

Schools Forum – July 2021

Item 13 Oracle Fusion

2021 / 2022

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Overview & Key Highlights

Changes Ahead for Oracle

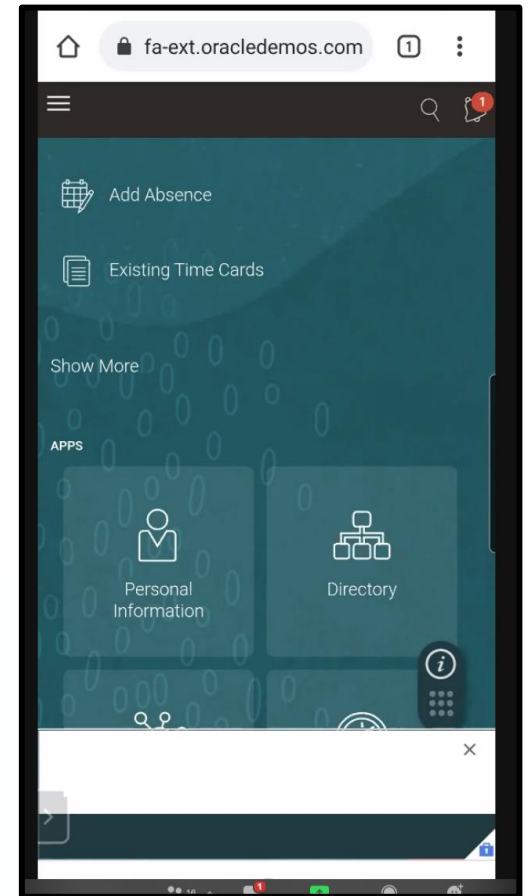
- Lancashire County Council is replacing Oracle R12 (also known as eBusiness Suite) with cloud-based platform Oracle Fusion for **HR, Payroll, Finance** and **Procurement** business processes
- Oracle Fusion is a **modern, user-friendly system** which is faster and easier to navigate
- Go Live for the HR & Payroll modules is currently planned for **Spring 2022**

In the Cloud

- The big difference between Oracle R12 and Oracle Fusion is that Fusion is **cloud based**, which means technology platforms, such as servers and data storage, is through the internet
- **“The Cloud”** offer faster innovation, flexible resources and economies of scale
- Fusion is in the **‘Government Cloud’** which operates to a higher security standard than the public cloud, so access is only allowed for verified, UK-based individuals

What does this mean for Schools & Academies?

- We will **adopt best practice**, standardised processes which are built into Oracle Fusion
- There will be some changes to our **ways of working**
- Where relevant and depending on job roles, **training** will be offered before Go Live
- **Staff** will have self-service access to their **payslips** on personal mobile and smart devices



NOTE: above for illustrative purposes only, shows Fusion on a mobile device (APPS you see will be dependent on your job role)

https://schoolportal.lancsngfl.ac.uk/view_sp.asp?siteid=7806



Programme Governance

How will the programme be managed?

- The Authority has assembled a team of HR, Payroll, Finance and Procurement **subject matter experts (SMEs)** from across the Council, who will be supported by **external business partners** who are experts in Oracle systems implementation
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Who's involved?

- **Allison Leach (LCC Service Manager, Payroll)** has been appointed to lead the Schools and Clients Payroll Transactional workstream of the Oracle Fusion programme
 - **Sioned Edwards (LCC Service Development Manager)** will support Allison on the Schools and Clients engagement and business readiness strategies
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What's next?

- You will be kept informed about how these changes affect you throughout the year, through the regular touchpoints
- Where relevant and depending on job roles, **training** will be offered before Go Live



Why Oracle Fusion? Key Benefits

Oracle R12 (eBusiness Suite) was introduced in 2011 and it no longer supports the Authority's growing IT needs. After a rigorous tender process to select a new system, Oracle Fusion was chosen as the best solution:



User friendly

- Oracle Fusion is a **modern, user-friendly** system which supports greater levels of **self-service**
- Fusion is **cloud based**, so it's **faster** and easier to navigate
- Fusion is **accessible** on personal mobile and smart devices



Best practice

- Best practice **processes and controls** are built into Oracle Fusion, reducing manual, off-system activity to improve efficiency and compliance
- It has **enhanced reporting tools** for improved, system-held information and reports
- Fusion is in the '**Government Cloud**' which operates to a higher security standard than the public cloud, so access is only allowed for verified, UK-based individuals



Sustainable & Flexible

- Oracle Fusion in the Cloud is supported by **software updates** from Oracle, which enhance the system
- Fully meets our current needs and flexible to our **future needs**

