

Education and Training Committee – 6 June 2013

Education System Build Major Project

Executive summary and recommendations

### **Introduction**

The purpose of this paper is to provide the Committee with an update on the progress of the Education System Build (ESB) major project since its commencement in January 2013. This project follows on from the Education Systems and Process Review (ESPR) major project which ran from April 2011 to February 2013. As well as reviewing all of the existing systems and processes used by the Education Department, the ESPR project produced a business case and proposed solution for a new information system.

The preferred software solution is Microsoft Dynamics Customer Relationship Management (CRM) alongside Microsoft SharePoint, which will be integrated with the existing email system and link to Registration and Partners systems and the HCPC website. The ESB project intends to deliver a new information system and refined business processes to the Education Department.

### **Progress report**

The project initiation phase commenced at the end of January 2013. A series of discovery workshops have been run by the external supplier as they seek to understand our business processes and requirements in more detail, identify software solutions and agree a design for the system and data model.

A proof of concept demonstration took place at the end of May 2013 and a series of technical design workshops will take place in June and July 2013 in order to gather more detailed system requirements.

The Project Initiation Document (PID) is due to be presented to the Executive Management Team in August 2013. The PID will define the detail of project delivery, the necessary quality of the products, how changes will be communicated and funded and the required activities needed to complete the project. Should the PID be approved the project will then enter the build phase when the new system and processes will be tested extensively prior to deployment.

The timelines for the project have been amended. The project initiation phase has been extended to August 2013 to include additional workshops with the external supplier. The proceeding phases have been adjusted accordingly.

The key phases for the project are:

- |   |                           |
|---|---------------------------|
| 1. Project initiation                     | January – August 2013     |
| 2. Build and business change              | August – January 2014     |
| 3. Deployment                             | January 2014 – March 2014 |
| 4. Close of project and business as usual | April 2014                |

## **Decision**

This paper is for information only. No decision is required.

## **Background information**

- Education Department work plan 2012-13
- Education Department work plan 2013-14
- Education and Training Committee – 7 March 2013

## **Resource implications**

The resources are accounted for in the Education Department work plans for 2012-2013 and 2013-2014.

The current project team is as follows:

Project Sponsor:	Brendon Edmonds
Project Lead:	Paula Lescott
Project Manager:	Paul Nevin
Senior Suppliers:	Guy Gaskins and Richard Watling
Senior User:	Matthew Nelson

## **Financial implications**

The specific project budget is accounted for as part of the major projects budget for 2013-2014.

## **Appendices**

None

## **Date of paper**

20 May 2013