

**ESSEX POLICE, FIRE AND CRIME COMMISSIONER FIRE & RESCUE AUTHORITY**

Essex County Fire & Rescue Service

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| Meeting | Change Board | Agenda Item | 4.1 |
| Meeting Date | 22nd May 2019 | Report Number |  |
| Report Author: | Ben Pilkington, Assistant Director (Programme 2020) |
| Presented By | Ben Pilkington, Assistant Director (Programme 2020) |
| Subject | **Change Portfolio – Progress Report – May 2019** |
| Type of Report: | Information  |

# Recommendations

1. Members of the Board are asked to:
	1. Note the progress reported.
	2. Notify the Board of any areas where the reported progress does not reflect their own understanding.

# BACKGROUND

1. The reporting format aligns with the requirements of the OPFCC. Appendix 1 is a spreadsheet in which each change item has a single page tab, which provides the update. An index table shows the statuses recorded against each.
2. The 6 enabling priorities are included first tabs and highlighted blue.
3. The colour coding is as follows:



1. Points of note:
	1. One of the six enabling priorities - Phase 1 Intranet - is complete.
	2. Closure reports for 3 projects are due to be considered at the Change Board this month
		1. Tablets for Appliances
		2. Mobile Data Terminals
		3. Multimedia Equipment replacement

#  Benefits and Risk Implications

1. Risks and issues are managed at project and programme level, where necessary issues will be escalated to the Change Board through exception reports.
2. The highlight reports presented here give a status against risk, which aligns to the presence or absence of risk management activity.
3. Benefits of each activity are recorded in the individual highlight reports.

# Financial Implications

1. Finance reporting is included in the status and highlight reports, updated by each project manager. A tracking system has been developed in conjunction with finance but reports are not yet available..

# Equality and Diversity Implications

1. None arising from the contents of this report.

# Workforce Engagement

None directly from this report.

# Legal ImplicationS

1. None from the contents of this report.