## 1B ERP Programme Business Design Authority Decisions Log

| ID | Ref | BDA Paper |
|---|---|---|
| DC001 | BDA001 | BDA001 All Procurement Spend Principle |
| DC002 | BDA002 | BDA002 Category Management Strategy |
| DC003 | BDA003 | BDA003 All Suppliers registered on system |
| DC004 | BDA004 | BDA004 Improved levels of spend covered by Pre-approval |
| DC005 | BDA005 | BDA005 Hierarchies alignment |
| DC006 | BDA007 | BDA007 iExpenses managed via AP |
| DC007 | BDA009 | BDA009 Principles for Data Migration |
| DC008 | 2345 | BDA012 Use of Treasury solution |
| DC009 | BDA014 | BDA014 Integrations assessment |
| DC010 | BDA015 | BDA015 SAP System impact assessment (inform only) |
| DC011 | BDA006 | BDA006 Chart of accounts structure |
| DC012 | BDA011 | BDA011 Schools licences |
| DC013 | BDA013 | BDA013 Use of Oracle Fixed Assets |
| DC014 | BDA020 | BDA020 Taxation Solution (Making Tax Digital software not available within Oracle) |
| DC015 | BDA019 | BDA019 Programme Plan impact (update) |
| DC016 | BDA022 | BDA022 DM and DC Strategy Signoff |
| DC017 | BDA025 | BDA025-1 SSO and remote access approach and options |
| DC018 | BDA030 | BDA030 Chart of accounts structure - Projects segment |
| DC019 | BDA034 | BDA034 Cashbook Solution |
| DC020 | BDA008 | BDA008 Expenses for Schools |
| DC021 | BDA029 | BDA029 Payroll Rationalisation |
| DC022 | BD044 | BD044 Data Migration 0 plan and scope |
| DC023 | BDA031 | BDA031 Chart of accounts structure - Secondary Balancing Segment and SLA |
| DC024 | BDA032 | BDA032 DM approach change |
| DC025 | BDA041 | BDA041 Training delivery options |
| DC026 | BDA033 | BDA033 Benefits module scope |
| DC027 | BDA042 | BDA042 Reporting update and Batch 2 signoff |
| DC028 | BDA049 | BDA049 EWS - additional licences |
| DC029 | BDA027 | BDA027 Data Archiving Strategy |
| DC030 | BDA046 | BDA046 Talent Management configuration |
| DC031 | BDA010 | BDA010 Multiple assignments - Update only |
| DC032 | BDA017 | BDA017 Health & Safety |
| DC033 | BDA018 | BDA018 Use of HR Helpdesk - Update only |
| DC034 | BDA021 | BDA021 Statutory HR/Payroll reports - (Update) |
| DC035 | BDA048 | BDA048 Report training options/Reporting Delta |
| DC036 | BDA056 | BDA056 RTI Solution automation |
| DC037 | BDA057 | BDA057 Request for Payment Form |
| DC038 | BDA059 | BDA059 Finance extensions |
| DC039 | BDA028 | BDA028 Oracle Guided Learning (OGL) Module |
| DC040 | BDA058 | BDA058 Evosys support for outbound integrations specifications development |
| DC041 | BDA025 | BDA025-2 - SSO and remote access approach |
| DC042 | BDA065 | BDA065  - SAP backup extension to 90 days |
| DC043 | BDA066 | BDA066  - Oracle EPM Automate Integration Tool |
| DC044 | BDA038 | BDA038 ERP SIT & UAT Strategy (Prev Test Strategy) |

