





**Performance and Overview Committee – Programme Health Report**

*All data supplied in the report has been populated directly from the Cheshire Planning System.*



<b>Reporting Period</b>	<b>FROM</b>	<b>1<sup>st</sup> April 2023</b>	<b>TO</b>	<b>30<sup>th</sup> June 2023</b>
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**Governance and Commissioning**

<b>1558</b>	<b>REPLACEMENT OF CREWE FIRE STATION</b>			
<b>PROGRAMME SPONSOR</b>		<b>Chief Fire Officer</b>	<b>PROGRAMME MANAGER</b>	<b>Head of Service Improvement</b>
<b>Previous status</b>	<b>Current status</b>	<b><u>Explanation</u> (where status is red or amber)</b>		
				
<b>Programme Update</b>				
Phase 2 of the project is currently well underway, with the building structure in place. Operational Staff are due to relocate to the new station on the 1st November, with fire staff re-locating from the 2nd January. All staff have been requested to attend the site with the station manager to complete familiarisation, discuss furniture requirements and the transition plan.				
Regular meetings and communication continues to occur with supporting departments, to inform of programme target dates and requirements.				

<b>1557</b>	<b>STATION MODERNISATION PROGRAMME</b>			
<b>PROGRAMME SPONSOR</b>		<b>Head of Service Improvement</b>	<b>PROGRAMME MANAGER</b>	<b>Project Manager – Service improvement</b>
<b>Previous status</b>	<b>Current status</b>	<b><u>Explanation</u> (where status is red or amber)</b>		
		Status is red as new milestones are still to be agreed. Revised plan and milestones to be developed once the new project manager is in place.		
<b>Programme Update</b>				
Plans and budget for Congleton have been agreed. Contracts have been signed during July 2023 and Wates commence on site on the 31st July 2023. Work will complete in Congleton in Q4 2023.				
Quotes for proposed work at Wilmslow and Macclesfield will be received on the 30 <sup>th</sup> August. Following a period of review, firm decisions as to whether to proceed will be made in early September 2023.				






1606		WILMSLOW TRANSITION TO DC1		
PROJECT SPONSOR		Assistant Chief Fire Officer	PROJECT MANAGER	Head of Service Delivery
Previous status	Current status	<u>Explanation</u> (where status is red or amber)		
				
<b>Project Update</b>				
The closedown report is currently in production. Two Workshops have been held and input into the final report is still required from HR and Estates team members. The closedown report will be submitted to the Performance and Programme board to be held in November.				

1591		MICROSOFT 365 IMPLEMENTATION		
PROJECT SPONSOR		Head of Service Improvement	PROJECT MANAGER	Project Business Manager- Systems and Business Improvement
Previous status	Current status	<u>Explanation</u> (where status is red or amber)		
		Status is amber due to requirement to secure budget for the implementation of the Azure Virtual Desktops. As a result no firm timetable for delivery can be established at this point.		
<b>Project Update</b>				
Phase 5 - the migration of users mailboxes to the M365 servers and the upgrade of the Service's phones to Intune is now completed.				
Phase 6 - the implementation of the Azure Virtual Desktop (AVD) solution is currently on hold pending the agreement of a budget to cover the ongoing monthly cost of the Service - approx. £930p/m. Once agreed, the solution can be put in place relatively quickly.				
Phase 7 - the decommissioning of Skype and H Drive can only commence once staff are using the AVD solution.				
Meetings will be taking place throughout August to begin to discuss the move of M365 out of project and into a Business As Usual (BAU) environment.				





**Service Improvement**



1616		FIRE COVER REVIEW	
PROJECT SPONSOR		Head of Service Improvement	PROJECT MANAGER
		Group Manager – Organisational Performance and Planning	
Previous status	Current status	<u>Explanation</u> (where status is red or amber)	
			
<b>Project Update</b>			
<p>Scopes 1-3 of the Fire Cover Review are now nearing completion which includes development of proposals for our response standard, fire engine requirement and crewing models. Detailed analysis using our demand modelling software has been completed, leading to a set of clear proposals which are due to be presented to CFA members at Planning Day on 11th August. The resulting proposals will be consulted on as part of the CRMP 2024-2028, therefore the consultation and governance arrangements will all be managed through that separate project (1626).</p>			



