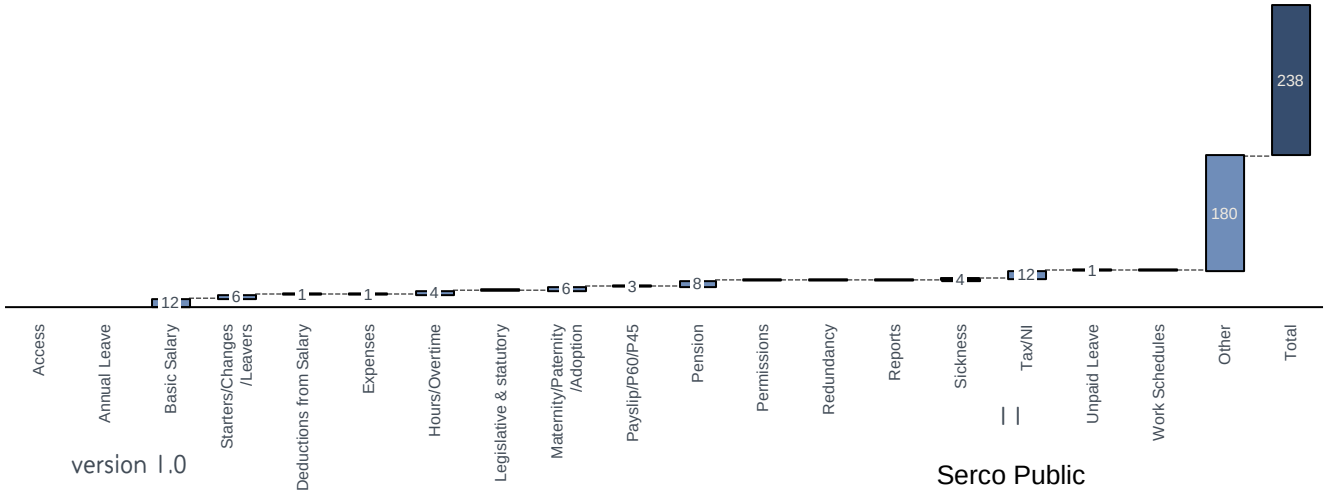
Outstanding corporate payroll queries for June by type; n = 164



Closed queries by root cause of query n =92



Outstanding corporate payroll queries for May by type; n = 238



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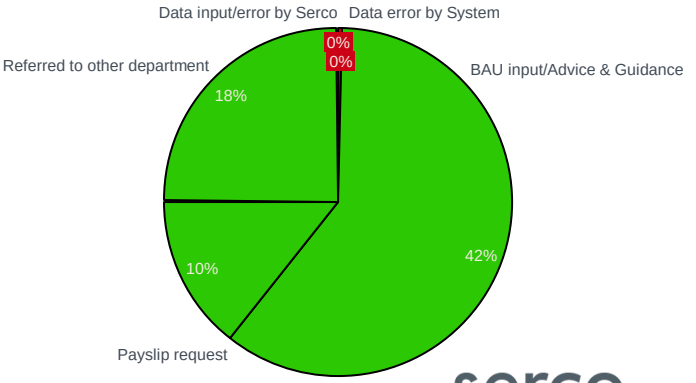

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Payovers – HMRC, Pensions and AVC as at 15th July 2016

Payover Type	Transfer Made	Listing Complete	Reconciliation in GL Complete	Comments
HMRC (Inland Revenue)	Yes	No	Yes	RTI Return for HMRC (Mar onwards submissions outstanding) ○ EYU – March –Testing/Retesting being undertaken on Unit4 support recommendations – Escalation with Unit4 already in place ○ FPS Apr onwards–Reversal currently undertaken to correct error records – 6 still outstanding as of 21/07/16 (80% complete).

