

Oracle People and Payroll Management for Local Government



Why Oracle?

- The most widely used Human Resources and Payroll system in the UK
- Access to accurate real time performance management information essential for leading and managing the Local Authority
- Specific Local Government functionality, such as car mileage, teachers' service returns, multiple employment and Occupational Sick and Maternity Pay
- Streamline processes and eliminate administration bottlenecks through automation – which means less time and cost spent on admin, more time and focus on strategic 'added value' HR management
- Low risk option through proven integration across the product suite and through a tried and tested implementation method
- Value for money – providing rapid organisational benefits



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People and Payroll Management

Local Authorities are large complex organisations. They are responsible for delivering a range of essential services and need to balance the demands for high quality with the need to demonstrate Best Value to the taxpayer. Their performance is under constant scrutiny – particularly with the introduction of Comprehensive Performance Assessment (CPA) – and they are under pressure both to modernise and deliver e-Government.

Local Authorities cannot afford to tie up significant staff and resources in internal back-office support functions, be they HR, finance or procurement. They need systems that will automate routine processes; provide accurate up-to-date performance management information to report against Key Performance Indicators (KPIs) and support strategic decision making; and free up professional staff for 'added value' tasks.

This is where Oracle People and Payroll Management comes in. Oracle People and Payroll Management is a proactive management tool that helps you control costs while developing and supporting an effective workforce for your Local Authority.

The Oracle People and Payroll Management suite is widely recognised as the leading integrated HR and Payroll solution in the market today and is used in many District, Unitary and County Councils as well as other Public Sector organisations. The solution makes full use of the most robust and high performing technology platform – the Oracle9i Database and Application Server.

Authorities using Oracle People and Payroll Management

“ **Using Oracle we are able to get a clearer understanding of workforce trends with up to the minute information on turnover and absence to help us plan HR interventions and support for managers in a flexible and timely fashion. This makes a significant contribution to organisational effectiveness and ultimately to our customers.** ”

*JON SPARKES – Head of Human Resources,
Cambridgeshire County Council*

Oracle People and Payroll Management is now used in some 20 Authorities and many other public sector organisations. Our list of users is growing fast and already includes Counties (Cambridgeshire, Cheshire and Essex); London Boroughs (Hounslow) and Unitaries (Liverpool City Council, Bolton MBC, Sandwell MBC).

Comprehensive Management Information

The HR function is a broad one – and any supporting HR system needs to be correspondingly broad. It needs to support recruitment as well as pay, organisational changes as well as appraisal and career development. And it needs to deliver the high-level management information required for timely decision-making.

Among many features Oracle People and Payroll Management makes it possible to:

- Manage the entire recruitment cycle from vacancy through to search, selection and appointment
- Design a range of establishment structures to meet with changing organisational requirements
- Provide equal opportunity data to support Local Authorities in their equality objectives
- Perform position management by defining and recording required skills, competencies, experience, and qualifications for jobs and posts
- Process multiple employments and retrospective pay
- Take advantage of the complete career management functions as they relate to the definition of skills, assessments, suitability matching, graphical ranking, and succession planning
- Use spreadsheets to export compensation and benefit details for comparison and 'what if?' analysis
- Provide effective, manageable, integrated and extensible Internet based learning solutions to anyone, anytime, anywhere

Performance Management

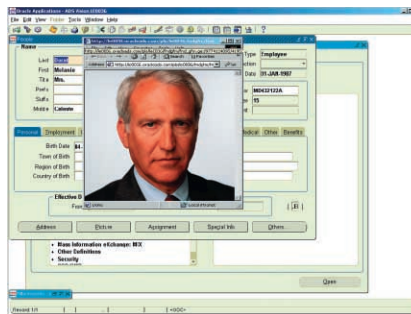
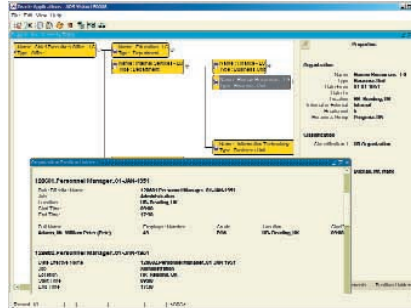
One of the cornerstones of Oracle's E-Business Suite is improved access to data. Oracle People and Payroll Management offers not only single point of data storage but also a wide variety of sophisticated reporting and evaluation tools. These include balanced scorecard, ad hoc reports, business intelligence and standard reports. Each of these tools is web delivered direct to the Line Manager allowing instant access to the most current data to aid decision making.

Data Capture

Data capture can be achieved at source by optimising employee and manager self-service. This helps to minimise back-office involvement and improve data quality and timeliness of information.

HR for Managers

Using streamlined HR processes through automated workflow design, Line Manager self-service enables managers to monitor staff absenteeism, evaluate staff skills and competencies and provide key performance indicators allowing the Local Authority to make better and timelier decisions.



HR for Council Staff

Using web capabilities, Oracle self-service accelerates and improves the quality of service to staff. Employees are empowered to update their own personal data (e.g. on change of address), make annual leave requests, and enrol on training. This releases HR staff from routine clerical and administrative tasks to concentrate on strategic HR and improving the quality of service offered to employees.

What Modules are Provided?

- Human Resources
- Payroll
- Employee and Line Manager Self-Service
- i-Recruitment
- Advanced Benefits
- i-Learning
- Training Administration
- Time and Labour
- HR Intelligence

In addition, Oracle People and Payroll Management is integrated with other components of the E-Business Suite such as Financials, i-Procurement and CRM.

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Implementation and Delivery

Using the Local Government Template, Oracle People and Payroll Management can be implemented to show a rapid return on investment. The template is based upon a best practice implementation model but also allows the flexibility for an Authority to meet local rules.

Our Local Government implementation includes:

- The Core Personnel and Payroll modules tuned for Local Government
- Grades, rates and spinal points as identified in National guidelines
- Payroll definitions to cater for education, monthly, weekly, casual and pensioners
- Pre-defined payroll elements
- The platform on which to build “self-service” functionality and management reporting facilities which will assist in driving cost out of the business and improving services to staff

This approach significantly reduces the implementation timeframes and overall cost for an Authority and speeds up return on investment.

What does it cost?

This will depend on the size of the Authority and whether you take both People (HR) and Payroll or just start with one module. Guideline prices for both modules (software and implementation) are:

- Districts from £130k
- Unitaries and Mets from £300k
- Counties from £350k

What will it save me?

“ Through the use of Oracle HR we’ve been able to reduce absence in some areas by up to 25%. ”

WILLIE GRIFFIN – Head of Strategic HR, London Borough of Hounslow

We don’t know exactly. It depends on the Authority but we can help you find out with a business case and return on investment (ROI) study.

For example, an initial ROI study in a medium sized Unitary Authority indicates potential savings of around £3m per annum. Oracle saved over \$1 Billion (approx 20% of our costs) through our own e-business transformation and the HR and Payroll system was a large contributor to that saving. We know that savings can be high and should easily outweigh the costs.

For more information on Oracle People and Payroll Management for Local Government please contact your Oracle account manager, your preferred Oracle reseller or contact Oracle on

08705 332200 or <http://www.oracle.com/start> (keyword = lghr)

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