1626		CRMP 2024-28 PLANNING	
PROJECT SPONSOR		Head of Service Improvement	PROJECT MANAGER
		Group Manager – Organisational Performance and Planning	
Previous status	Current status	<u>Explanation</u> (where status is red or amber)	
N/A			
<b>Project Update</b>			
<p>Development of the Service's 2024-2028 CRMP is continuing well with the risk analysis and horizon scanning process now completed. During Quarter 1, all inputs within the CRM model have been compiled and risk assessed for implications to CFRS. A risk report and executive summaries have been produced and distributed to Heads of Department to begin formulating their plans for inclusion within the next plan. This risk analysis process has been further aligned to the latest NFCC guidance.</p> <p>The pre-consultation phase has fully commenced and a public and internal survey has been completed providing feedback on a range of areas to shape service provision. A number of engagement events have been held with staff groups, including the Staff Engagement Forum to gain further qualitative feedback.</p> <p>A context setting session was delivered to authority members on 7th July, outlining the PESTELO analysis and the various challenges which we will be looking to resolve in the draft CRMP.</p>			



**Operational Policy Assurance**

1553		<b>OPERATIONAL TRAINING GROUP REVIEW</b>		
<b>PROJECT SPONSOR</b>		Deputy Chief Fire Officer	<b>PROJECT MANAGER</b>	Head of Operational Policy and Assurance
<b>Previous status</b>	<b>Current status</b>	<b>Explanation</b> (where status is red or amber)		
		Previous status from May 2023: New Project Manager to review the project activity and look to reassign critical milestones based on the projected plan.		
<b>Project Update</b>				
A review of the progress has been made against the original objectives and some further work is required in the collation of data. A handover meeting has been undertaken between project managers. A subsequent discussion has been held with the ACFO to discuss next steps.				

1613		<b>SERVICE IMPROVEMENT REVIEW – INTERNATIONAL SEARCH AND RESCUE TEAM (ISAR)</b>		
<b>PROJECT SPONSOR</b>		Head of Service Improvement	<b>PROJECT MANAGER</b>	Service Delivery Manager
<b>Previous status</b>	<b>Current status</b>	<b>Explanation</b> (where status is red or amber)		
		Status is amber due to the project being on hold and the future of the project is yet to be established.		
<b>Project Update</b>				
Project has been on hold since April 2023.				

1614		<b>WELFARE / CONTAMINANTS UNIT PROJECT</b>		
<b>PROJECT SPONSOR</b>		Head of Operational Policy & Assurance	<b>PROJECT MANAGER</b>	Station Manager – Operational Support & Risk
<b>Previous status</b>	<b>Current status</b>	<b>Explanation</b> (where status is red or amber)		
		Status is red due to issue identified with stability of unit whilst being towed by a land rover. Issue is expected to be rectified in the coming weeks which will shift the status of the project from red.		





**Project Update**

As per previous updates, CFRS have now taken delivery of the 16-person unit from Welfare 4 hire on an initial 12-month trial. Penketh On-call staff have also received driver/towing training.



An issue with the welfare unit stability has been identified and therefore will not be available until a suitable and safe solution is found. The cause of the issue is still under investigation as both the tow vehicle and trailer meet current design and manufacturing specifications. Whilst the stabilisation issues are being investigated the unit is being equipped with additional equipment such as a gazebo, electrolyte drink powder, tea/coffee etc.


Once a solution has been identified the unit will be made available for operational use and a new 'call sign' will be assigned. A Service Instruction/Procedure document is being written and will be issued when the unit is operational and personnel will receive information on the unit capabilities and attendance requirements.

1615		INTERMEDIATE COMMAND SUPPORT VEHICLE		
PROJECT SPONSOR		Head of Service Delivery	PROJECT MANAGER	Station Manager – Operational Support & Risk
Previous status	Current status	Explanation (where status is red or amber)		
		Status is red due to the project being paused and the potential for a new project to be established as part of the forthcoming CRMP programme		
Project Update				
The options paper was delivered to ACFO Griffiths and AM O'Dwyer. It was decided that this project will now go into the CRMP plan and a new budget bid and PID will need to be completed following final approval. This project is on temporary hold whilst SLT decisions are made. The working group has also been paused for now.				