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Accounts Payable – Week Ending 15th July 2016

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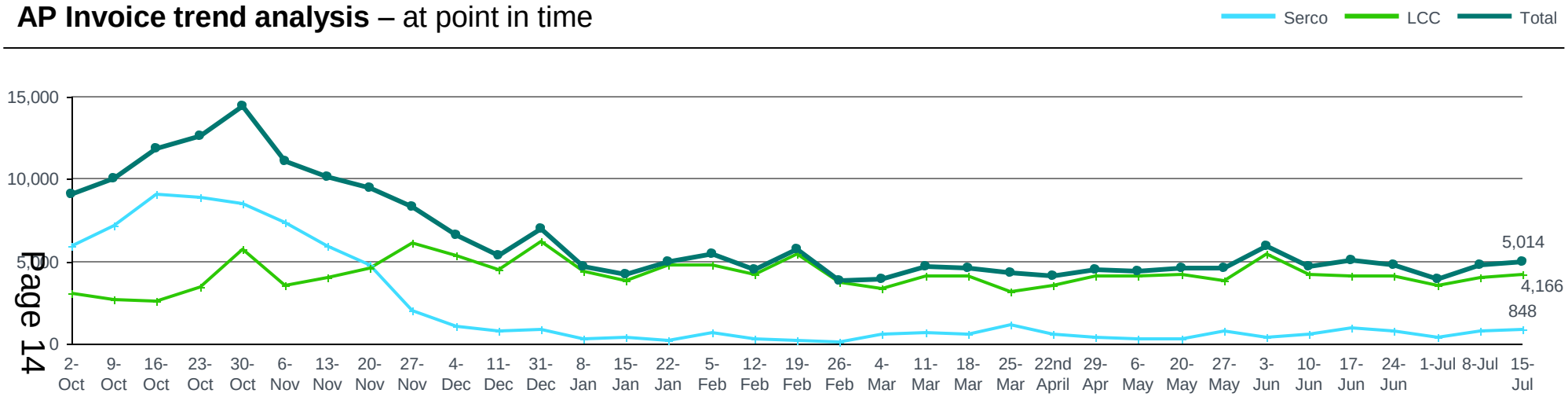
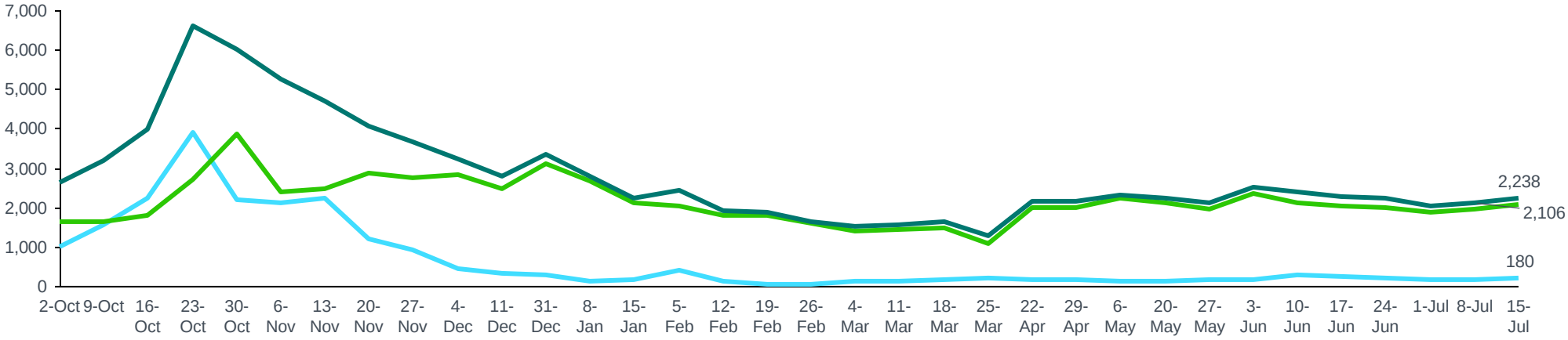
Accounts Payable

