

## Type 3 (High) Projects

Project	Issues	Successes	Project Performance	
<b>P108 Replacement ICCS and Mobilising Solution</b> <b>Project Sponsor: Matthew Warren</b> <b>PM: Nicky Hoad</b> <b>Lead Member: TBC</b> <b>Completion Date: TBC</b>  <b>Overall status: Amber</b>	Timescales slipped to ensure agreement by each Service and Solicitors on procurement /contract documentation.	Progress being made on Procurement/Contract Documents and aiming to release within next 2 weeks. Communications drafted in preparation for Supplier Questionnaire (SQ) release Risks reviewed	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	TBC
			<b>Risk</b>	
			<b>Controls</b>	Delays in procurement process
			<b>Timescales</b>	Slippage to SQ release date
<b>P073 Asset Management Software</b> <b>Project Sponsor: Matthew Warren</b> <b>Project M: Stuart Grey</b> <b>Lead Member: NA</b> <b>Stage 2 Fleet and Equipment</b> <b>Implementation: Dec 17 ESR Mar 18</b>	Progress and delivery date for ICT deliverables uncertain. Increased access for property (i.e. new laptop or via VDI).  Awaiting Ops Team Member for assets and equipment policy work package	Stick PCs now installed in all stations to display the station dashboards  Fix of password issue now in test with us  Driver checks rolled out and have resulted in increased familiarisation	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	

# Appendix 1: Business Development Programme Status Report - April 2019

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Project	Issues	Successes	Project Performance	
<b>Stage 3 and 4 ICT/Miquet software Data ESR Dec 18</b> <b>Stage 5 ICT/Health and Safety Mar 19 - Property Sep 19</b> <b>Overall Status: Green</b>			<b>Timescales</b>	
<b>P089 ESMCP (Emergency Services Mobile Communications Programme) Oct 18 ESN PM: John Barlow</b>  <b>Project Sponsor: Rick Hylton</b> <b>CFRS migration to Emergency Services Network (ESN) commencing: TBC</b> <b>Status: Amber</b>	<p>Governmental Approval of the revised Full Business Case has been further delayed and no announcement is expected until Q3 2019</p> <p>Some Home Office concern raised relating to potential delays to ESN deployment if new ICCS/CAD solutions overrun. (Potential significant financial implications for CFRS) Deployment schedules and product release dates remain fluid and impact on accurate planning.</p>	<p>ESMCP Workshops in January/February well attended with representation from Suffolk/Beds and Cambs. Positive feedback and high levels of interest and some good thoughts on how ESN could assist in improving service delivery and ways of working.</p> <p>Digital Road map to be created to identify functionality and potential enablers.</p>	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	Potential high costs if Services remain on Airwave.
			<b>Controls</b>	
<b>P109 VDI Upgrade Shared Service Project</b> <b>PM: Sarah Newton</b> <b>Project Sponsor: Matthew Warren</b> <b>Completion: May 19</b> <b>Status: Green</b>	<p>The user experience deteriorated as more users were moved on to the system. The system is not giving the performance we had anticipated.</p>	<p>XenDesktop has been rolled out service wide to Cambridgeshire, however there have been performance issues. For this reason VDI in a box has not been decommissioned and some users are still using VDI for remote</p>	<b>Timescales</b>	Still unknown
			<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	

