Type 3 (High) Projects

Project	Issues	Successes	Project Performance		Project
P124 SharePoint and Microsoft 365 Migration Project Sponsor: Matthew Warren Project Manager: Dave Reeson Completion Date: Initial Migration June 2021 All Migration - TBD Closure of DMS - July 2022 Overall status: Amber	Manual work still required by users to migrate documents from Document Management System (DMS) to SharePoint. Current Citrix Office 2016 image causing issues with 365 for Xen users. Consideration to be given to using 365 image and removing all DMS integration.	A lot of documents migrated into bulk area – DMS read only. All supplier work now completed with all automatic bulk migrations completed. See-Unity app, used to view DMS documents remotely on mobiles and iPads retired. Server switched off. This project to close – End Project Report being drafted and project to be initiated for next phase (digital systems and internal communications) Brief being written by JF/TM/HD. End project and lessons learnt is being prepared ready for submission to Programme Board in January 2022.	**Board**		
			Team		
			Budget		
			Risk		
			Controls		
			Timescales		

Project	Issues	Successes	Project Performance	
P137 Review of Operations Project Sponsor: Simon Newton Project Manager: Simon Thompson Completion Date: Options Appraisal May 2022 Overall status: In planning		Project brief currently being re-scoped – will be presented to Programme Board 15 December 2021 for approval. Scope amended to include all levels of operational response. Initial data review taking place in December 2021. Initial data discussions ongoing. Kick off meeting mid-January 2022. Project will have significant interdependencies.	**Board**	
			Team	
			Budget	
			Risk	
			Controls	
			Timescales	
P108 Replacement ICCS and Mobilising Solution Project Sponsor: Matthew Warren PM: Jodie Houseago/Nicky Hoad Completion Date: Contract Award October 2019 Go Live Q1 2022 TBC Overall status: Amber Replacement of ICCS and Mobilising cont.	Still awaiting specifications and completion dates for outstanding work. Escalated within Systel. This is a pre-requisite for the completion of training and User Acceptance Testing. All training now on hold until configuration takes place around crewing within the system.	Majority of Site Acceptance Testing now completed. Due to complete on 13 December 2021. Good progress made on User Acceptance Testing scripts and ongoing weekly/fortnightly review in progress. Review of latest data upload completed. Awaiting rectification of issues with Systel.	**Board** (green)	
			Team (green)	
			Budget	
			Risk (green)	

	Project dates need to be reviewed and confirmed once specification dates available.

Outstanding issues on network between CFRS/SFRS. Liaison with external supplier to resolve but has caused some testing to be deferred. | Dispatch Communication Server site surveys and initial technical meetings completed. | **Controls** | |
| | | | **Timescales** | Timescales tight |
| **P089 ESMCP (Emergency Services Mobile Communications Programme)**
PM: John Barlow
Project Sponsor: Jon Anderson
CFRS migration to Emergency Services Network (ESN) 2026
Status: Amber | Revised schedule for transition not expected to be released until Quarter 2 2022.

Control Room Upgrades to Emergency Services Network (ESN) not anticipated to be completed until between June – December 2023; on this basis it is apparent that transition will not commence earlier than Quarter 1 2024.

Delays continue with coverage testing. | CFRS secure support from Home Office and Airwave to become first Systel customer to integrate Dispatch Communication Server (DCS) to maintain existing solution until transition to ESN. | **Board** | |
			Team	
			Budget	
			Risk	Potential high costs if services remain on existing supplier
			Controls	Absence of accurate details
			Timescales	Awaiting official revised timeline

P111 Day Crewed Shift System Project **Project Sponsor: Jon Anderson** **PM: Danny Kelly** **Completion date:** **Negotiations/Sign collective agreement July 2019** **Implementation – Start of end date for agreement** **Status: Amber**	There has still been no further progress from the FBU, the agreement sits at National Level. The local FBU have been proactive and helpful in pushing the issue. Area Commander Newton is due to write to the local FBU for agreement before end of year.		**Board**	
			Team	
			Budget	
			Risk	Agreement in CFRS, but delay regionally with FBU
			Controls	
			Timescales	Proposed Agreement was by June 2021
P126 Huntingdon Relocation **Project Sponsor: Matthew Warren** **Project Manager: Jodie Houseago** **Completion date:**		Build programme is currently one week ahead of schedule (as of 28 November 2021 which was the last on-site progress meeting).	**Board**	
			Team	
			Budget	~~£10.4m~~ £10.8m
			Risk	
			Controls	

Planning phase – August 2021 **Build completion - September 2022** **Move – December2022** **Status: Green**		The steel main frame is up, with work now started on the foundations for the training yard. Regular monthly onsite progress meetings scheduled along with fortnightly catch up calls. Requests for information/queries being worked through as received.	**Timescales**	Build completion now September 2022 but still on track to complete overall as originally planned project end date of December 2022.
P122 Training Centre Review **Project Sponsor: Wayne Swales** **Project Manager: Vicky Best** **Completion date: 1-year trial to commence 1 January 2022** **Project Closure: 31 January 2023** **Review of Trial - TBC** **Status: Green**	Negotiations have been completed and the new shift proposal has been rejected. Initial discussions have taken place regarding the non-mandatory course booking system being transferred from STEP to learning and organisational development. We will look to explore this further early in the new year.	2022 training plan has been completed and issued. Individuals are booking onto the courses via the new booking system and it is working well.	**Board**	
			Team	
			Budget	
			Risk	Remaining on the current shift system – weekends are not guaranteed
			Controls	
			Timescales	
			Board	