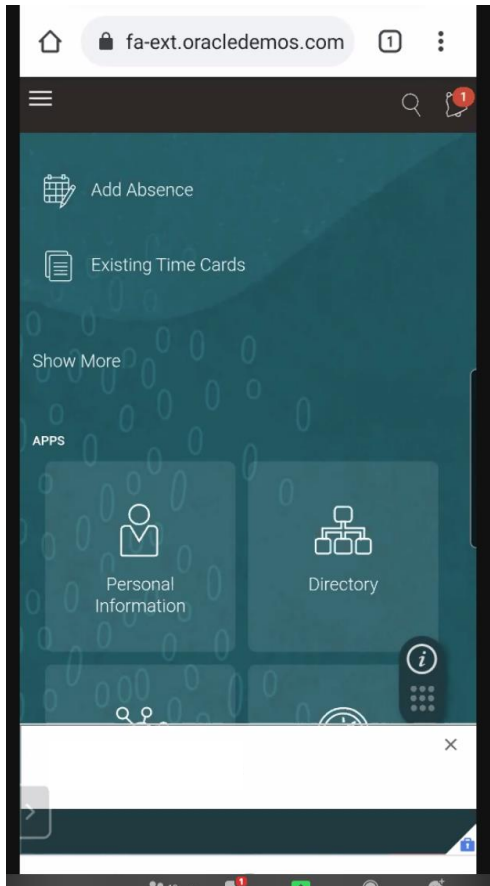


Integrated & Seamless

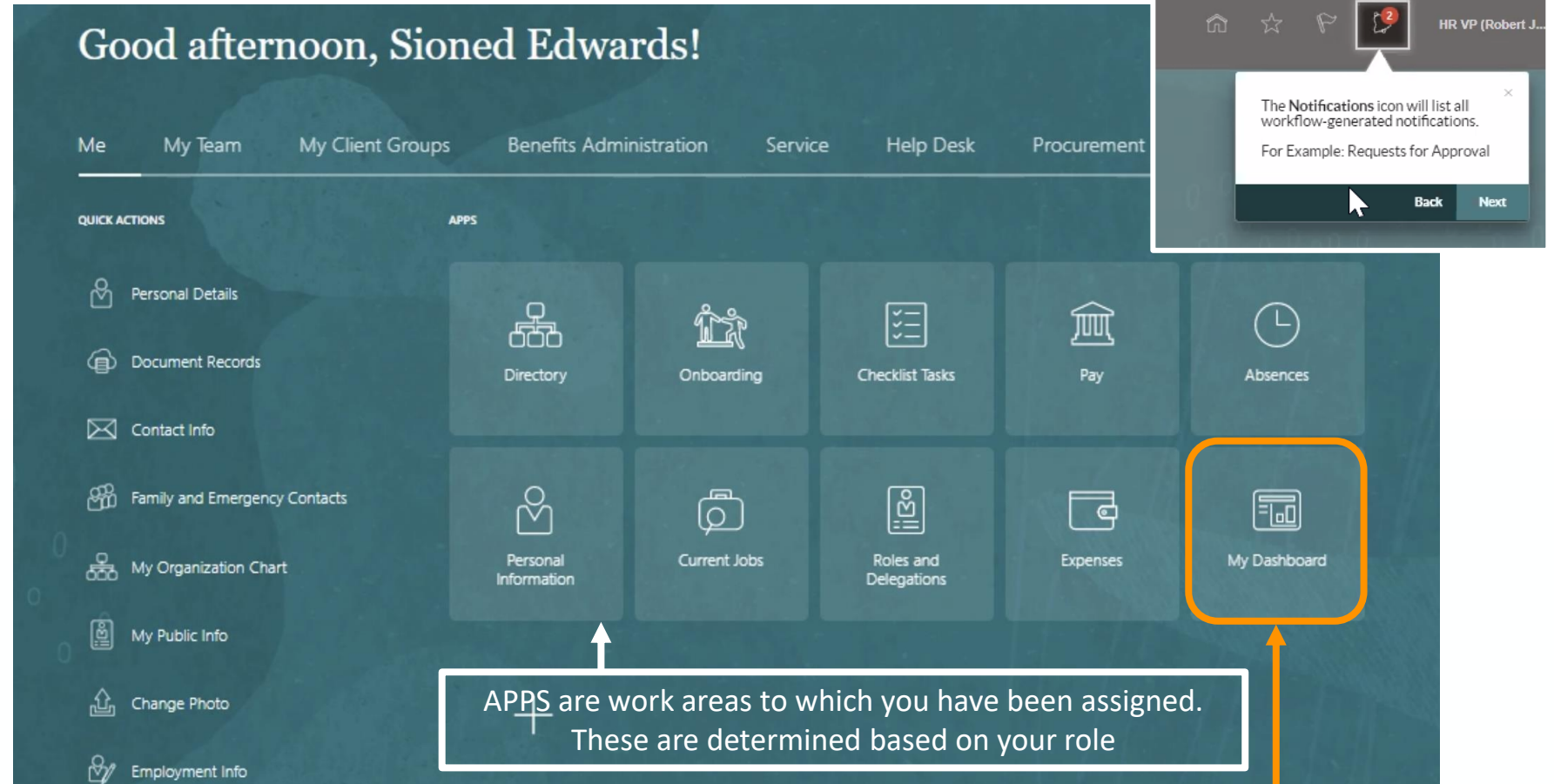
- Oracle Fusion is an **integrated single solution** with all actions and forms in one place
- It supports seamless data integration leading to better data accuracy and **one version of the truth**
- From Go Live onwards, Fusion will hold a history of **payroll submissions** and **Ask HR interactions**

Preview of Oracle Fusion Look and Feel

Note: For illustrative purposes only (Apps are determined by your role)



Above: Oracle Fusion on mobile / smart device



APPS are work areas to which you have been assigned. These are determined based on your role

The dashboard highlights priority actions or tasks for the user

What activities will we do in Oracle Fusion?

