

**AUDIT COMMITTEE  
ORACLE SUBGROUP  
16 January 2026**

**ATTENDEES:**

Councillor Colin Swansborough  
Councillor Philip Lunn

**OFFICERS IN ATTENDANCE:**

Ros Parker, Chief Operating Officer  
Ian Gutsell, Chief Finance Officer  
Mark Winton, Audit Manager - Delivery  
Grace Addison, Governance and Democracy Officer

**APOLOGIES:**

Councillor Matthew Beaver  
Councillor Gerard Fox  
John Davidson, Oracle Programme Lead

**1. VERBAL UPDATE from Chief Operating Officer**

- 1.1. RP updated the subgroup that since the last meeting, Phase 1 modules are now all live and have been well received by the finance team.
- 1.2. RP informed the subgroup that Phase 2 has now moved into business as usual (BAU) with system ownership now residing with the support model team and service teams.
- 1.3. RP highlighted some of the ongoing activity including the rationalisation of Oracle licences and quarterly updates to the system. RP added that planning is underway to close and prepare the 2025/26 accounts for the first time using Oracle.
- 1.4. RP reiterated that Phase 3 is a more challenging build and needs to be highly accurate due to the high reputational risk, and the affect on the administration of payroll.
- 1.5. RP updated the subgroup that Phase 3 has now entered User Acceptance Testing (UAT) with a planned exit of mid-March. A Data Migration (DM) run is also underway. Following UAT, a further DM will be needed as well as Parallel Payroll Runs prior to moving to cut over and go-live.
- 1.6. RP informed the subgroup that professional training will take place in teams that are most affected (such as the payroll team), and specific guidance materials will be produced to support staff who will have less interaction with the system.
- 1.7. RP noted the risks surrounding meeting the go-live date including sufficient programme resource being available to source both the work on BAU and Phase 3.

1.8. RP added that the Oracle Support Model team is still in place from Phase 2 but will be adapted to reflect the capabilities required for Phase 3 support.

## **2. DISCUSSION**

2.1 The subgroup discussed the following points:

- The potential for the use of Artificial Intelligence in Oracle.
- The effect of Local Government Reorganisation on existing systems.