AP Invoice trend analysis – at point in time



AP Overdue trend analysis – at point in time



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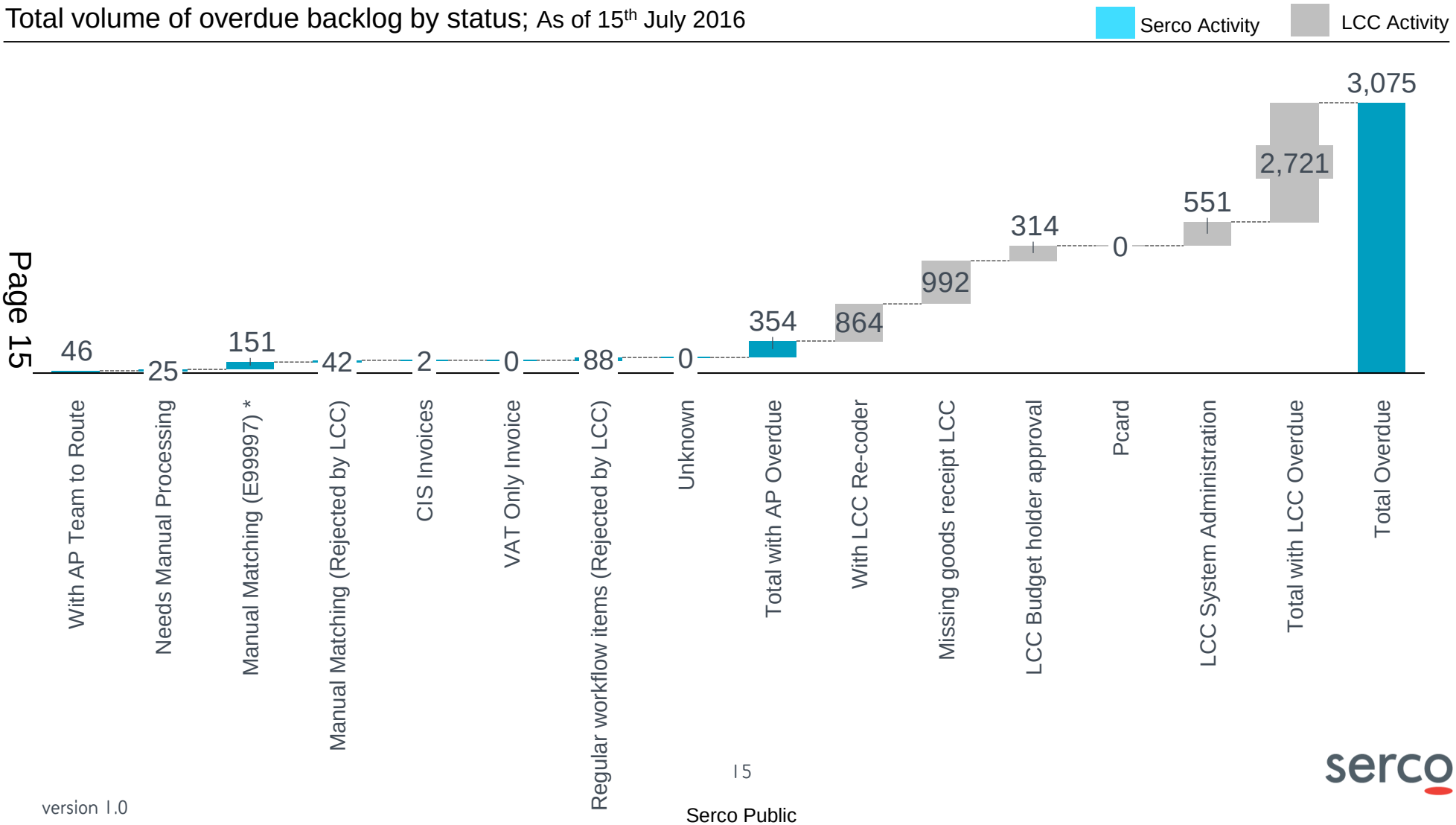
Invoice Backlog Status

Total volume of overdue backlog by status; As of 15th July 2016



Accounts Payable – KPI Performance April 2015 – May 2016

KPI Detail

Measure Description – Full/Long	SMART - Percentage of undisputed invoices paid in each month in accordance with the vendor terms
Measure Description (Short)	Percentage of undisputed invoices paid in each month in accordance with vendor terms
Why is it being measured?	The Council relies on suppliers to provide necessary goods & services. To maintain supply there is a need to make accurate payment for that supply. It is therefore important that we make payments in an effective and business like way.

