

**SURREY COUNTY COUNCIL****LOCAL PENSION BOARD****DATE:** 19 MAY 2023**LEAD OFFICER:** ANNA D'ALESSANDRO, DIRECTOR OF FINANCE,  
CORPORATE AND COMMERCIAL**SUBJECT:** MY SURREY (UNIT 4) - PROGRAMME STATUS**SUMMARY OF ISSUE:**

This report provides an update on the programme status of My Surrey (Unit 4) the new main accounting system.

**RECOMMENDATIONS:**

It is recommended that the Board note the progress made on the implementation of My Surrey (Unit 4).

**REASON FOR RECOMMENDATIONS:**

The Board needs to be aware of the activities and systems used in the running of the Pension Fund.

**DETAILS:****Background**

1. My Surrey is the new financial system for HR, finance, payroll and purchasing processes. This system is currently due to go live in June of this year and will replace a range of Systems that Surrey County Council currently use, including SAP, ePay, eSuite and others.

**Details**

2. Attached to this report in Annexe 1, is an update on the programme status of My Surrey (Unit 4) and a representative from the implementation team will be attending to provide an update and answer any queries.
3. The Pension Team has been keen to understand more about the background and parameters of the project, obtaining a view on the risks around the project and the confidence level of the Unit 4 team regarding successful implementation.

**CONSULTATION:**

4. The Chair of the Local Pension Board has been consulted on this report.

#### **RISK MANAGEMENT AND IMPLICATIONS:**

5. Implementation of MySurrey (Unit4) has been identified as a key risk in the Risk Register (ID 16).

#### **FINANCIAL AND VALUE FOR MONEY IMPLICATIONS**

6. The risk of poor Implementation of new financial systems could lead to delayed processing, data integrity issues or financial loss.

#### **DIRECTOR OF CORPORATE FINANCE COMMENTARY**

7. The Director of Finance, Corporate and Commercial has been involved with decisions concerning the implementation of the system.

#### **LEGAL IMPLICATIONS – MONITORING OFFICER**

8. Legal implications have been considered within the report.

#### **EQUALITIES AND DIVERSITY**

9. There are no equality or diversity issues.

#### **OTHER IMPLICATIONS**

10. The implementation of the new main accounting system is designed to improve the efficiency and effectiveness of financial and administrative operations.

#### **WHAT HAPPENS NEXT**

11. The following next steps are planned:
  - a) Officers to work with My Surrey (Unit 4) to progress the new financial system.
  - b) Further updates to be brought to the Board as required.

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#### **Contact Officer:**

Nicole Russell            Head of Change Management  
Paul Titcomb             Head of Accounting and Governance

#### **Consulted:**

Local Pension Board Chairman

#### **Annexes:**

Programme Status Update – Annexe 1

#### **Sources/background papers:**

None

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