NHS ELECTRONIC STAFF RECORD

ESR-NHS0227- GUIDE TO ESRBI FINANCIAL COST ANALYSIS DASHBOARD

Information Classification: PUBLIC

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Approvals:

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DOCUMENT CONTROL

CHANGE RECORD

Date	Author	Version	Change Reference
09/05/2016	Matt Madya	1.0	Initial Release
16/08/2016	Matt Madya	2.0	Updated following new ESRBI developments
12/10/2017	Matt Madya	3.0	Updated following new ESRBI developments
02/05/2018	Matt Madya	4.0	Updated following R38
01/10/2018	Matt Madya	5.0	Updated following new ESRBI developments
19/11/2018	Matt Madya	6.0	Updated following new ESRBI developments
02/12/2019	Matt Madya	7.0	Removed the restricted classification. No change to content.
04/09/2020	Matt Madya	8.0	Updated following new ESRBI developments
22/03/2021	Matt Madya	9.0	Annual Review
01/04/2022	Matt Madya	10.0	Annual Review
27/10/2023	Matt Madya	11.0	Annual Review

REVIEWERS

Name	Position
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DISTRIBUTION

Copy No.	Name	Location
1	Library Master	Project Library
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Design Assumptions

The following design assumptions have been made and can be applied to all analyses and dashboards:

1. All analyses have an export button to enable the user to export to their format of choice.
2. All analyses have an 'Add to Briefing Book' button enabled to allow the user to group national analyses together into a board-report type document.
3. All dashboards are designed on a screen resolution of 1024 x 768 pixels to prevent horizontal scroll bars being displayed (except where wide tables of data are required).

Examples

Where applicable, the examples included in this document contain fictional data only. The names and other personal details are fictional although look realistic enough to provide a useful example.

Financial Cost Analysis Dashboard

Description

This dashboard is designed to replicate the Financial Cost Analysis Workbook available within Discoverer Reporting. It is based on the Accounting Period time dimension and provides a range of Payroll Costing Measures.

Allocation

This dashboard is available to the following URPs:

XXX BI Administration
XXX Finance Reporting
XXX Finance Reporting and Hub Mapping
XXX HR Administration
XXX HR Administration (With RA)
XXX HR Management
XXX Local Workstructures Administration
XXX Payroll Administration
XXX Payroll Audit
XXX Payroll Super Administration
XXX Pension Administration
XXX Recruitment & Applicant Enrolment Administration
XXX Recruitment & Applicant Enrolment Administration (With RA)

Summary / Detail Tab

Description

This analysis returns information based on the Accounting Period time dimension and provides a range of Payroll Costing Measures.

Prompts

* Accounting Period (default: None)
Pay Period (based on 'Accounting Period' therefore only pay periods in the selected accounting period are returned)
* Elements (default: All Column Values)
Employee Number
Assignment Category
Person Type (Employee; Employee and Applicant)
Employee Person Type
Primary Assignment Category
Payroll Name
Staff Group
Job Role
Occupation Code
Employee Category
Cost Centre
Subjective Code

Sub Analysis 1

Sub Analysis 2

Data Items

Accounting Period	Legal Entity
Cost Centre	Cost Centre Description
Subjective Code	Subjective Code Description
Sub Analysis 1	Sub Analysis 1 Description
Sub Analysis 2	Sub Analysis 2 Description
Net Cost	ERs Pension
ERs NI	ERs Other
Gross Cost	WTE Contracted
WTE Worked	WTE Paid
Hours Contracted	Hours Paid
Hours Worked	Units Worked
Units Paid	Element Name
Allowance Type	Assignment Number
Last Name	First Name
Pay Scale	Incremental Date
Latest Start Date	Actual Termination Date
Organisation Name	Position Number
Staff Group	Job Role
Person Type	Assignment Category
Employee Category	Occupation Code
Payroll Period	Payroll
Spinal Point	Org Levels 1-13
Grade Step	Costing Action ID
Costing ID	

View Selector

View Type (default: Detail)

The View Type selector enables users to select between Detail (all fields) and Summary (Allowance Type and Element Name Excluded).

Example Screenshot

Accounting Period(s)	2	2(	* Element(s)	(All Column Values)	Employee Number	--Select Value--	Assignment Category	(All Column Values)

Person Type Employee;Employee ⯆ Employee Person Type (All Column Values) ⯆ Primary Assignments Only --Se ⯆ Payroll Name --Select Value-- ⯆

Staff Group (All Column Values) ⯆ Job Role --Select Value-- ⯆ Occupation Code --Select Value-- ⯆ Employee Category --Select Value-- ⯆

Cost Centre --Select Value-- ⯆ Subjective Code --Select Value-- ⯆ Sub Analysis1 --Select Value-- ⯆ Sub Analysis2 --Select Value-- ⯆

Cancel   Next   Apply   Reset ⯆

Return

Note: When exporting this dashboard, please use CSV or TSV as Excel output can be very large.

View type Detail ⯆

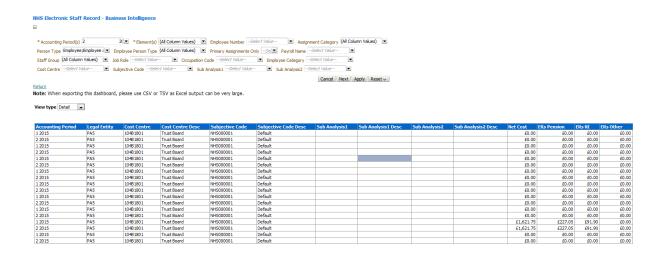| Accounting Period	Legal Entity	Cost Centre	Cost Centre Desc	Subjective Code	Subjective Code Desc	Sub Analysis1	Sub Analysis1 Desc	Sub Analysis2	Sub Analysis2 Desc	Net Cost	ERs Pension	ERs NI	ERs Other
1 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
2 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
1 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
2 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
1 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
2 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
1 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
2 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
1 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
2 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
1 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
2 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
1 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
2 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
1 2015	PA5	104B1801	Trust Board	NHS000001	Default					£1,621.75	£227.05	£91.90	£0.00
2 2015	PA5	104B1801	Trust Board	NHS000001	Default					£1,621.75	£227.05	£91.90	£0.00
1 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00
2 2015	PA5	104B1801	Trust Board	NHS000001	Default					£0.00	£0.00	£0.00	£0.00

Cumulative Tab

Description

This analysis returns the Cumulative Gross Cost value as a whole for each assignment.

Prompts

* Organisation Hierarchy Name (default: None)
* Accounting Period (default: None)
Payroll Period   (default: None)
Organisation Name
Payroll Name
Staff Group
Role
Person Type
Assignment Category
Employee Category
Occupation Code
Cost Centre
Subjective
Sub Analysis1
Sub Analysis2

Data Items

Accounting Period	Title
Assignment Number	Organisation Name
Last Name	Position Number
First Name	Cumulative Gross Cost To Date

Example Screenshot

Accounting Period	Assignment Number	Last Name	First Name	Title	Organisation Name	Position Number	Cumulative Gross Cost To Date
01 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
01 2018	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
02 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
03 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
04 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
05 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
06 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
07 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
08 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
09 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
10 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
11 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0
12 2017	12345678	Blogs	Joe	Mr	000 NHS ESR Organisation	00001111	0.0