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		access and on laptops. We will be addressing the performance issues with the supplier in April.	<b>Timescales</b>	
<b>P088 On Call Board Project Stage 2</b> <b>PM: Karl Bowden</b> <b>Project Sponsor: Rick Hylton</b> <b>Lead Member: Cllr Reynolds</b> <b>Completion Date: Stage 1 Feb 16 Complete</b> <b>Stage 2: May 16 Complete</b> <b>Stage 3: Alternative Appliances Jan 19</b> <b>Alternative Crewing On Call standby's Mar 17 Complete</b> <b>Alternative Crewing W/T Secondary Contracts Jun 18 Complete</b> <b>Phased Response Apr 19</b> <b>Sutton Trial - TBC</b> <b>13.5 Ladders – Jun 19</b> <b>Crewing – Jun 19</b> <b>Status: Green</b>	<b>Phased response</b> Project plan in place - Still awaiting response from Supplier, on the Change Request to ascertain timescales/costs etc. This delay will affect planned go live. Meeting scheduled for April with Supplier to progress.	<b>Alternative Appliances</b> Evaluation Report produced for Project Board – recommendations to undertake scientific testing. Once this is completed we will look to allocate to stations.  <b>Sutton Trial</b> Involves 2/3 Firefighters driving to another station by service vehicle. All elements completed, apart from automating Control Procedures which will be driven by the Supplier Change Request (Phased Response)  Deviation Reports approved to include 2 new work streams into project scope – 13.5m ladders and Crewing of Alternative Appliances.  Employers Recognition Scheme underway – award of Plaque.	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	
			<b>Timescales</b>	Phased Response workstream likely to miss planned go live, pending Supplier response. No impact to overall project

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<b>P098 CPSN</b> <b>(Cambridgeshire Public Services Network)</b> <b>Project Sponsor: M Warren</b> <b>PM: John Fagg</b> <b>Lead Member: NA</b> <b>Contract Award</b> <b>Completion date: June 19</b> <b>(via VEAT Notice May 17)</b> <b>Overall status: Green</b>		Supplier engaged to undertake connective activities on our behalf. Looking to award contract in March. High Level technical requirements have been agreed internally. Draft Terms and Conditions have been prepared and submitted.	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	
			<b>Timescales</b>	
<b>P102 Unified Comms</b> <b>(Shared Service Project)</b> <b>Project Sponsor: M Warren / Z Evans</b> <b>PM: Sarah Newton</b> <b>Completion Date: Nov 19</b> <b>Project Status : Green</b>		Testing of the systems is still underway. Project paused as ICT focusing on deployment of VDI.	<b>Board</b>	
			<b>Budget</b>	
			<b>Team</b>	Team established for current stage
			<b>Risk</b>	
			<b>Controls</b>	
			<b>Timescales</b>	

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<b>P111 Day Crewed Shift System Project</b> <b>Project Sponsor: Jon Anderson</b> <b>PM: Stuart Smith</b> <b>Completion date: Negotiations/Sign collective agreement Implementation May 19</b> <b>Status: Amber</b>	Negotiations still ongoing and are taking longer than anticipated. This has impacted on the delivery timescales of this project as plan was to go live 1 April – this has been pushed back to May 19.	Negotiation meetings every 2 weeks. FBU fed back some resistance to the proposal - further negotiations ongoing. A draft agreement has been drawn up but not agreed or signed.	<b>Board</b>	
			<b>Team</b>	Team have been formed for negotiation. This may change once we have a shift system in principle.
			<b>Budget</b>	
			<b>Risk</b>	Getting agreement via negotiations. There is a risk this will not be able to be progressed as currently struggling to find a way forward.
			<b>Controls</b>	Have shift system that currently functions (could go live with new system in the middle of the year).

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			<b>Timescales</b>	Implementation will not meet planned timescales. Planning for May 2019 but timescales tight.
<b>P112 Monkswood</b> <b>Project Sponsor: Matthew Warren/Chris Strickland (once planning granted)</b> <b>Project Manager: Stuart Grey</b> <b>Completion date: First phase Contract signed 31/05/18</b> <b>Status: In planning</b>	Awaiting Planning decision	All questions raised from the Planning process have been responded to.	<b>Board</b>	Not yet formed
			<b>Team</b>	Not yet formed
			<b>Budget</b>	Awaiting Planning decision
			<b>Risk</b>	Full risk review undertaken
			<b>Controls</b>	Board and Team not formed
			<b>Timescales</b>	Awaiting Planning decision
<b>P115 SHQ Building Changes</b> <b>Project Sponsor: Matthew Warren</b> <b>PM: Stuart Grey</b> <b>Completion date: TBD</b> <b>Status: In Planning</b>		Board on 12/02 decided to proceed with 3 distinct phases: Refurbishment of all toilets; Conversion of offices to open plan; Extension to create a new reception, MICA and flexible working space (Planning permission will be required) Awaiting detailed plans from Supplier to take forward to planning	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	TBC
			<b>Risk</b>	
			<b>Controls</b>	
			<b>Timescales</b>	Need to understand feasibility and costings

