Performance and Programme Board – Programme Health Report

All data supplied in the report has been populated directly from the Cheshire Planning System on **15**th **January 2019**, any changes after this date will not be reflected.

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Reporting Period	FROM	1 st October 2018	TO	31 st December 2018

PROJECT PROGRESS SUMMARIES, RAG STATUS AND IMPACT MITIGATION

1226 BLU	BLUE LIGHT COLLABORATION PROGRAMME				
PROGRAMME MANAGER Head of Strategic Change					
Previous status	Current status	(w	Mitigating steps here status is red or amber)		
A	A	being worked through. The under	(where status is red or amber) CFRS has decided that it is unable to go-live with MFSS at this time and the implications are being worked through. The underlease, end state collaborating agreement, charging model and some of the estates work is still outstanding.		

Programme Update

The underlease for the office accommodation at Clemonds Hey has been agreed. Unfortunately, it is still not signed and it is not clear why there is a continuing delay. The MFSS collaboration agreement and deed of adherence are not available. An outline of the BLC end state collaboration agreement has been shared. There remain some areas that require further development. Work on the charging model is being revisited. The outline will be further developed in the next few months, with a view to completing the document this calendar year.

CFRS has decided that it is unable to go-live with MFSS at this time. There are various reasons, not least concerns about costs and uncertainties over governance. This has left CFRS in a difficult position and the implications are being worked through. This will have an impact on the transitional work being carried out in the joint teams.

The Estates work is progressing as follows:

- An alternative approach to car parking at Clemonds Hey has been identified, which is intended to create a similar number of car parking spaces to those planned oringally. It is not clear when this will be delivered.
- The construction completion date for the print department works at Clemonds Hey has been re-forecast. It is likely that the print department will not be able to return to Clemonds Hey until March 2019.
- The external signage at Clemonds Hey is now the subject of a planning application.

1561	WHOLE SERVICE REVIEW			
PROJECT S	SPONSOR	Chief Fire Officer and Chief Executive	PROJECT MANAGER	Assistant Chief Fire Officer, Operational Assurance and Service Improvement
Previous status	Current status	Mitigating steps (where status is red or amber)		
N/A	G			

The revised template for the IRMP has been used for the current consultation of IRMP 16 (2019/20). This has incorporated recommendations from the new national framework and show predicted risks and anticipated numbers. Following any consultation amendments, it is anticipated this will be sign off by CFA on the February 13th 2019 meeting.

The review reports for Wilmslow and Penketh Fire Stations duty systems and Ellesmere Port's second pump have commenced.

The review of the Cheshire standard has also commenced with a variety of options and considerations being worked through with the aim of meeting Members desire for an improved standard.

The CRM policy review is ongoing, the new approach to CRM is being worked through as part of the Whole Service Review (WSR) and development of the next IRMP and first action plan (2020/21). Once this has been delivered and worked through then the policy will be written up and taken through due process.

We have created a Risk/Demand review, compiling the known risks for Cheshire. These risks tend to be larger scale risks, above and beyond the current demand we face, for example; large ten pump plus incidents & spate conditions etc. Evaluating the current and predicted risk of these, current outcomes and how well we are prepared to respond across CFRS in relation to prevention, protection, assurance and response. We have incorporated the LRF's community risk report and also the national risk report. The business intelligence unit is currently working through the risk/demand aspect to formulate current demand and predicated figures to support this assessment.

The risk report is in draft awaiting outcomes from the CRM process. First Strategic Focus Group is programmed for early February where the risk report and CRM outcomes will be shared with the PO's. This will also be where the 'T.E.S.' (Transformation options, Efficiency options, Stop/reduce options) will be discussed based on existing delivery.

The WSR programme intends to seek independent assessment of aspects of its work as per previous reviews (for example Greenstreet Berman).

Heads of Department meetings have been programmed for late February and early March to deliver the CRM and risk report and review current departmental activities with HOD's to debate the TES options the analysis highlights. Further feedback and direction was sort from CFA members at the planning day on 11th Jan 2019. The compilation of the consultation and SMT visits has commenced and will then be delivered to the staff engagement forum for feedback and to generate options and proposals.

Consultation through JCNP has commenced seeking ideas and feedback. The WSR is now a standard agenda item at JCNP and ACFO Waller is attending each time.

Operational Policy and Assurance

1490	SADLER ROAD TRAINING CENTRE PROGRAMME				
PROGRAMME SPONSOR		Assistant Chief Fire Officer, Operational Assurance and Service Improvement	PROGRAMME MANAGER	Head of Operational Policy and Assurance	
Previous	Current	Mitigating steps			
status	status		(where status is red or amber)		
A	A	The programme remains on the same timescales included in the previous quarter update and remains in Amber status following some slippage as a result of the detailed design and costings work included in Stage 1 of the programme.			