| DC045 | BDA039 | BDA039 Integrations & Interfaces Strategy |
|-------|--------|-------------------------------------------|
| DC046 | BDA067 | BDA067  Cost implications from changes to non-ERP systems |
| DC047 | BDA062 | BDA062  Redwood Business Process Automation (BPA) |
| DC048 | BDA025 | BDA025-3 User Access & Security MFA Options |
| DC049 | BDA043 | BDA043 Unique Customer Reference Number (management in integrations) |
| DC050 | BDA061 | BDA061 Support TOM Steer - Guiding principles |
| DC051 | BDA052 | BDA052 Integration with West Midlands Jobs |
| DC052 | BDA043 | BDA043 Unique Customer Reference Number (management in integrations) |
| DC053 | BDA060 | BDA060 Oracle Learn |
| DC054 | BDA068 | BDA068 Winshuttle replacement tool incl Bulk upload for HR |
| DC055 | BDA069 | BDA069 Anonymisation of data (post Go-Live) |
| DC056 | BDA036A | BDA036A Bank and sort code |
| DC057 | BDA036B | BDA036B Address validation options |
| DC058 | BDA093 | BDA093 System Testing |
| DC059 | BDA047 | BDA047 Pay progression / Pay Award |
| DC060 | BDA073 | BDA073 Time Management Solution |
| DC061 | BDA095 | BDA095 Sourcing Automation |
| DC062 | BDA031 | BDA031 Chart of accounts structure - Secondary Balancing Segment and SLA |
| DC063 | BDA031 | BDA031 Chart of accounts structure - Secondary Balancing Segment and SLA |
| DC064 | BDA089 | BDA089 Schools Invoicing |
| DC065 | BDA067 | BDA067 1B Interface Compliance via Oracle Integration Cloud (OIC) |
| DC066 | BDA088 | BDA088 Invoice Scanning |
| DC067 | BDA095 | BDA095 Sourcing Automation |
| DC068 | BDA097 | BDA097 Global Control Designs |
| DC069 | BDA102 | BDA102 Additional Security for Oracle iSupplier Portal |
| DC070 | BDA080 | BDA080 - Integrations with SMS |

| Functional Area | Approved by | Approved Date | Decision Status |
|---|---|---|---|
| Procurement | BDA Board | 16.10.2019 | Approved at BDA |
| Procurement | BDA Board | 16.10.2019 | Approved at BDA |
| Procurement | BDA Board | 16.10.2019 | Approved at BDA |
| Procurement | BDA Board | 16.10.2019 | Approved at BDA |
| Crosscutting | BDA Board | 16.10.2019 | Approved at BDA |
| Finance | BDA Board | 13.11.2019 | Approved at BDA |
| Finance | BDA Board | 27.11.2019 | Approved at BDA |
| Finance | BDA Board | 27.11.2019 | Closed |
| ICT | BDA Board | 27.11.2019 | Approved at BDA |
| ICT | BDA Board | 27.11.2019 | Closed |
| Finance | BDA Board | 11.12.2019 | Approved at BDA |
| Schools | BDA Board | 11.12.2019 | Approved at BDA |
| Finance | BDA Board | 11.12.2019 | Closed |
| Finance | BDA Board | 01.01.2020 | Closed |
| Programme | BDA Board | 05.02.2020 | Acknowledged |
| Crosscutting | BDA Board | 05.02.2020 | Approved at BDA |
| Crosscutting | BDA Board | 05.02.2020 | Acknowledged |
| Finance | BDA Board | 05.02.2020 | Approved at BDA |
| Finance | BDA Board | 05.02.2020 | Approved at BDA |
| Crosscutting | BDA Board | 04.03.2020 | Approved at BDA |
| Finance | BDA Board | 04.03.2020 | Approved at BDA |
| Crosscutting | BDA Board | 15.03.2020 | Closed |
| Finance | BDA Board | 18.03.2020 | Approved at BDA |
| ICT | BDA Board | 18.03.2020 | Approved at BDA |
| Crosscutting | BDA Board | 18.03.2020 | Closed |
| HR | BDA Board | 08.04.2020 | Approved at BDA |
| Crosscutting | BDA Board | 29.04.2020 | Closed |
| Crosscutting | BDA Board | 30.04.2020 | Approved at BDA |
| Crosscutting | BDA Board | 13.05.2020 | Approved at BDA |
| HR | BDA Board | 13.05.2020 | Approved at BDA |
| HR | BDA Board | 27.05.2020 | Rejected |
| HR | BDA Board | 27.05.2020 | Approved at BDA |
| HR | BDA Board | 27.05.2020 | Acknowledged |
| HR | BDA Board | 27.05.2020 | Approved at BDA |
| Crosscutting | BDA Board | 10.06.2020 | Approved in principle |
| Finance | BDA Board | 10.06.2020 | Approved at BDA |
| Procurement | BDA Board | 10.06.2020 | Approved at BDA |
| Finance | BDA Board | 10.06.2020 | Approved at BDA |
| Crosscutting | BDA Board | 24/06/2020 | Closed |
| Finance | BDA Board | 24/06/2020 | Approved at BDA |
| Crosscutting | BDA Board | 07/08/2020 | Approved at BDA |
| ICT | BDA Board | 07/08/2020 | Approved at BDA |
| ICT | BDA Board | 07/08/2020 | Approved in principle |
| ICT | BDA Board | 22/07/2020 | Approved at BDA |