**Type 2 Projects**

Project	Issues	Successes	Project Performance	
<b>P100 Training Recording and Competency System (TRaCS)</b> <b>Project Sponsor: AC Callum Faint</b> <b>PM: John Sherrington</b> <b>Lead Member: NA</b> <b>Completion date: Options Appraisal/Business Case 01/04/2017 Complete</b> <b>Stage 2: Completion Jan 19</b> <b>Stage 3: Specialist roles</b> <b>Stage 3 Phase 2 Support Staff TBD</b>  <b>Overall Status: Green</b>	No issues to report.	TRaCS Stage 2 is now to be subject to an End Stage Report which is to be presented to the March Programme Board.  Development work continues aligned to Stage 3 focussing around the recording of competencies of 'specialist' officer role, Fire Protection/ Community Fire Safety etc. Meeting scheduled to discuss Stage 3 Phase 2 – Support Staff	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	
<b>P093 Co-Responding</b> <b>Project Sponsor: Rick Hylton</b> <b>Project Manager: Karl Bowden (part of P088)</b> <b>Lead Member: NA</b> <b>Co-Responding Trial End</b> <b>Overall status: Amber</b>		CFRS is in continued discussions with East of England Ambulance Service (EEAS) as to future of Co-Responding.  Awaiting an agreed strategic decision on way forward. To be discussed at Programme Board.	<b>Timescales</b>	Aligned to project target dates for delivery.
			<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	Provision of CBS clearance checks on new staff is slow.
			<b>Control</b>	

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			<b>Timescales</b>	National trial supported until pay settlement announced.
<b>P096 Use of Recording Devices and Governance</b> <b>Project Sponsor: Callum Faint</b> <b>PM : Jodie Houseago</b> <b>Lead Member: NA</b> <b>Completion date: Phased Approach</b> <b>Phase 1 Policy /Guidelines 01/03/17 Complete</b> <b>Phase 2 Red Fleet Jul 18</b> <b>Dash Cams Sep 18</b> <b>Phase 3 Body cams/Helmet cameras TBD</b> <b>Body Cam work linked into trial.</b>  <b>Overall status: Green</b>	Retrofit for high mileage vehicles requiring dash cams have 1 outstanding (courier van).	Trial continues with feedback well received. Change of approach at Dogsthorpe has been approved at Board and communicated to those involved (one watch moving forward) to try and reduce impact on individuals (identified mount issue during feedback). Footage is of a good quality.	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risks</b>	
			<b>Controls</b>	
			<b>Timescales</b>	

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<b>P075 Review of Rescue Capability + Replacement IRU.</b> <b>Reinitiated Feb 18</b> <b>PM: Jamie Johnson</b> <b>Project Sponsor: J Anderson</b> <b>Completion Date: May 19</b> <b>Overall Status: Green</b> <b>Replacement IRU on the run Jul 18 - Complete</b>		<b>Rope Rescue</b> –Now on the run - crews attended their first incident. Further one day training session planned per watch when the final item of equipment arrives; this will increase our capability at bariatric rescues. The in service reaction to the launch has been extremely positive. <b>Boats</b> – Contracts awarded 3 x boats and engines ordered. New boats are due in May and courses established; actions from the Orton Mere review are being incorporated. In service instructors are currently away at swift water response to ensure that we prepare staff for as many eventualities as possible. <b>Paratech</b> – We have had permission from the board to obtain a quote from the supplier of Paratech. This is a significant amount of money and will be considered at Board level.	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Control</b>	
			<b>Timescales</b>	

