Annex 2 Status of Establishing Corporate Services in Scotland

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| **Work** **Programme** | **Sub activity** | **Completion Date** | **Comments** | **RAG Status** |
| HR – Payroll Pensions and Policy | Staff assimilation and transfer | August 2018 | May have to recruit if staff don’t transfer which may push this back until October 2018 |  |
| Payroll System | October 2018 | N/A as continuing with same supplier, modifying contract conditions only |  |
| HR System (REBUS) | March 2019 | Procurement of new system commences in July, REBUS extension secured until October 2019 if system can’t be delivered on time. |  |
| Records and Data transfer | Email | March 2019 | Work scheduled to start July 2018 |  |
| Shared areas on servers | March 2019 | Work scheduled to start July 2018 |  |
| Archive Data | March 2019 | Work being undertaken by Central Services but needs further discussion on access and data sharing agreements |  |
| Digital Transition | Staff assimilation and transfer | July 2018 | On track and all vacant posts filled |  |
| SWAN | August 2018 | On track |  |
| SCOTS Desktop | March 2019 | Dependent on detailed Planning and the ability of SG iTECS team to deliver on schedule must be considered a high risk until this is in place. DS are working with iTECS to formalise this plan and expect agreement by August 2018. |  |
| Datacentre | February 2018 | In place and configuration and security work underway. Domain name secured and ledger software in place |  |
| Citrix Plaform | December 2018 | On track |  |
| Business Application Transfer | December 2018 | On track |  |
| FAS | Staff Assimialtion and Transfer | September 2018 | On track |  |
| FAS Sytems | October 2018 | Being managed as part of the Business Applications Transfer |  |