East Sussex Fire & Rescue Service

Corporate Projects

Progress Report 2014/15

Quarter 2

ACTIVITY PLANS

GREEN — At least 90% of activity target achieved

AMBER — Between 70% and 90% of activity target achieved

RED — Less than 70% of activity target achieved

No target set

* Dates have been revised from the Original dates

Financial Services

Financial & Procurement Services

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.4.70 Corporate Project (00317) P-Cards	Claire George - Procurement, Contracts & Insurance Manager	In Progress	19-Sep-2014	31-Mar-2015	5.00%	2.00%	GREEN

ACTIVITY PROGRESS COMMENTS:

Accepted & incorporated into the Procurement Improvement Programme. Under the corresponding & agreed Action Plan, this action is due for commencement 03/11/14 and therefore work is yet to begin. However, an initial pre-planning meeting took place in September 2014. The PID and RAID Log were initiated and it was decided to set up a Project Board.

Last Updated: 09-Oct-2014

People & Organisational Development

Human Resources

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.2.8 Corporate Project (286) - FireWatch Phase 1 (RDS Availability/ Alerting)	Vicky Chart - Head of Human Resources	In Progress	01-Apr-2014	31-Mar-2015	20.00%	50.00%	RED
ACTIVITY PROGRESS COMMENTS: On hold due to IMD resources and upgrading of Windows Last Updated: 01-Oct-2014							

Special Projects

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.3.2 Corporate Project (289) - Mobile Data MDTs	Stephen Allen - Incident Information Project Manager	In Progress	01-Apr-2011	15-Oct-2014	80.00%	95.00%	AMBER
ACTIVITY PROGRESS COMMENTS: Software is being rolled out, training on new system underway, new rollout date tied to SCC but software rollout is due to be completed in Oct 14. Awaiting SCC go live date. Last Updated: 08-Oct-2014							

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.3.1 Corporate Project - Sussex Control Centre	Ian Alexander - Head of Special Projects	In Progress	01-Apr-2011	15-Oct-2014	80.00%	95.00%	AMBER
ACTIVITY PROGRESS COMMENTS: There are 7 workstreams which form this programme of activity. Each workstream is assessed as being complete as follows: Accommodation 100%, HR 100%, Ways of working (operations) 80%, Ways of working (control) 55%, Technical 35%, Training 20%, Transition 75%. Go live for the 21/5/2014 was achieved using the existing legacy mobilising systems which was an added workstream for the SCC Project. Sept 14 - % increase for the following: WoW Control 85%; Technical 60%; Transition 85% Last Updated: 06-Oct-2014							

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.3.3 Corporate Project (331) - GIS Replacement A - SCC GIS	Stephen Allen - Incident Information Project Manager	In Progress	31-Jul-2014	28-Feb-2015	10.00%	30.00%	🔴 RED

ACTIVITY PROGRESS COMMENTS:

With procurement, prioritisation of SCC work has meant this work package is on hold until procurement agree costing etc.

Last Updated: 08-Oct-2014

Prevention & Protection

Business Safety

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.4.8 Corporate Project (309) - Community Risk Management Database	Richard Fowler - Head of Business Safety	In Progress	01-Apr-2014	31-Mar-2016	20.00%	10.00%	GREEN
ACTIVITY PROGRESS COMMENTS: Oct 2014 - The second Board meeting has now taken place. The draft plan has been revised, along with other contract matters, such as a budget report, procurement details (from Claire George), a data protection briefing from Daryll Luxford and a draft Raid log from Helen George. Several workshops have taken place with staff. Last Updated: 03-Oct-2014							

Response & Resilience

Operational Planning & Policy

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.3.1 Corporate Project (307) - Joint Emergency Services Interoperability Training Principles (JESIP) - Phase 1 - Officers, Phase 2 - Control Room Supervisors, Phase 3 - Junior Officers	George O'Reilly - JESIP Delivery Lead	In Progress	02-Dec-2013	31-Mar-2015	70.00%	65.00%	🟢🟠🔴 GREEN

ACTIVITY PROGRESS COMMENTS:

PHASE 1 - All Officers have now been trained as planned.

Over 80% of operational staff have been given a face to face general overview of JESIP during the IOR training.

All operational staff are now completing the on-line e-learning package.

PHASE 2 - Control room supervisors training has commenced with the first of four planned courses completed on the 23/09/14. The remaining 3 courses have been postponed until the New Year due to the ongoing resource issues at the SCC. It is now planned to complete this training by April 2015. All partner agencies have been informed.

