

Service Priorities 2016/17



Asset Management

- Yaxley Redevelopment
- Review of Training Facilities
- Huntingdon Hub (SHQ/A27/TC)



Service Delivery

- Crewing of Rescue Capability
- A27 Crewing
- On Call Review / Sustainability of On Call
- Co Responding



People

- Succession Planning
- WT Recruitment / Promotion Process
- Employee Survey Action Plan
- People Impacts (SHQ)
- Adult Social Care Data

* SHQ = Service Headquarters, A27 = Huntingdon, TC = Training Centre, WT = Wholetime

Medium Complexity/Resource Work

Name	Description
VDI (Virtual Desktop Infrastructure)	Replacement of the computing desk top hardware with PC's that have to go to the server to use all applications for example, Outlook. Risk to the organisation – existing hardware was failing, software was out of date (Office 2003) and caused issues with regard to accessing up to date information.
Combined Fire Control 4i	The introduction of upgraded technology (called 4i) to prevent our emergency mobilising system from becoming obsolete and vulnerable to malicious external interference.
SQL (Structured Query Language) Database	Develop a robust Microsoft SQL server to ensure a resilient and robust database environment on which to hold data applications utilised by all areas of the Service. By undertaking this work we can reduce the licensing and support costs currently incurred through the use of two major database environments.
Assistive Technology Project	To identify and procure appropriate assistive software to offer support to staff with dyslexia and other disabilities due to the increasing dependency on ICT within the workplace (provide reasonable adjustment to fulfil requirements of Equality Act 2010).
Review of Reporting	The standardisation of reporting across the organisation resulting in a significant reduction in the number of reporting tools required for the Service to understand its data, clearer & improved business processes and reduced licensing costs.
Replacement of fire ground radios	Replace current fire ground radios which are used at operational incidents. The current (analogue only) ones have passed their expected life cycle and are becoming increasingly difficult to replace or repair. Additionally the market has moved on, with digital and dual (digital and analogue) functionality now available.
SMART Board Review	Various meeting display solutions in place across the estate, with the older systems now incurring increased repair costs. Review required to identify a cost effective solution that meets requirements of both internal and external users.
Mobile Working	Currently a number of bespoke solutions in place for staff to work both on and off line when away from the normal place of work. Additionally, laptops are not compatible with VDI. Furthermore current devices work on different operation systems (Windows, Android and IOS) which have created compatibility issues. Review required introducing conformity.
App V (Application Virtualisation)	This enables the VDI infrastructure to access the non-standard applications for example, Project. It ensures the response of the system for all users is maintained and has the ability to restrict access to those personnel who need an application to undertake their job.

ESMCP (Emergency Service Mobile Communications Project)	The ESMCP/ESN Programme is a national programme run by the Home Office for replacement of the existing TETRA communications solution across all three emergency services and other approved users. The Fire and Rescue Service use TETRA for voice and data communication between mobile resources for example, Mobile Data Terminals on the appliances and Control Rooms.
Development of Community Safety Strategy	
Equality Peer Action Plan	
Review Bullying and Harassment	
Managing Capacity	
Tactical Delivery Group/Day Crewing Review	
A14 (Dogsthorpe) Electrical Rewire	The switchgear in room 1459 remains as originally fitted since 1965. The equipment is obsolete and would have severe implications for operation of premises should a component fail. Additionally the standby generator has capacity to run more of the circuits in the event of power failure than are currently connected. It is therefore planned to replace the switchgear with a unit that is fully compliant with current electrical regulations and is easily repairable in the event of such a need. Opportunity also to be taken to connect essential circuitry to standby generator. Desired outcome to be a resilient and modern electrical installation.
Matching of Data (Incident Recording System)	
Re Write Procurement Contracts	
Operational Risk Response	The Service has committed to continually assess the impact of the National Operational Guidance (NOG) Programme and align CFRS operational practices to national best practice to include Tactical Operational Guidance. In 2016 we plan to align to 7 NOG documents and introduce the Breathing Apparatus (BA) national guidance.
Operational Assurance	CFRS currently has a number of mechanisms for undertaking operational assurance but we have no coherent strategy. In 2016 we are producing a strategy and improving how we assure our operational practices.

