

## Agenda Item 5

**TO:** Overview and Scrutiny Committee

**FROM:** Deputy Chief Executive Officer - Matthew Warren

**PRESENTING OFFICER(S):** Deputy Chief Executive Officer - Matthew Warren

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### FIRE AUTHORITY PROGRAMME MANAGEMENT – MONITORING REPORT

#### 1. Purpose

- 1.1 The purpose of this report is to provide the Overview and Scrutiny Committee with an update against the projects for 2022/23.

#### 2. Recommendation

- 2.1 The Committee is asked to note the Programme Status Report, as of September 2022, attached at Appendix 1.

#### 3. Risk Assessment

- 3.1 **Political/Economic/Legal** – successful achievement of agreed corporate priorities is at risk if the Authority does not have a robust and structured programme and project management governance framework to support the effective prioritising of investment decisions and the allocation, management and control of resources required to achieve them.

#### 4. Background

- 4.1 To support the Service in its strategic planning process, the IRMP action plan for the financial year 2022/23 has been drafted to mitigate the risks posed to the Service achieving its vision and the opportunities that could be pursued to ensure the vision is realised.
- 4.2 The planning process for this considers the Service's key stakeholders who have been identified as;
- Citizens of Cambridgeshire and Peterborough,
  - All employees,
  - Senior leadership team,
  - Fire Authority,
  - Regional fire and rescue services,
  - Partners,

- Home Office and other government stakeholders.
- 4.3 Each year the action plan for the forthcoming financial year is reviewed to take account of changing risks and opportunities posed to the Service and considers external factors.
- 4.4 Having identified the desired outcomes, potential projects and activities required to achieve these are evaluated and prioritised, taking into account any projects from the current financial year that will need to continue into the next to be completed.
- 4.5 The evaluation criteria focus on the following areas;
- Benefits realisation – outlining the key benefit areas and how they can be achieved,
  - Technical complexity – focusing on the complexity of the technical solution,
  - Financial implications – including the estimated time and costs for project implementation and post project operational support,
  - Business impact – covering the impact on key stakeholders and the organisation,
  - Risks – the extent of risk exposure facing the organisation,
  - Opportunities – potential opportunities for business development.
- 4.6 This identifies the Type 3 and Type 2 projects that will be given priority in the Business Development Programme for the coming financial year. This will be kept under review and consideration will be given by the Programme Board to suspending existing projects and bringing forward the start of other projects, dependent on the prevailing business and strategic priorities. The primary focus of the Programme Board is to ensure resources across the Service are balanced appropriately.

**5. Progress Report on Corporate Projects 2022/23**

- 5.1 The status of projects linked to delivery of corporate priorities is shown at Appendix 1.

**BIBLIOGRAPHY**

Source Document	Location	Contact Officer
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Programme Status Report	Fire Service HQ Hinchingsbrooke Cottage Huntingdon	Matthew Warren 01480 444619 <a href="mailto:matthew.warren@cambsfire.gov.uk">matthew.warren@cambsfire.gov.uk</a>
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