

Hillcrest offers a range of web-based solutions based on our 30+ years' experience tailored specifically to Government and Non-for-Profits clients.

OurDocs – Document Management System ☁

Our cloud-based document management system built around SharePoint Online. All the collaboration features of SharePoint Online with State Records Act compliance built in. Easy to use, with documents available anywhere on most devices.

Featuring dynamic role-based security groups and delegated access control options.

Data Centre-Staff Information Consolidation ☁ 🏠

Combine information from your HR system, AD and other sources into one consolidated source of truth that can be used by all your applications. Features include:

- Web based global Staff Directory application
- Live Organization Charts,
- Ability to update employee's AD information such as position, organization unit, location, phone number, photos and account expiry details,
- Creation and automatic update of AD Security Groups and Email Distribution Lists based on location, Organization Structure, Role based or Ad-Hoc lists of people and positions.
- Automatic CSV exports that can be generated to a file, emailed to a recipient or delivered via SFTP.

Ministerial Tracking System ☁ 🏠

Track and manage your Ministerials including a comprehensive search tool, workflows to move the draft responses through your organization and easily determine that status of each ministerial. Features automated reminders, ministerial document generation using templates and integration with Content Manager, Objective or OurDocs Document Management systems.

Task Manager ☁ 🏠

A Workflow tool to allow you to integrate tasks from manual workflows, personal tasks and tasks arising from systems via the Task Centre API all into a single task portal. Replace emails to specific people from systems with visible, easily trackable tasks with reminders. Flexible task allocation that can be based on position, workgroup and/or employee resulting in tasks that are never lost and workflows that don't get hung up waiting on people to return from leave!

Booking Manager ☁ 🏠

Easy to use booking tool, ideal for Cars, Conference Room, Equipment and People based booking, the uses are endless.

Complaints Manager ☁ 🏠

Manage client complaints, suggestions and complements featuring an externally facing portal for your clients to lodge their submissions and an internal management application that allows you to track the status of complaints. Includes:

- Comprehensive searching
- Automatic reminders
- Reporting tool that allows users to generate and save their own statistical and graphical report.

Property Manager ☁ 🏠

Manage all your property information and functions in one place. Includes:

- Managing lease and sub lease arrangements (including renewals etc.)
- Track and manage outgoings
- Managing maintenance contracts
- Staff lodgement of building service issues and building hazards
- Managing work allocations to maintenance workers
- Managing the identification and tracking of capital works requirements

Risk Manager ☁ 🏠

Risk Manager allow organisations to improve business management practices, access to corporate information (underpinning better decision making) and supporting public sector accountability. Includes:

- Risk analysis, identification of causes and consequences and an inherent risk rating
- Development of targeted 'treatment action plans
- Identification of actions required, by who and by when
- Automatic notification to relevant officers when actions and reviews are undertaken

Governance Manager ☁

Easy to use tool that allows development, management (and administration), deployment and user access to a range of corporate business documents including for example Policies, Procedures and Guidelines. Includes:

- Supports the full document life cycle from creation of Drafts using templates, Publishing (with automatic versioning), Periodic Review, Superseding and Abolishment of a document
- Review dates to individual documents to ensure that currency and credibility is maintained
- Automatic reminders for upcoming and overdue reviews
- Automatic Dead link detection for external links

Availability: ☁ Cloud 🏠 On-Pemise

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