Name	Description
Unified Comms	Bedfordshire Fire and Rescue Service are leading on this project to replace their current telephone system. It will introduce VOIP (Voice Over Internet) functionality, allowing multimedia meetings to be conducted “virtually” through computers.
Replacement of Cambridgeshire Public Services Network (CPSN)	The Wide Area Network (WAN) used for provision of ICT connectivity to all sites and to the internet is currently provided under the CPSN contract. Due to the value of this contract and the involvement of partners across the public sector, procurement activity is required to start now to ensure a new contract is in place in time for the expiry of the current contract (June 2018).
Mobile Data Terminal (MDT) Review	The current MDT’s were provided by the Government and contracts are coming to an end. They are also running on Windows XP which is no longer supported. The current hardware will also not be compatible with the ESMCP solution. Advances in hardware for example, demountable and the associated software can be achieved with a tender to change the MDT’s for a solution which will future proof for the onset of ESMCP.
Asset Database	Procurement of a software solution to streamline processes, record all asset information in a easily accessible system thus enabling robust accountability and easier reporting of assets throughout the organisation. Risk – currently using out of date software and reliance on numerous excel spreadsheets.
Diversity Monitoring/ Review	
Community Fire Risk Management Information System (CFRMIS) 6	The current version of CFRMIS has been superseded and the new version includes additional functionality to maintain secure information on vulnerable persons. The upgrade has been purchased and is currently in our test environment. Work is required to ensure processes and procedures are in place to utilise the new functionality once it goes live.
Replacement CSB's	
Web Geographical Information System(GIS)	Web based mapping currently being developed for rollout to a pilot group. The platform will provide self-service answers to some of the most common geographic queries dealt with by the Business Intelligence and Performance Team.
Bar Coding	The current asset management system is being replaced. The existing system uses bar codes on items to aid traceability and to track use and maintenance history. In conjunction with the asset management system replacement project, the replacement of equipment to continue to use bar codes or radio frequency identification (RFIDs) is being considered.
Pay Policy	Equal pay review including allowances. Update of Pay Policy.
Human Resources (HR) Policy Review	HR policy review schedule requires updating along with a review of several policies for example, PPDR, Personal Appearance and Probation.

Upgrade Rest Facilities	There is no current planned works for the improvement of rest facilities. Rest facilities are generally provided at wholtime stations and these are all in very good condition. Condition ratings are assessed annually at premises inspections and should the condition ratings indicate the need to improve facilities, a business case will be produced to generate a project.
B01 (Parkside) Dormitories	Parkside dormitories are currently split into two rooms for male and female fire fighters. The works comprise the conversion of existing open plan male and female dormitory rooms into individual unisex rest facilities. The alterations will provide much needed privacy without the need for the current separation.
Upgrade Welfare Facilities	Property has a rolling programme of planned works which includes the upgrade of all station welfare facilities. Whilst some have been completed recently, there are still some stations which require the upgrades. Generally the facilities are out of date; some are in poor condition and approaching a condition where they would not be fit for purpose. The upgrades also provide the opportunity to modernise existing layouts whilst creating 'access for all' facilities.
Pension Admin	
Comms Signal Box Replacement	
Exeter Data	This 'Over-65's' dataset provided by the Chief Fire Officers Association has been cross-matched to our corporate gazetteer, Home Fire Safety Check database and various external data sources to help the Service understand where our most at risk elderly people are located in the community.
BA Room Upgrade Rolling Plan	Property has a rolling programme of planned works which includes the upgrade of all station BA cleaning facilities. Whilst some have been completed recently, there are still some stations which require the upgrades. Generally the facilities are out of date; some are in poor condition and approaching a condition where they would not be fit for purpose. The upgrades also provide the opportunity to modernise existing layouts.
Environmental Improvement Plan	CFRS has in place an Environmental Management Strategy to implement and develop an Environmental Management System [EMS] based on the structure within BS EN ISO 14001:2004. Its aim is to provide a continual improvement process through its influence on the Service blueprint, directorate plans and business development programme. Property Maintenance Group supports the Health and Safety Group to implement and manage the ongoing development of an effective EMS, enabling the senior management vision to be realised. The EMS has been developed to ensure environmental issues and potential impacts are identified and managed within CFRS. The EMS will also identify areas within CFRS where continual improvement may occur.
Development of Service Intranet	
Review Flexible Working	Part of a review of family friendly policies.
CFRMIS Public Folder	This is a repository for all community safety activity that has not been aligned to the addressing data within the corporate gazetteer. Ensuring stringent processes around validation of data quality means that we can be

	confident in the cleanliness and accuracy of the data we are using to drive our decision making.
Service Transformation and Efficiency Programme (STEP) Bucket List	
HR Database	Review of the current systems to ensure effective interface with STEP.
iLearn	
Review ridership data	