**Protection**



1549		HIGH RISE SPRINKLER CAMPAIGN 2018			
PROJECT SPONSOR		Deputy Chief Fire Officer	PROJECT MANAGER		Group Manager - Protection
Previous status	Current status	<u>Explanation</u> (where status is red or amber)			
					
<b>Project Update</b>					
<p>The sprinkler project continues with the installation of Kingsway House, Warrington due for completion in the winter of 2023. The contract between Torus housing and CFRS is being drawn up and agreed for both parties. Sanctuary Housing have still not confirmed their intention with the monies put aside by CFRS for assistance with the retrofitting of the nine blocks in Chester. This is being investigated by the office manager for the CEWAC area. Positive talks have been held with Peaks and Plains and a letter sent to them regarding the benefit of a sprinkler system in the two high rise blocks in Macclesfield. This continues to be discussed at every opportunity with the housing association.</p>					

1621		REDUCTION IN FALSE ALARMS IN DOMESTIC PREMISES			
PROJECT SPONSOR		Head of Prevention and Protection	PROJECT MANAGER		Group Manager - Protection
Previous status	Current status	<u>Explanation</u> (where status is red or amber)			
N/A					
<b>Project Update</b>					
<p>PID was approved in May 2023, no Quarterly update has been received for Quarter 1.</p>					





**Prevention**

1568		ROAD SAFETY STRATEGY PLAN CHESHIRE		
PROJECT SPONSOR		Head of Prevention and Protection	PROJECT MANAGER	Station Manager - Deliberate Fire Reduction and Road Safety
Previous status	Current status	Explanation (where status is red or amber)		
		Status is red due to no current plan for the remainder of the project, no critical milestones or risks identified.		
<b>Project Update</b>				
<p>Cheshire Road Safety Group (CRSG) have reviewed both tenders from Road Safety Systems and Agilysis in regards to the development and creation of the CRSG Strategic Road Safety Plan. The Local Authority Procurement department has conducted a scoring exercise and the CRSG board have agreed that Agilysis will be instructed to deliver the development and creation of the strategy.</p> <p>The CRSG board are creating a sub working group to work with Agilysis and CFRS will have representation on this. This group will look at who will lead the project development internally, and work alongside Agilysis.</p> <p>Work continues to establish/identify future funding streams for the CRSG strategic road safety co-ordinator role which would support any strategy roll out.</p>				

1611		WATER SAFETY AWARENESS		
PROJECT SPONSOR		Head of Prevention & Protection	PROJECT MANAGER	Group Manager - Prevention
Previous status	Current status	Explanation (where status is red or amber)		
				
<b>Project Update</b>				
<p>A dedicated Water Safety Education theme has been added to the Service Delivery Community Action Plans. This puts a requirement on all WT/DC/Nucleus watches to deliver at least two in-person water safety initiatives. The Cheshire Water Safety partnership has been updated and all strategic partners will be provided with local leads, to share resources and expertise.</p> <p>In June, a NFCC peer review exercise took place to review each services Fire Standards Board implementation tools, which includes water safety approaches. Summer initiatives were planned at the last multi-agency Water Safety Group meeting.</p>				





1619		PREVENTION DEPARTMENTAL REVIEW		
PROJECT SPONSOR		Assistant Chief Fire Officer	PROJECT MANAGER	Head of Prevention and Protection
Previous status	Current status	<u>Explanation</u> (where status is red or amber)		
				
<b>Project Update</b>				
All actions are currently being delivered on schedule. A number of staff engagement meetings have been completed and ongoing workstream meetings are being undertaken with relevant Prevention Dept. functions. Q2 will see the new structure of the department being drafted to present to SL and the FA in Q3.				





**People and Development**

1612		PDRPRO APPRAISAL AUTOMATION		
PROJECT SPONSOR		Director of Transformation	PROJECT MANAGER	Project Business Manager- Systems and Business Improvement
Previous status	Current status	<u>Explanation</u> (where status is red or amber)		
				
<b>Project Update</b>				
The appraisal system went live in April 2023. The project has now successfully completed, and the closedown report will be produced in July. This report will go to P&P in November.				



## Post Implementation Review TRACKER

Project Name / Number	Project Manager	Closedown Date	PIR due
Fire Protection in HMOs - 1589	Lee McGarity	Approved 09/05/22	Nov 23
Review of CFRS Flood / Water Response - 1582	Matt Barlow	Approved 09/05/22	Nov 23
Protection Review - 1554	Steve McCormick	Approved 07/11/22	Nov 23
Water Carrier -1586	Marcus Beechey	Approved 09/05/23	TBC
Wildfire - 1588	Tony Hughes	Approved 09/05/23	TBC