

5 FINANCE DEPARTMENT - IMPLEMENTATION OF THE RESOURCELINK HR SYSTEM - ESTABLISHMENT OF TEMPORARY POSTS (AN4-2004)

Reference is made to Article VII of the minute of meeting of the Policy and Resources Committee of 10th March, 2003 wherein the Committee approved the replacement of the Council's Corporate Payroll & Personnel Systems with the Resourcelink HR System from Northgate Information Solutions.

In the interim, the Finance and Personnel Departments have been actively involved in the implementation of this new system with the aim of operating Resourcelink on a pilot basis within the Finance Department in February 2004.

However, as a result of an integrity check being carried out on the data currently held for each employee within the existing systems, it has become apparent that a considerable amount of 'data cleansing' is required in order to ensure that the data migrated to this new system is both accurate and current.

Based on the recommendations put forward by Northgate Information Solutions, it has been established that there is need for two additional posts to provide clerical support to the implementation Project Team.

It is envisaged that these posts would be required for a fixed term of two years to support the implementation of Resourcelink to all Council departments and to the external agencies to whom we provide payroll processing services.

Accordingly, the Committee is requested to approve the establishment of two Senior Clerical Assistant posts within the Finance Department, at Grade GS3, £13,650 - £14,211, for which additional annual costs of £33,000, including employer's costs, have been incorporated into the 3-year Provisional Revenue Budget 2004-2007.