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|---|---|---|---|
| ICT | BDA Board | 22/07/2020 | Approved at BDA |
| ICT | BDA Board | 22/07/2020 | Approved in principle |
| ICT | BDA Board | 22/07/2020 | Approved in principle |
| ICT | BDA Board | 02/09/2020 | Approved at BDA |
| ICT | BDA Board | 16/09/2020 | Approved at BDA |
| ICT | BDA Board | 15/10/2020 | Approved at BDA |
| HR | BDA Board | 15/10/2020 | Approved at BDA |
| ICT | BDA Board | 15/10/2020 | Approved at BDA |
| HR | BDA Board | 29/10/2020 | Approved in principle |
| HR | BDA Board | 29/10/2020 | Approved at BDA |
| ICT | BDA Board | 26/11/2020 | Approved at BDA |
| ICT | BDA Board | 26/11/2020 | Approved in principle |
| ICT | BDA Board | 26/11/2020 | Rejected |
| ICT | BDA Board | 09/12/2020 | Do not proceed |
| HR | BDA Board | 17/12/2020 | Approved in principle |
| Crosscutting | BDA Board | 17/12/2020 | Approved at BDA |
| Procurement | BDA Board | 27/01/2021 | Do not proceed |
| Crosscutting | BDA Board | 27/01/2021 | Update only |
| Crosscutting | BDA Board | 10/02/2021 | Approved in principle |
| Procurement | BDA Board | 10/02/2021 | Approved in principle |
| ICT | BDA Board | 10/02/2021 | Approved in principle |
| P2P | BDA Board | 24.03.2021 | Approved at BDA |
| P2P | BDA Board | 07.04.2021 | Approved in principle |
| Crosscutting | BDA Board | 21.04.2021 | Approved at BDA |
| ICT | BDA Board | 21.04.201 | Approved at BDA |
| ICT | BDA Board | 02.06.2021 | Approved at BDA |

PSB the extensions and tools used for development.

| Sr # | Extension | Workstream |
|---|---|---|
| 1 | IRF - Invoice Request Form | Finance |
| 2 | Auto Receipt - Purchase Order Auto Receipt | P2P |
| 3 | CIS Construction Industry Scheme (CIS) | Finance |

PSB the extensions and tools used for development.

| Sr # | Extension | Workstream |
|---|---|---|
| 1 | IRF - Invoice Request Form | Finance |

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|---|---|---|
| 4 | MTD Return -<br>Making Tax Digital | Finance |
| 5 | Standing Charge<br>Form | Finance |
| 6 | One Time Payment | P2P |
| 7 | DD (Collections) | Finance |
| 8 | Request for Payment<br>Form | P2P |
| 9 | DD (Registration) | Finance |
| 10 | COA<br>Chart of Accounts | Finance |
| 11 | AR Instalment Plan<br>Maintenance | Finance |

| 12 | CCF<br>Customer Creation<br>Form | Finance |
|----|-----------------------------------|---------|
| 13 | BRS<br>Bank Reconciliation<br>System | Finance |