*Full suite of what we currently do in Oracle eBusiness Suite (R12)**



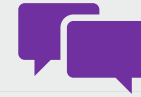
HR

- Employee Self Service
- Manager Self Service
- Employee Lifecycle (Starters to Leavers)
- Document of Records (DoRs)
- Absence Management
- Reporting Dashboard



Payroll

- Payslip
- Payroll processes
- Third party payments
- BACS
- Pensions
- Expenses
- Overtime



Helpdesk
(new module for Ask HR)

- Creation of service request
- Interaction with Ask HR and payroll through Helpdesk module

System held reporting minimises manual off-system spreadsheets and risk of human error

Improved 'user profile' and access authorisation according to job roles protects our people and data

What some of these changes mean at a high level

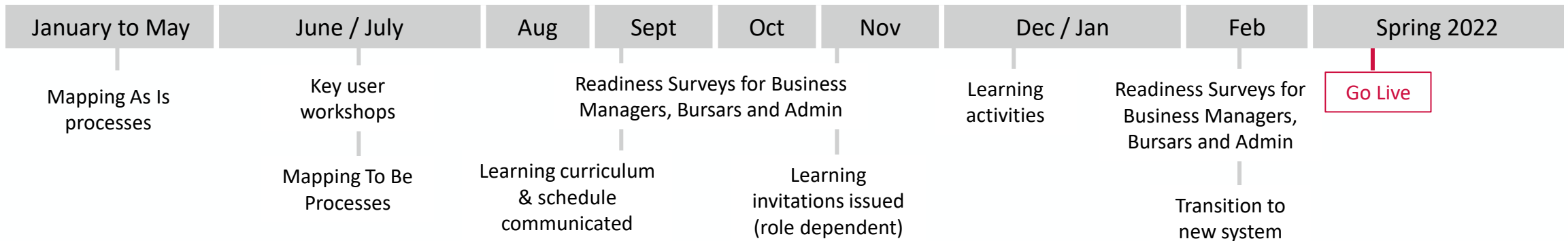
| | Activity | Key Changes |
|-----------------|--|---|
| HR | Employee Self-Service | <ul style="list-style-type: none"> • User-friendly self-service with additional functionality and accessible on personal smart devices |
| | Manager Self Service | <ul style="list-style-type: none"> • Dashboard allows Managers to see all team information in one place; with ability to drill into the data |
| | Employee Lifecycle (Starters to Leavers) | <ul style="list-style-type: none"> • Improved self-service for additional assignments, transfers and contractual changes • Increased self-service for submission of leavers |
| | Document of Records (DoRs) | <ul style="list-style-type: none"> • Move from paper-based to online forms; easier to use and all forms in one place • Ability to upload and host supporting documentation securely; from Go Live of Oracle Fusion, all documents uploaded into the system will be available in the system for future reference |
| | Absence Management | <ul style="list-style-type: none"> • Managers continue to enter sickness for their teams; better user experience & functionality |
| | Reporting dashboard | <ul style="list-style-type: none"> • System held reporting, tailored for schools and according to job roles, will use the latest 'live' data, minimises manual off-system spreadsheets |
| Payroll | Payslip | <ul style="list-style-type: none"> • Online payslips will be replicated in the new system and accessible on personal / mobile devices |
| | Payroll Processes | <ul style="list-style-type: none"> • Majority of processes will remain the same, with increased automation |
| | Third Party Payments | <ul style="list-style-type: none"> • Minor change – all 3rd party payments to be processed by BACS going forward |
| Helpdesk | Creation of service request (Ask HR) | <ul style="list-style-type: none"> • New module handling all HR & Payroll queries • Access and storage of historic documents and queries held within the system |

How will people be supported to adopt Fusion?

- **Regular communication** through all available channels – primarily the Schools Portal and Schools HR Bulletin, Schools Focus Group, Schools Forum, Term Briefings and others as appropriate
- **Selected key users** – representing a cross section of primary, secondary and special schools – have attended End User Engagement Workshops to ensure current experiences and challenges in Oracle have been understood
- **Learning** will be available before Go Live of the new system. Depending on the individual’s job role, this will be a combination of instructor-led online classroom, videos, step by step guidance in Fusion and/or ‘how to’ guides
- **Learning Needs Analysis** explores the job roles users have now, what they use the system for, and what they will need to know

High-Level Programme Timeline

*timings approximate and subject to change



Feedback or Questions?

- For more information, visit https://schoolportal.lancsngfl.ac.uk/view_sp.asp?siteid=7806
- If you can't find the information you need there, email Oracle.Fusion@Lancashire.gov.uk

