|  |  |  |  |
| --- | --- | --- | --- |
| RH_A4+stripcrest_borderMeeting  **ESSEX POLICE, FIRE AND CRIME COMMISSIONER FIRE & RESCUE AUTHORITY**  Essex County Fire & Rescue Service | **Performance and Resources Board** | Agenda Item |  |
| Meeting Date | 29 May 2019 | Report Number |  |
| Report Author: | Dena Morrison, HOBS Project Manager  Peter Morath, People Systems Programme Manager | | |
| Presented By | Rick Hylton, Deputy Chief Fire Officer | | |
| Subject | **HOBS Project – Closure Report v1.9** | | |
| Type of Report: | Closure Report | | |

# recommendations

* For members of the Performance and Resources Board to note the contents of the report

# Summary

Following a business case in June 2016, Essex County Fire and Rescue undertook a procurement process to select a replacement HR, Payroll and Learning Management Solution. The process through to implementation was overseen by the HR & OD Business Solution (HOBS) Project. Following the ‘go-live’ in January of this year, this report is a closure report which will be used to inform a ‘lessons learnt’ review of the project process.

**BACKGROUND**

The Service had identified a business need to replace its HOBS system due to incurring significant costs in the running of the then current system, and a number issues which were directly impacting on the end user. Carval, who were subsequently taken over by Civica, were awarded the contract. Key challenges to the project have been timescales, with there being delays to the ‘go-live’ and a number of pay queries needing to be dealt with in the first two months.

**GOVERNANCE**

The project was run in accordance with the Service’s project management procedures, and monitored by the Change Board.

# Benefits and Risk Implications

Are set out within the report.

# FINANCIAL IMPLICATIONs

Further detail is within the report, but in essence the Project was delivered within a 5% tolerance of the overall budget of £600,000.

# Equality and Diversity Implications

None specific to this report.

# Workforce Engagement

Training was carried out throughout the Service, the main negative impact on the workforce has been due to the pay challenges in the first two months following ‘go-live’.

# Legal Implications

Any legal compliance (i.e. Data Protection) elements are dealt with within the attached report.

**HEALTH AND SAFETY IMPLICATIONS**

None specific to this report.