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| 14-16 | JCF - Journal Creation Form, Internal billing approvals - Project Internal Billing, Non-Project Internal Billing ( x3 PaaS solutions) | Finance |
| 17 | RTI | Finance (Payroll) |
| 18 | Pay Award & Progression | HR |

| 19 | Sourcing Automation | P2P |
|----|---------------------|-----|
| 20 | HRHD<br>HR Help Desk | HR |
| 21 | Scheduler | ? |

| Description (What is this for?) | Development Tool |
| --- | --- |
| To Create a Normal AR Transaction, Credit Memo (On Account and Refer to Original Invoice). Also there is Line Manager Approval for Credit Memo. | JDeveloper 12.2.1.3 [ADF Framework] |
| To create receipt for invoiced PO's up to certain threshold value ( 1000 GBP as of now) | OIC |
| The Solution is built for 2 Purpose<br>1. Supplier Verification- Here business can verify the supplier with the HMRC.<br>2. CIS Return filling- This part of solution is used to file the CIS Return | JDeveloper 12.2.1.3 [ADF Framework] |

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| The Solution will be used to File the VAT Return to HMRC. | JDeveloper 12.2.1.3 [ADF Framework] |
| The Solution will be used to Generate the Recurring Transaction based on Bill Plan created. Also, other functionality as Global Price update and Migration of Bill plan from SAP is supported with the solution. | JDeveloper 12.2.1.3 [ADF Framework] |
| To create one time invoices to pay for expensed like parking ticket or sundry expenses | JDeveloper 12.2.1.3 [ADF Framework] |
| This solution is used to generate the DD Mandate and DD Instruction file for Direct Debit Customer and Transactions | JDeveloper 12.2.1.3 [ADF Framework] |
| To create invoices via PAAS solution | JDeveloper 12.2.1.3 [ADF Framework] |
| Through this Solution Business can register the Customer for Direct Debit. | JDeveloper 12.2.1.3 [ADF Framework] |
| COA Solution is used to Create Segment Values, assignment of values to Hierarchy, Legal Entity and Cost Centre Values to Cost Centre Manager. Approval functionality is enabled in this Solution while creation or update of any values. | JDeveloper 12.2.1.3 [ADF Framework] |
| The solution will be used to create the Instalment Plans in Fusion. | JDeveloper 12.2.1.3 [ADF Framework] |

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| CCF will be used to Create and Update the Customer with Approvals for BCT Customers. | JDeveloper 12.2.1.3 [ADF Framework] |
| BRS will be used to Load Bank Statement into fusion and creation of Standard Receipt/Miscellaneous receipt based on the BRS Rules. | JDeveloper 12.2.1.3 [ADF Framework] |

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| JCF and Internal Billing solution will be used to create Normal and Schools Journal into Fusion. | JDeveloper 12.2.1.3 [ADF Framework] |
| Solution will provide user interface to payroll users to run RTI processes in bulk for multiple payroll statutory units | JDeveloper 12.2.1.3 [ADF Framework] |
| Solution will handle future dated assignment record, help BCC to execute pay award and pay progression rules with custom error messages as per BCC business need | JDeveloper 12.2.1.3 [ADF Framework] |

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| To provide interface for the scoring the tenders as per a particular scoring matrix, awarding the suppliers and generating different letters for them automatically. | JDeveloper 12.2.1.3 [ADF Framework] |
| Extension is designed to get list of assignment based on primary point of contact and help BCC to tag right assignment against service request | OIC |
| This extension meets a mandatory requirement for time recording. BCC has purchased the Evosys Workforce Scheduler which has been developed by Evosys for its clients to meet the need for recording time, both for payroll, absence and project purposes in preference to the Oracle Time and Labour (OT&L) module on grounds of both cost and functionality. A comparison of the two products in February 2020 confirmed the choice made at the time of contract. This is included within the Evosys contract scope and there is no cost associated with this extension. | ? |

