

# Highlight Report – \*\*Backlog Project A: Reduction\*\* – Project Phase Delivery – Annex 7

<b>Date of Report:</b>	06/8/19			<b>Upcoming Milestones</b>		
<b>Period Covered</b>	19/8/19 to 6/9/19			<b>Item</b>	<b>Due</b>	<b>Status</b>
<b>Prepared by:</b>	Mark Spiller			Billing	27/9/2019	Green
<b>Sponsor</b>	Mike Lea	<b>Customer</b>	Pensions	Outstanding Work Report	12/09/2019	Green
<b>Project RAG Status</b>	<b>Amber</b>			Outstanding Work Analysis	16/9/2019	Green
<b>Projected Costs</b>	<b>Contract 450 est</b> Plus additional costs*	<b>Actual Cost</b>	In line with contract costs			
<b>Commentary :</b>						
<p>We have reached the end of August with 6066 Cases completed.</p> <ul style="list-style-type: none"> <li>- Westminster, Hillingdon and Bi Boroughs have finished sending cases to JLT.</li> <li>-The QA for JLT has been signed off.</li> <li>- JLT are preparing the first billing.</li> <li>-Linda Whiteman’s team of SAP developers have built the SAP extract which is now live. This breakthrough allows the creation of leaving data without requiring Staff Input which at present is considerable. This means much faster processing of Surry Leavers and the ability to use automation and robotics to process leavers. It will also allow us to continue sending work to JLT for clearance without requiring resource to create the leaver forms manually.</li> <li>-Chewie the Deferred Robot has successfully run test cases on using the Hampshire Leaver report.</li> <li>-Amy Wallace has used the leavers report to answer outstanding JLT queries.</li> <li>-Outstanding Work and Tasks. The report detailing all outstanding work and tasks in the system has been scoped out and Matthew Trembley is engaged in producing the analysis of remaining legacy work in the system for review at the next backlog meeting.</li> <li>-We have a supplier meeting with ITM on 11/9/19 to review their options for assisting with legacy work.</li> </ul>						

**Board Actions**

**Up-Coming:**

**Tom.** Report to be run once Tom's team are through Valuation. Records which will require amalgamation following Deferred.

**Key Risks and Issues in this period.**

Item	RAG	Detail	Action/Update
<b>SCC Deferred Cases require SAP calculations</b>		See separate doc SCC Backlog Issue1.doc	See above.
<b>Amalgamation Records</b>		We do not have sight yet of those records which will require amalgamation following Deferred.	Report to be run once Tom's team are through Valuation.
<b>Auto Amalgamation</b>		Still need to agree with JLT the actions on records which require auto amalgamation.	JLT will process. Instructions supplied.