Target Service Level	95%
Minimum Service Level	80%
Frequency of Measure	Monthly
Unit of Measure	Number of invoices paid

KPI	KPI Short Description	July	August	September	October	November	December	January	February	March	April	May	June
F_KPI_01	% of Undisputed invoices paid in accordance with vendor terms	Data Not Available	Data Not Available	41.77	34.85	30.35	57.89	Data Under Review	39.11	48.80	55.71	55.73	63.05

- KPI's will be reviewed through Q4 of the financial year.
- The previous slides show how this KPI is not 100% within the control of Serco as it requires both LCC and Schools input to achieve

Programme and Projects

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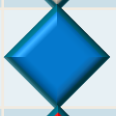
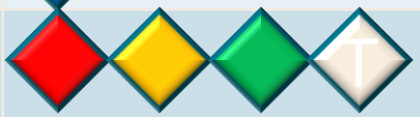
LCC Programme Milestone Tracker – Key

Description	Icon
Baselined Plans	
Project Complete	
Time RAG: (Red, Amber, Green, TBC)	
End of Stage	
Currently Under Commercial Discussion	
Project Dependant	
On Hold – Client Request	
Currently Under Scope Clarification	

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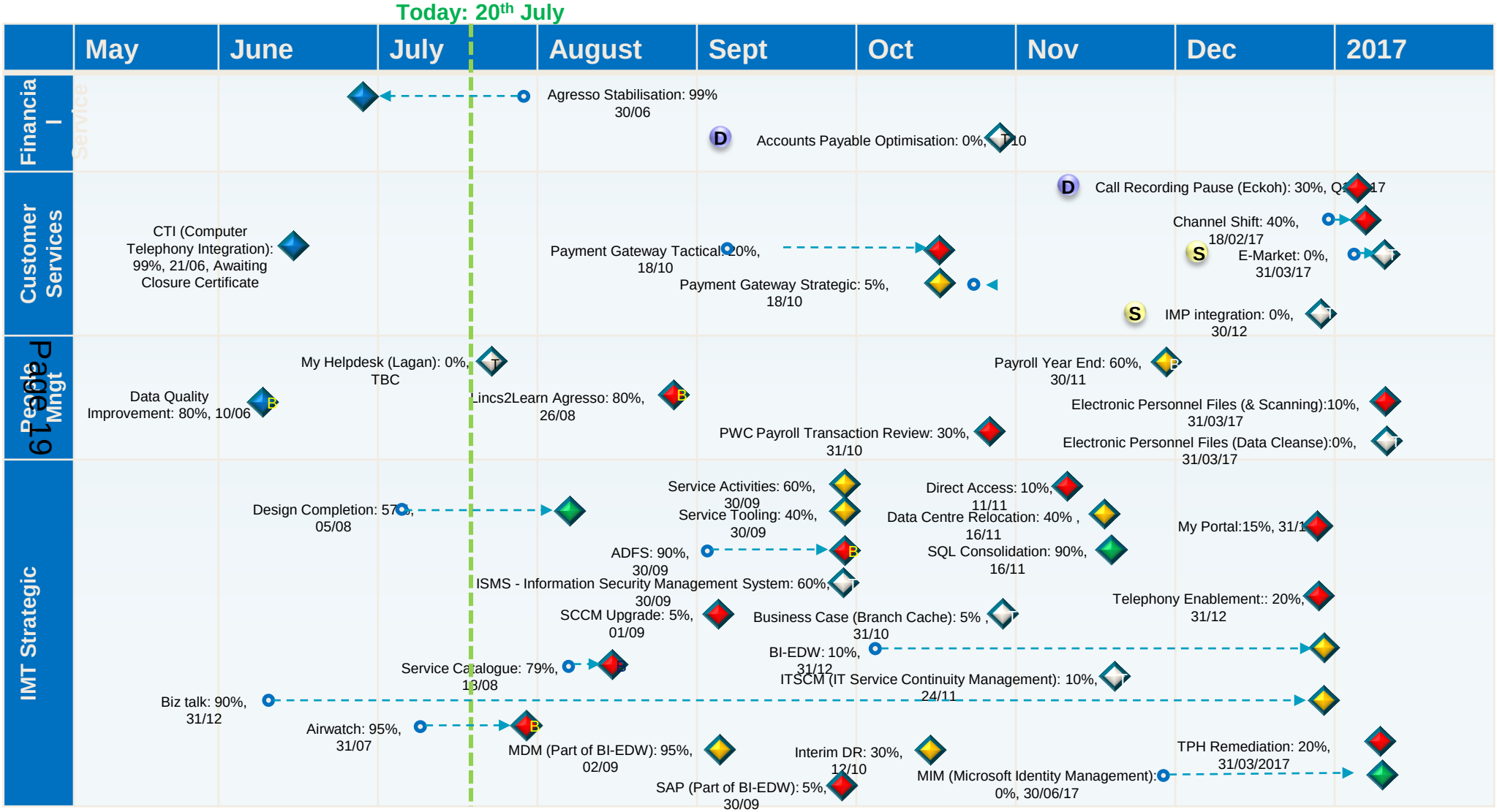
LCC Programme Milestone Tracker – Serco Transformation Programme 31 Projects: Stages 2-7