| FURTHER DESCRIPTION MD070 | BDA APPROVAL |
|---|---|
| The Invoice Request Form Application is a custom solution based on PaaS platform integrated with Fusion Application. Invoice Request Form Application allows users to create/review Account Receivable's Invoice or credit memo. Invoice Request Form Application (IRF) for the self-service generation of invoice requests before their generation of final Invoices in AR. This extension is in addition to the standard AR Invoice entry screens that are provided by Oracle. | BDA059 |
| Purchase Orders are required to be receipted to book invoices and make payment. Some purchase orders are required to be auto receipted based on conditions/validation. To improve Birmingham City Council's performance of paying supplier invoices on time, Council requires a process to create PO (Purchase Order) receipts automatically where an invoice is matched to a PO, but receipting is not complete, and PO Header Amount is less than system auto receipting profile amount. This modification will allow Birmingham City Council to be able to set the PO auto receipting amount limit, and allow to create PO receipts automatically. The scope of this modification applies to all PO matched invoices where the receipt is not created for delivered goods/services. This workflow will be initiated to create receipts automatically for all PO matched invoices where receipt is pending up to a specified value. | ? |
| The purpose of CIS solution is aimed at enabling the organizations using Oracle ERP Cloud to file their CIS Tax Returns with HMRC. The application acts as an integration bridge between Oracle Cloud Financials and HMRC for the submission of CIS Tax Returns and complying with HMRC Regulations. The application will be used only for filing CIS Tax Returns and verify Supplier as per the regulations specified by HMRC. The application will fetch data from the customized BIP report and store the data in PaaS database and will ask the user to verify the data. Once the users have verified the data, it will enable them to proceed with submitting their CIS Tax Returns by following HMRC authorization process. The application will fetch the HMRC credentials from the setup and will file the CIS Tax Return without the user being navigated to the HMRC website. Solution Context | BDA059 |

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| Application will allow user to validate generated VAT return data and user can validate it and submit to HMRC from MTD Application. User can download BI Report output in PDF format from application screen. User can also find VAT obligations of periods for selected date range. This data will be displayed on screen run time from HMRC. | BDA059 |
| BCC uses the Standing Charge solution for creating the Bill Plan and based on the Bill Plan an automatic recurring invoice will be generated based on the frequency defined by the solution and invoice is created in fusion | BDA059 |
| The purpose of OTP solution is to supply functionality for handling payment requests of new suppliers for One-time payment. OTP solution supplies functionality to raise payment invoice request of new suppliers by filling Invoice Transaction form. Once Invoice Transaction Form is sent to fusion through FBL, solution handle scenario of keeping status of request sent from PaaS. | BDA057 |
| Direct Debit is one of the most efficient Payment Methods in AR (Accounts Receivables) Billing. As per standard Oracle Process, the DD Trx Code must be entered in the system manually and after the Direct Debit Process is run, the codes must again be changed manually. Evosys has taken the existing manual process of changing the code to automate this function. | BDA059 |
| The purpose of NOPO solution is to supply functionality for handling payment requests of available suppliers. NOPO solution supplies functionality to raise request for payment of available suppliers by filling Invoice Form. Once Invoice Form is sent to fusion through FBL, solution handle scenario of keeping status of request sent from PaaS. | BDA057 |
| The Direct Debit Registration is the Custom Solution based on the PaaS platform integrated with the Fusion Application. Direct Debit Registration allows user to register the customer for Direct Debit through Paperless DD process or through Paper DD process. | BDA059 |
| Using this form, value in value sets can be created by users with access to the custom role for Chart of Accounts extension, as a User Interface rather than using standard creation methods. Also, this form will allow the users to maintain the hierarchies and through Dashboard, view all the activities related to Chart of Accounts. | BDA059/BDA006 |
| ? - No MD070 Document<br>V1 210423 - AR Instalment plan is still a work in progress, which Evosys are still finishing. | BDA059 |

