

APPENDIX B

LEGISLATIVE COUNCIL STANDING COMMITTEE ON ESTIMATES AND FINANCIAL OPERATIONS

2017-18 Annual Report hearings - Additional questions

Department of Biodiversity, Conservation and Attractions

The Committee asked:

1. During the hearings, Committee Members asked a number of questions to agencies affected by machinery of government changes about the process to amalgamate the various financial, human resource and administrative systems that operate within the agency. These questions arose from recent commentary from the Auditor General, who noted: 'progress with amalgamating systems of various constituent entities is slow, with most departments continuing to operate on several financial, human resource and administrative systems. This is impacting the realisation of cost savings that can be achieved by rationalising systems.' (Office of the Auditor General, *Audit Results Report - Annual 2017-18 Financial Audits of State Government Entities*, Report 7, November 2018, p 23).

- (a) Which financial, human resource and administrative systems are currently being used by the Department?

Answer:

Human resource systems:

- Ascender Pay – Human resource management information system (HRMIS)
- Emp-Live – Time and attendance rostering application
- Sage Micropay - HRMIS
- ADP Meridian - HRMIS

Administrative systems:

- Objective (infObase) – Electronic document and records management system (EDRMS)
- HP Records Manager (formerly known as TRIM) – EDRMS

Financial systems:

- Oracle Financials
- Sage X3
- MYOB Greentree
- Attache

- (b) Is there a plan to rationalise the numbers of those systems currently being used by the Department –

Answer: Yes.

- (i) If yes to (b), can you provide that plan?

Answer:

Human resource systems:

The rationalisation of human resource systems and transition to Ascender Pay and Emp-live across the Department of Biodiversity, Conservation and Attractions (DBCA) was completed on 29 June 2018. While Sage MicrOpay and ADP Meridian systems are still accessed in 'view only' mode, licenses for both systems will not be renewed past the current expiry of September 2019.

Administrative systems:

A review of the department's administrative systems and practices has focussed on compliance with the *State Records Act 2000*, and other relevant legislation. Rationalisation of administrative systems will be considered, however the primary focus of the review is to achieve cost effectiveness while increasing business efficiencies and allowing for integration or unification of records management functions across the entities that comprise DBCA.

The current high-level work schedule is:


- August 2018 to December 2018: Business requirements
- January 2019 to March 2019: Business case
- April 2019 to June 2020: System implementation

Financial systems:

Initial reviews have commenced on the various financial systems in place across DBCA. A business case is being developed to review the operational benefits of integrating the systems and the most appropriate way forward.

(ii) If no to (b), why is there no plan?

Not applicable.

Initialed by -----