

CONSILIUM technologies

Supporting the Change

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Objective (Management Information Systems)

Mission Statement

To convert merging authorities into a single coherent one, with minimum disruption to internal and external stakeholders.

Pragmatic Viewpoint

How do I process and pay a supplier invoice in June 2011?

Assumptions

The wider the disparity in coding structures, procedures, applications etc., the more difficult it will be for staff to handle the transition.

The more closely aligned organisations are in respect of coding structures, procedures, applications etc., the easier it will be for staff to handle the transition.

Do what you can now to reduce the disparity between organisations to simplify the transformation process, and spread the workload over a wider period.

If staff are essentially continuing with what they currently do at the point of transition, it will be one thing less to worry about.

Consilium Role

Support and advise organisations through the pre and post transition period.

Assist in deployment of applications, systems transformation in lead-up to migration.

Carry out data conversion / data migration services through to formation of single consolidated authority.

Activities

Focus groups formed to review current coding structures and working practices in key application areas (e.g. Creditors, Debtors, General Ledger, Payroll etc.)

Meetings held, to review existing coding structures, examine current procedures, and explore potential for improvement.

Produced reports outlining specific actions that can be applied in short, medium and longer term which will help to harmonise participating authorities and thus smooth the merger process.

Authorities are actively discussing the proposals and acting on the recommendations.

Key Challenges

Different authorities using different coding structures.

Different authorities using same applications, but in different ways.

Different authorities with different providers.

Different Coding Structures

We have provided pragmatic advice on how authorities can convert existing Supplier, Debtor and Employee codes so that authorities will use a consistent coding format, and data can be merged more easily at the time of merger

Following on from review sessions, specific recommendations have been made in respect of new General Ledger coding structures.

Consilium can provide assistance to convert General Ledger codes in advance of merger.

Different Procedures

We have recommended that different authorities review the way in which applications are used to see potential areas of conflict, and also to explore how use of applications can be improved.

Consilium to provide services to assist in systems configuration to facilitate procedural changes.

Recognition that there is limited resource to manage change.

Positive by-product of this is to introduce positive change.

Supporting the Change

Typical Scenario

Process	Council X	Council Y	Council Z
Purchase Ordering	✓	✓	✗
Budget Checking	✓	✗	✗
Invoice Register	✗	✓	✓
Invoice Scanning	✗	✓	✗
Auto Matching	✗	✓	✗
emailing Remittances	✓	✗	✗

Outline of Project

Time Period	Client	Consilium
Now-April 2010	Reviewing / Revising Coding Structures	Assistance required for General Ledger conversion.
Now- December 2010	Reviewing / Revising Procedures	Provide Implementation / Training services.
July-March 2011	Determine location of servers / connectivity issues.	Create database for new organisation.
November – March 2011	Create users for new authority.	
November – March 2011.	Test / verify coding in new database.	Migrate codes to new database
November – March 2011	Assist in testing of migration.	Test export of transaction data and import to new authority.
May 2011		Perform extractions of data from closing position.
May 2011		Import outstanding transactions into new authority.
June 2011	Go Live.	Monitor and support.

ASP

Consilium provides an ASP environment to host applications, which we have developed over the last 8 years using BT's data centre.

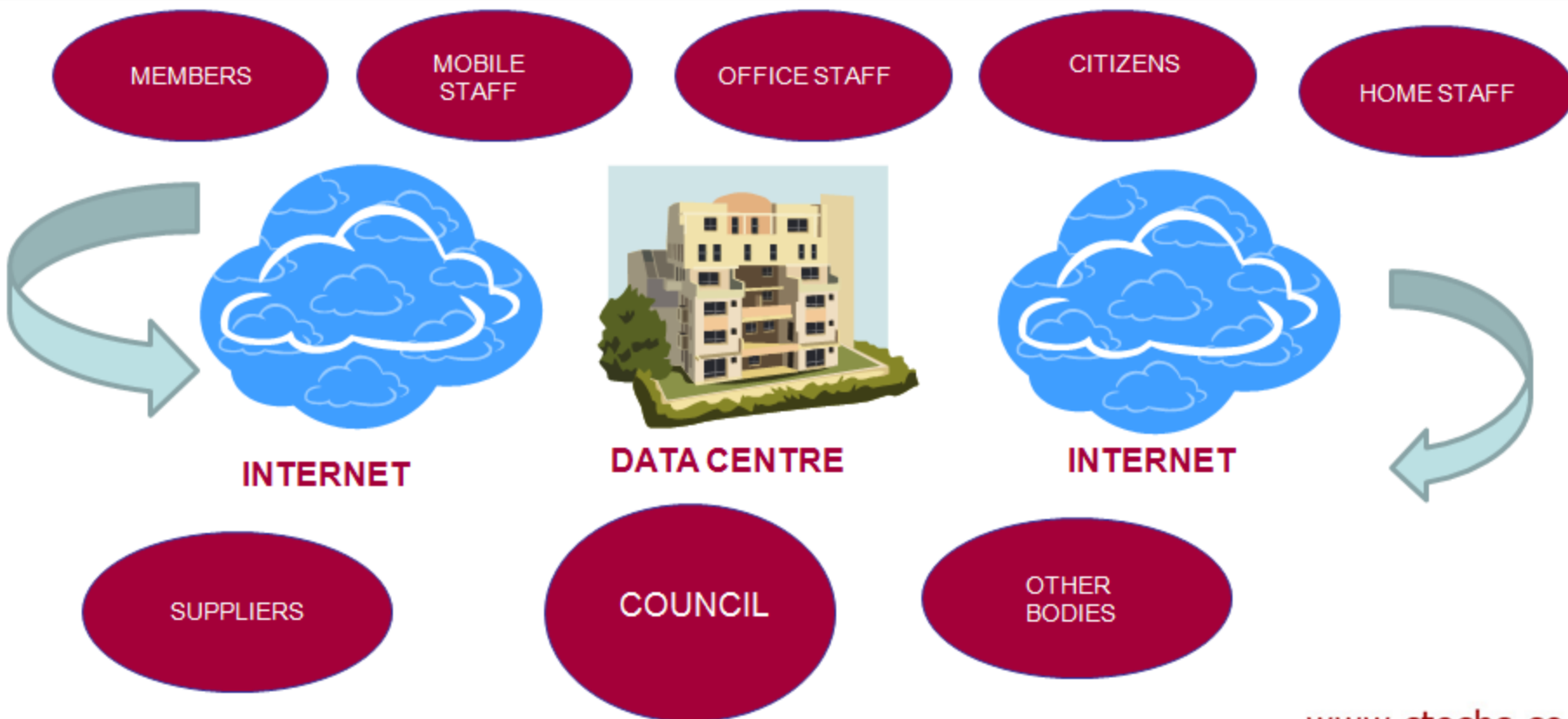
Provides a modern and regularly updated hardware platform.

Facilitates roll out of new application versions.

Would 'join up' merging authorities, by providing web-based access to a common Database server.



TotalMobility - productivity and service are transformed



Conclusion

Harmonise as much as possible.

Act now!

Consilium there to advise, guide and implement.