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| The Customer Creation Form is a custom solution based of PaaS (Platform as a Service) platform integrated with Fusion Application. End users can create or update existing customers using this form. The request is then sent to the approver, where he/she can approve, reject or RMI (Request More Information) the request as per the need. The approved customer is then pushed to fusion. BCG wishes to remove the manual processes as much as possible to increase efficiencies and move to an automated and streamlined solution for the Creating Customers and Sales Invoices into the Oracle Finance system from any area or department within the council. This extension is in addition to the standard Customer entry screens and Spreadsheet loader that are provided by Oracle Cloud. It is to be noted that only Customer Header, Site & Contact details for the fields specified in this document can be maintained via this form while for other non-general updates, the seeded form shall be used by BCG to update.<br><br>BDA059/ 043 | |
| This solution will manage the As Is process of Bank Reconciliation Process and automatic receipt and payment creation process in SAP. The solution will assist the Bank Statement upload, Automatic and Manual Receipt and Payment creation including Misc. Receipts and Payments.<br><br>BDA059/ BDA034 | |

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| The Journal Creation Form is a custom solution based on PaaS (Platform as a Service) platform integrated with Fusion Application. Using this form, Journals can be created by end users over the organization and pass through an approval process, as a User Interface rather than using standard journal creation methods. The Journal Creation Form can be used by the end users across all services areas to enter the journals and use PaaS Based Approvals.<br>The Internal Billing solution is bifurcated into 2 parts, one is GL (General Ledger) and other is Project. This document is specifically for Project Part. The Project Internal Billing is a custom solution based on PaaS (Platform as a Service) platform integrated with Fusion Application. Using this, projects can be created by end users over the organization and pass through an approval process, as a User Interface rather than using standard project creation methods. The Project Internal Billing can be used by the end users across all services areas to create the project with respect to Internal Billing and provides PaaS based approval flow and dispute resolution workflow in respect of transaction with schools.<br>This document is specifically for GL Part. The Non-Project Internal Billing is a custom solution based on PaaS (Platform as a Service) platform integrated with Fusion Application. | BDA059 |
| RTI solution constructed for the Oracle Cloud Integration Application work stream at Birmingham County Council. Oracle seeded RTI payroll flows allow end users to submit process for single PSU or TRU basis. BCC has 56 TRUs and 53 legal entities which will take more time to submit payroll RTI processes. RTI PaaS solution will allow select multiple PSUs and associated TRUs and submit one specific RTI process with single selection. This will help BCC to reduce time in administrative work and processes. | BDA056 |
| ? - No MD070 Document<br>V1 210423 - I'm not sure the Pay Award and Progression ever went live. | BDA047 |

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| The purpose of Sourcing Automation solution is to configure, schedule to populate and update PaaS (Platform as a Service) database tables with all required data from fusion which is available to use in the form of Oracle BIP reports. BIP is used to extract, format and deliver the data from fusion to third party systems in our case PaaS database tables. Users can create reports using BIP by writing SQL queries and then attaching a template to format the data from XML to consumable format. Sourcing Automation solution provides functionality to configure mapping between XML consumable reports data with PaaS database tables. It also allows to fetch, populate and update data from BIP report in scheduled manner configured in solution.<br><br>***V1 210423 - BCC took the decision to stop using the Sourcing PaaS extension. I don't think this was ever properly tested and there were several showstoppers (around 14 issues) so they decided to drop it.*** | BDA095 |
| Employees/ Line Managers/Help Desk Agent/Help Desk Admin raise a ticket electronically through the system. This will create a "SR" and then once sent will be/should be directed to the relevant service area and team automatically (based on categories of queries set up within the system). The solution achieves the scenario where service request can be raised on behalf of other person with the security intact. Oracle Help desk delivers a standard functionality of "Affected Party" field where one can raise service request on behalf of any person in the organization, it does not restrict itself to the security. To accommodate BCC's security requirement, a custom field is opened with security enabled. | BDA018 |
| The purpose of Scheduler solution is to configure, schedule to populate and update PaaS (Platform as a Service) database tables with all required data from fusion which is available to use in the form of Oracle BIP reports. BIP is used to extract, format and deliver the data from fusion to third party systems in our case PaaS database tables. Users can create reports using BIP by writing SQL queries and then attaching a template to format the data from XML to consumable format. Scheduler solution provides functionality to configure mapping between XML consumable reports data with PaaS database tables. It also allows to fetch, populate and update data from BIP report in scheduled manner configured in solution. | BDA059 |