P133 Review the Ways of Working Project Sponsor: Matthew Warren Project Manager: Clare Hesselwood Phase 1 Completion – 31 March 2022 Survey Returns 17 January 2022 Evaluation period 31 January 2022 Briefing 31 March 2022 Status: Green	Initial feedback following circulation of Manager's Packs indicates current workloads very high across all groups for completion by 31 December 2021. Contingency built in for two extra weeks in the New Year.	Managers Pack's sent to Head of Groups 29 November 2021. Looking to evaluate the responses by end of January 2022 with a report going to the Board of the findings by end of Feb/Mar 2022. IRMP feedback form – looking to put feedback into themes. Continued support being offered to help Manager/Team Leader with staff survey completions.	Team	Held on Bi-weekly basis
			Budget	£1k approved for ongoing project spend
			Risk	
			Controls	
			Timescales	
P132 NFCC Fire Protection Grant Project Project Sponsor: Stuart Smith Project Manager: Sean Hedger Market Research: (extended) Business Case for each recommendation Completion: April 2022 Status: Green	Costs are currently unknown for CFRMIS to mobilising system integration. Waiting for database requirements from inter-dependant departments.	Timescales reviewed and adjusted for all work packages. Home Office content with proposal of spend/timescales iPad trial completed, iPad business case agreed by Board and currently being ordered. CFRMIS to Mobile Data Terminal and CFRMIS mapping solutions confirmed, agreed by Board and being prepared for implementation.	Board	
			Team	
			Budget	£114,618 grant
			Risk	
			Controls	

		Level 3, Level 4 and Level 5 training courses identified and booked. CFRMIS to mobilising system options progressing Data cleansing exercise ongoing with Combined Fire Control.	**Timescales**	Q3 returns to PPRU January 2022

Type 2 Projects

Project	Issues	Successes	Project Performance	
P093 Co-Responding Project Sponsor: Simon Newton Project Manager: Nev Burgess Overall status: Go Live: TBC Project closure / Handover to BAU: TBC **Co-Responding cont.**		Assigned a Regional Lead resulted in more engagement from EEAST and mutual understanding of issues Relaunch - Currently visiting the six potential co-responding stations alongside EEAST and Crew Commander Dan Thacker. These visits are designed to deliver information on co-responding through an open two-way forum. Visits are scheduled to be completed by the end of December 2021 (two visits remaining) at which point we will request people to indicate if they wish to volunteer. We will then send recruitment links and arrange training dates with EEAST.	**Board**	
			Team	
			Budget	
			Risk	Will be dependent on sufficient volunteers
			Control	

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8

		The framework to support co-responding within CFRS remains in place and we will look to reconvene project team meetings when appropriate. Will look to align to regional model for governance/training etc. which is far more streamlined. Being launched in Bedfordshire and will be a good platform for learning.	**Timescales**	Re-visiting stations, before re-planning and producing a Deviation Report
P131 GIS **Project Sponsor: Tamsin Mirfin** **PM: Nicola Smith** **Completion Date: 31 January 2022** **Status: Green**		Patch successfully installed. Additional detail around roaming pump locations now being added to the model so that it can be re-run. Discussing validation criteria with the supplier, as COAG has requested this initial model be externally validated. Data input complete and hoping to re-run by the 10 December 2021 which will enable supplier to start validation prior to Christmas.	**Board** **Budget** **Team** **Risk** **Controls** **Timescales**	

Type 1 Project

P073 Asset Management Software Project Sponsor: Matthew Warren PM: Ryan Forman (Type 1) Stage 2 Fleet and Equipment Implementation: December 2017 ESR March 2018 Stage 3 and 4 ICT/Miquest software Data ESR December 2019 Complete Stage 5 ICT/Health and Safety December 2019 Complete Property September Overall Status: Project closed. Property element continuing.	**Type 1 project update** A strategic decision not to upgrade to the new product has been made; Property will therefore continue to use Supportworks and research alternative solutions.	Planned property tasks have been added to Miquest and engineers have had training. This gave an opportunity to review and update these activities to improve efficiency. This went live 31 August 2021 and feedback on any issues is being sent to Miquest Administrator. Type 1 project to be closed down. **End Project Report on Agenda**.	Board	
			Team	
			Budget	
			Risk	
			Controls	

Glossary

Cambridgeshire Fire & Rescue Service (CFRS)
Chief Officers Advisory Group (COAG)
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)
Emergency Services Network (ESN)
Fire Protection (FP)
Fire & Rescue Service (FRS)
Incident Command Unit (ICU)
Integrated Risk Management Plan (IRMP)
Mobile Data Terminals (MDT)
National Fire Chiefs Council (NFCC)
Project Manager (PM)
To be determined/confirmed (TBD/TBC)
Whole-time (W/T)

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11