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<b>P110 Server Upgrade</b> <b>Project Sponsor: Matthew Warren/Zoe Evans (Shared Service)</b> <b>PM: Sarah Newton</b> <b>Completion date: Dec 18</b> <b>Overall Status: Green</b>		Project closure report is being completed ready for approval.	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	
			<b>Timescales</b>	
<b>P114 Intranet Refresh</b> <b>Project Sponsor: Hayley Douglas</b> <b>PM: Claire Morris</b> <b>Completion date: Dec 19</b> <b>Status: In planning</b>	Department champions from support departments required.	Change of website Content Management System scheduled to go live in April with training to be scheduled in March.  Engagement work with operational and support staff regarding the new Intranet has been positive. Draft summary and design ready for review at march Project Board	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	
			<b>Timescales</b>	
<b>P116 Aerial Replacement</b> <b>Project Sponsor: Callum Faint</b> <b>PM: Matt Murdoch</b> <b>Completion date: Feb 21</b> <b>Overall status: Green</b>		Engagement undertaken Requirement specification completed Tender documents completed and issued 13/03/19 Returns due on 24/04/19	<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	
			<b>Timescales</b>	

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<b>P119 Hydrant Software Review Project</b> <b>Project Sponsor: Chris Parker</b> <b>Project Manager: Nicola Smith</b> <b>Completion Date: 30 June (Review Stage)</b> <b>Overall Status : In Planning</b>			<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	
			<b>Timescales</b>	
<b>P120 SHQ Barrier</b> <b>Project Sponsor : TBC</b> <b>Project Manager: Maurice Moore</b> <b>Completion Date: Oct 19</b> <b>Overall status: In Planning</b>			<b>Board</b>	
			<b>Team</b>	
			<b>Budget</b>	
			<b>Risk</b>	
			<b>Controls</b>	
			<b>Timescales</b>	

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## Glossary

**Application virtualisation (APPV)**  
**Cambridgeshire County Council CCC**  
**Cambridgeshire Fire and Rescue Service (CFRS)**  
**Cambridgeshire Public Services Network (CPSN)**  
**Chief Officers Advisory Group (COAG)**  
**Chief Fire Officers Association (CFOA)**  
**Close Circuit TV (CCTV)**  
**Combined Fire Control (CFC)**  
**Community Fire Risk Management Information System (CFRMIS)**  
**Community Fire Safety (CFS)**  
**Comprehensive Spending Review (CSR)**  
**Content Management System (CMS)**  
**Digital Network Service Provider (DSNP)**  
**East of England Ambulance Service Trust (EEAST)**  
**Emergency Services Mobile Communications Programme (ESMCP)**  
**ESMCP Transition Manager – (ETM)**  
**Emergency Services Network (ESN)**  
**Fire Protection (FP)**  
**Fire and Rescue Service (FRS)**  
**Fire Service Headquarters (SHQ)**  
**General Data Protection Regulation (GDPR)**  
**Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS)**  
**Heads of Groups (HofG)**  
**Integrated Risk Management Plan (IRMP)**  
**Local Government Shared Service (LGSS)**  
**Memorandum of Understanding (MOU)**  
**Mobile Data Terminals (MDT)**  
**National Fire Chiefs Council (NFCC)**  
**Official Journal of European Union (OJEU)**  
**Project Manager (PM)**

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**Risk Assessment Method Statement (RAMS)**  
**Road Traffic Collisions (RTC)**  
**Sequel server (SQL)**  
**Skype for Business (SfB)**  
**Station End Equipment (SEE)**  
**Subject Access Request (SAR)**  
**To be determined/confirmed (TBD/TBC)**  
**Training Recording and Competency System (TRaCS)**  
**Voluntary Ex-Ante Transparency Notice (VEAT)**  
**Virtual Desktop Infrastructure Project (VDI)**  
**Whole-time (W/T)**