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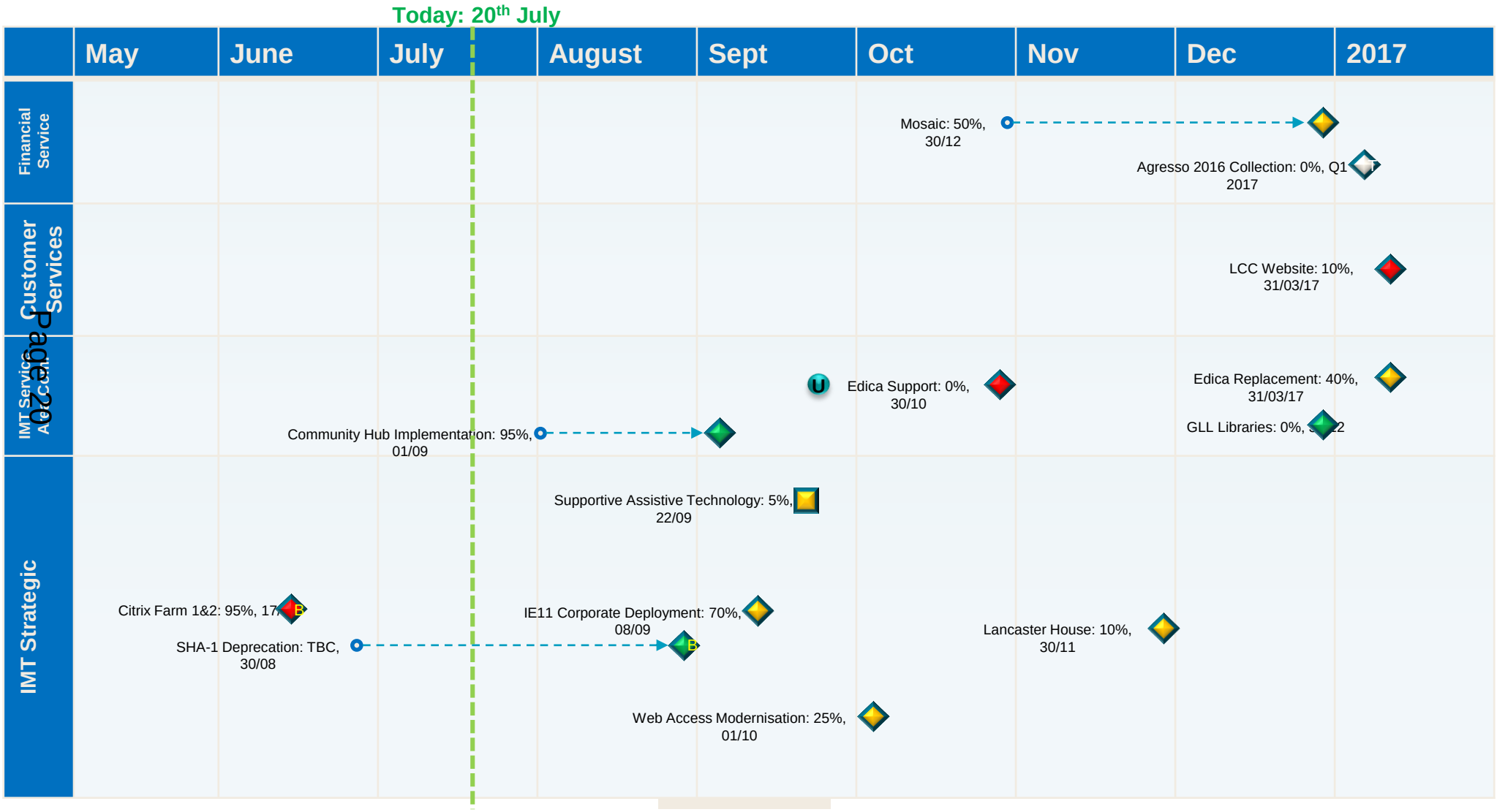

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End

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