PHASE 3 -All JO's have started to receive face-to-face JESIP input in their workplace. Training dates are continuing to be booked with over 60% of workplaces already with a date for training agreed. The completion date for this part of the JESIP delivery will be extended until April 2015 due to current resource issues in the OIT.

Last Updated: 09-Oct-2014

Performance Management

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.4.47 Corporate Project (311) - Business Intelligence System (Scoping, procurement and implementation)	Liz Ridley - Head of Performance Management	In Progress	01-Apr-2014	30-Sep-2015	10.00%	10.00%	🟢🟠🔴 GREEN

ACTIVITY PROGRESS COMMENTS:

Soft market testing completed. Specification in draft form due to be completed October. There was a slight delay in progress but a decision has now been made with IMD that the system will be hosted externally and this will be factored into the tender process. A PQQ (Pre Qualification Questionnaire) will be sent out, followed by invitation to tender.

Last Updated: 09-Oct-2014

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.4.52 Corporate Project - Service Transformation	Liz Ridley - Head of Performance Management	In Progress	01-Apr-2014	30-Apr-2017	10.00%	10.00%	⬤◯◯ GREEN

ACTIVITY PROGRESS COMMENTS:

Programme Initiation document and Review template completed and approved at CMT in September. Secondees due to start 1st October and Continuous Improvement Manager starts in November on a fixed term contract for 2 years. Two kick off meetings will be held in October and then the first review will commence.

Last Updated: 29-Sep-2014

Service Support

Engineering Services

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.3.3 Corporate Project (323) Replacement Respiratory Protective Equipment and Radios	Bill Brewster - Head of Engineering Services	In Progress	01-Jul-2014	30-Apr-2016	10.00%	2.00%	●●● GREEN
ACTIVITY PROGRESS COMMENTS: Initial background work underway. Meetings with immediate stakeholders programmed, first is the development of the PID. Main requirement at this stage is from the Senior User ie a Working Group has been established to determine the needs of telemetry within the Service. Strategic Level Statement of Requirements has been supplied. Last Updated: 09-Oct-2014							

Estate Management

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.2.1 Corporate Project - Newhaven, new fire station	Julian Salmon - Estates Manager	In Progress	01-Apr-2012	31-Oct-2015	25.00%	25.00%	●●● GREEN
ACTIVITY PROGRESS COMMENTS: Planning consent was received in July 2014. Pre-construction activities now coming to an end. Final Design Sign-off took place on 27th July 2014. Now awaiting pricing and Contractor Proposals due on 14th October 2014. Remains on programme. The build process will constitute 75% of the project effort. Last Updated: 09-Oct-2014							

Information Management

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.3.1 Corporate Project (329) - GIS Replacement B - Local GIS	Steve Sims - Development Services Manager	In Progress	01-Apr-2014	31-Dec-2014	25.00%	30.00%	GREEN

ACTIVITY PROGRESS COMMENTS:
Formal Project is now in place. Project work complete is 25% against elapsed project timeline of 31%. Some slippage due to responses awaited from mapping systems users. This need not affect the underlying project progress. Demonstration by supplier arranged for 20/10/2014.

Last Updated: 09-Oct-2014

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.4.23 Project 00315 - Hydrant Management Software (data migration)	Steve Sims - Development Services Manager	In Progress	01-Apr-2014	31-Mar-2015	20.00%	20.00%	GREEN

ACTIVITY PROGRESS COMMENTS:
Decision to be made on purchasing strategy based on future upgrade path. Airbus User Group meeting in October will inform the decision process. End date of project expected to be amended based on Supplier projections.

Last Updated: 02-Oct-2014

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.4.5 Corporate Project (205) - Data Warehouse (Delivery of key data from Data Warehouse to SCC)	Einar Arnarson - Network Manager	In Progress	25-Jun-2012	30-Nov-2014	70.00%	85.00%	AMBER

ACTIVITY PROGRESS COMMENTS:
The team is now in the progress of analysing the requirements from 3TC with a view to getting data from the Remsdaq system and inserting it to the retained pay and e- IRS systems.

Last Updated: 09-Oct-2014

ACTIVITY	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.4.12 Corporate Project (313) - Information Management Transformation	Brenda Guile - Head of Information Management	In Progress	01-Apr-2014	31-Dec-2015	5.00%	15.00%	RED

ACTIVITY PROGRESS COMMENTS:

The Transformation Program Manager's Job Description/ Job Specification and JAQ was completed this month. Evaluation of the proposal has taken place and is now with the Treasurer and ACFO.

New Head of IMD has recently taken up post and will be reporting on this project in the future.

Last Updated: 09-Oct-2014