

Education and Training Committee, 12 September 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 last meeting on 6 June 2013. 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. The external suppliers successfully demonstrated a system proof of concept in June. A series of technical design workshops have taken place throughout June and July 2013 in order for the suppliers to gather and further document detailed system requirements for review by the project board. The documents define the proposed system configuration and finalise the business's functional and technical requirements.

The external suppliers have submitted their statements of work which outline the cost and time required to complete the proposed system. The project board are reviewing these and finalising the documents which form the Project Initiation Document (PID). The PID will define the detail of the project delivery, the necessary quality of the products, how changes will be communicated and funded and the required activities needed to complete the project. It is anticipated that the PID will be presented to the Executive Management Team in September 2013. 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 September 2013 due to supplier and project board availability. The proceeding phases have been adjusted accordingly. These are subject to change as part of the production of the PID.

The key phases of the project are currently:

- |   |                           |
|---|---------------------------|
| 1. Project initiation                     | January – September 2013  |
| 2. Build and business change              | September – 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
- Education and Training Committee – 6 June 2013

## **Resource implications**

The resources were, and have been accounted for in the Education Department work plans for 2012-2013 and 2013-2014 respectively.

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**

22 August 2013