Report of the Executive Director

SOFTWARE UPGRADE

1. Purpose of the report

    To provide the Joint Committee with an update on the software systems upgrade.

2. Background

    The software system which is currently used by Bereavement Services is in the process of being replaced. The new system was initially due to 'Go Live' in October 2021 but unfortunately this has been delayed due to unavoidable employee absence. The revised project plan is shown below.

Month	Project Action
May	Install, analysis and scope
June	Build the System
July	Building the system still & Training
August	User Acceptance Training (UAT)
September	User Acceptance Training (UAT)
October	Remedy any issues found UAT
November/Early December	Go Live

    It is expected that the new system will be implemented by early December 2021 at the latest.

3.   Financial Implications

    There are no financial implications.

Recommendation **The Joint Committee is asked to NOTE this report.**

Background papers
 Nil