



Meeting	Performance & Resources Board	Agenda No	12
Date of Meeting	01 June 2023		
Report Authors:	Peter Morath, Portfolio & Programme Manager		
Presented By	Karl Edwards, Director of Corporate Services		
Subject	Digital & Data Programme Update		
Type of Report:	Information		
Action Point No.	N/A	For Publication	Yes

RECOMMENDATIONS

It is recommended that the programme continues, as defined, and approved by the original business case, reference: 009-21.

EXECUTIVE SUMMARY

Over the last six months, following the publication of the previous P&R update, the Digital & Data Programme continued to deliver across several core projects.

Re-baselining of the programme took place in December, with an updated programme timeframe approved by the Digital & Data Programme Board and the Portfolio Management Board.

The monthly Programme Board continues as an effective governing body. The Board members represent the main Service business areas and provide governance and oversight for the programme. The Programme feeds into the Service's Portfolio Management Board as the overarching sponsoring group.

The Head of Portfolio, Governance and Assurance undertakes the programme assurance role and works closely with the programme team to provide assurance for the Programme SRO.

The programme continues to progress appropriately. Project assurance reviews are planned.

The Digital & Data Programme now consist of the following projects:

- Control Systems (Delivery)
- Networks (Delivery)
- Frontline Technology (Delivery)
- Intranet (Delivery)
- Finance System (Initiation)
- HR & Payroll System (Initiation)

The Workforce Management Project has moved into the PP&R Programme, and the Applicant Tracking System Project has moved into the People Programme.

Voice, Data Insights. Service Website, H&S System Replacement, and Infrastructure & Security have all successfully closed.

Data Quality and the Devices Projects are both awaiting approval to close and move across to BAU. This is anticipated to happen before the end of May.

The Expenses Project requirements have been incorporated into the Finance Systems Project.

A consistent governance approach is being applied across the projects and project plans are being development as each project progresses.

Regular highlight reports are issued to the SRO, the Programme Board, and Programme Assurance, outlining key updates.

BACKGROUND

Control Systems Project

- User Training commenced on the 17th of April and with five out of the nine weeks of training for the ICCS and CAD completed, all of which has been very well received.
- Most of the Systems Integration Testing (SIT) and User Acceptance Testing (UAT) has been completed, the notable exceptions being Station End Equipment, MDTs, IRS, and BI Reporting, which are still in progress.
- Airwave Code of Connection (Annex A) submitted to the Home Office on the 9th of May.
- Change Request for the increased timescales and costs approved by the Control Systems Project Board and PMB on the 25th of April, with a new go-live of the 30th of June.

Network Project

- The project continues to deliver according to the rollout schedule, with Kelvedon Park users recently migrated onto the new SD-WAN.
- The Starlink satellite connection has been successfully trialled at Wethersfield Training Centre to mitigate the connection challenges for that location.
- Canvey & Waltham Abbey stations remain outstanding, both of which require civil engineering works. These are being progressed.
- Project closure activities are due to commence in June.

Frontline Technology

- The Project Initiation Document has been developed based on ideas and suggestions put forward by our Ops Champions and is under review.
- The project is looking to implement a live video feed capability, which will be complemented by the drones that Operations have purchased.
- Requirements have been gathered and will feed into the procurement process.
- Other ideas continue to be reviewed.

Intranet

- All supplier-led knowledge transfer activities are complete.
- Support clinics and 121s with the DSO have provided face-to-face coaching/Q&A resulting in high quality content builds by site admins.
- The go-live date for the new Intranet is now w/c 17th July, with a revised project end date of 29th September.

Finance System

- The Project Initiation Document has been approved.
- Collaborative options were considered by the project team and key stakeholders., however due to timescales, the decision was taken to procure a stand-alone solution.
- The contract with the preferred supplier, Unit4, is awaiting PFCC approval.
- This project is running as a stand-alone project within the Digital & Data sub-portfolio and has its own Project Board.

HR & Payroll System

- The Project Brief has been approved.
- Collaborative options are being investigated by the project team and senior stakeholders.
- Process mapping and detailed requirements are being developed ahead of a formal tender process.
- This project is running as a stand-alone project within the Digital & Data sub-portfolio and has its own Project Board.

OPTIONS AND ANALYSIS

There are no options to present for this reporting period.

RISKS AND MITIGATIONS

The Digital & Data Programme reviews risks monthly. These are being effectively managed by the programme tea.

Each project within the Digital & Data Programme will manage and maintain a risk and issue log as defined by the governance process.

LINKS TO FIRE & RESCUE PLAN

The Digital & Data Programme continue to deliver in alignment with the Annual Plan. Programme scheduling is flexible enough to allow adjustments based on changes to the current, or future, Annual Plan.

FINANCIAL IMPLICATIONS

There are no changes to the financial implications, they are as defined in the original business case.

LEGAL IMPLICATIONS

There are no changes to the legal implications, they are as defined in the original business case.

STAFFING IMPLICATIONS

Staffing implications are addressed by each project within the Digital & Data Programme.

EQUALITY AND DIVERSITY IMPLICATIONS

Equality and diversity implications are addressed by each project within the Digital & Data Programme.

The actions being taken will not have a disproportionate impact on individuals with protected characteristics (as defined within the Equality Act 2010), when compared to all other individuals and will not disadvantage people with protected characteristics.

Race	N	Religion or belief	N
Sex	N	Gender reassignment	N
Age	N	Pregnancy & maternity	N
Disability	N	Marriage and Civil Partnership	N
Sexual orientation	N		

The Core Code of Ethics Fire Standard has been fully considered and incorporated into the proposals outlined in this paper.

HEALTH AND SAFETY IMPLICATIONS

Health and safety implications are addressed by each project within the Digital & Data Programme.

CONSULTATION AND ENGAGEMENT

Rep bodies have been engaged and have been provided with background information for both the Digital & Data Programme. They have also been asked how they would like to be involved and receive relevant updates.

Each project, where appropriate, is engaging with rep bodies on an individual basis.

FUTURE PLANS

Following the re-baselining of the programme, no further changes are planned at this time.

LIST OF BACKGROUND PAPERS AND APPENDICES

None