Programme Update

The project steering group has met every two weeks during the past few months to review all of the detailed plans for each area of the new training centre, including the mechanical and electrical and architectural drawings. This has resulted in the plans now being frozen allowing the main contractor to work on them so a robust price will be presented to the Authority for the programme; this is expected during the next quarter.

The planning application has been submitted to the local authority and was expected to be concluded by the 10th January 19. Following a request by the local authority to extend the application process it is now expected that a decision will be received during February 19. This extension is not expected to delay the start date on site, though this is dependent on any pre commencement conditions from the planning permission.

The relocation of training project remains on target to relocate training courses to other planned locations by the 4th March 19, with the decommissioning of the Incident Command Training Suite now started so training can be carried out at Frodsham Fire Station from January 19. Discussions have taken place between the Service, Greater Manchester FRS and Manchester Airport to communicate our plans for the future and our exit strategy from the Airport fire ground, including the plans to return the attack containers to new training site during 2020.

All risk and milestones have been reviewed and a new risk has been included at the Q3 period following lessons learned from the Chester Fire Station planning application, though the likelihood of this risk affecting this programme is low following the building consultant's advice. The programme therefore remains on the same timescales included in the previous quarter update and remains in Amber status following some slippage as a result of the detailed design and costings work included in Stage 1 of the programme.

1553 C	OPERATIONAL TRAINING GROUP REVIEW			
PROJECT SPONSOR		Assistant Chief Fire Officer, Operational Assurance and Service Improvement	PROJECT MANAGER	Head of Operational Policy and Assurance
Previous status	Current status	Mitigating steps (where status is red or amber)		
A	A	The project remains Amber as it has now changed scope to include the command trainers.		

Since the previous quarterly update this project has taken a new direction to include all training instructors from both the Operational Training Team and the Command Training Team.

The newly formed Shift Working Group (SWG) which now includes representatives from both training teams met on the 8th January 19 to discuss the combined work that will be required for a joint training team structure and duty system in the future. A proposed structure has been presented to the group by the project manager which includes a combination of Station Managers and Watch Managers that is within the parameters of the budget.

It was agreed by the group that the SWG representatives from the teams would now use this structure to work on a duty system, which will be presented at the next meeting on the 29th January 19. The project manager will also produce a grey book compliant duty system that will meet the project System Evaluation Template as an alternative for any negotiation.

1318 C	CARDIAC ARREST RESPONSE PROJECT				
PROJECT SPONSOR Offi Ass		Assistant Chief Fire Officer, Operational Assurance and Service Improvement	PROJECT MANAGER	Head of Operational Policy and Assurance	
Previous	Current		Mitigating steps		
status	status		(where status is red or amber)		
R	R	Current status remains	Current status remains red due to lack of progress on the project.		

There continues to be no progress with this project during quarter 3 as it remains on hold awaiting the outcomes of national discussions for the wider Fire Fighter role linked to pay and conditions.

1313	EMERGENCY S	SERVICES MOBILE COMMUN	ERVICES MOBILE COMMUNICATION PROGRAMME		
PROJECT	SPONSOR	Assistant Chief Fire Officer, Operational Assurance and Service Improvement	PROJECT MANAGER	Station Manager - Operational Policy and Assurance	
Previou status	Previous Current (where status is red or amber) status				
R	R	Latest projection for the data and critical voice implementation via Emergency Services Network (ESN) for the North West is now Autumn 2020. This slippage has been the result of an extension to national programme of works for the ESN programme.			
	Programmo Undato				

Latest projection for the data and critical voice implementation via Emergency Services Network (ESN) for the North West is now Autumn 2020. To mitigate any risks to the Airwave network, the network currently used by all blue light agencies, an extension to the contract has been agreed at national level though there are currently no details regarding costings or liabilities for the extension.

Motorola have purchased the rights to Kodiak, an application that can be used to deliver some of the push to talk (PTT) integration into the ESN project which should assist is the overall project delivery.

The regional Fire and Rescue Services and National Fire Chiefs Council leads have visited Cheshire for our view of the new phased implementation of the project.

Additional funding has now been agreed (71K per FRS) to support the delivery of ESN until the end of 2020. Further additional funding has also been agreed for the NW region to appoint a technical lead to support and advise the regional and individual FRS transition teams on a 12 month fixed term basis.

1535	COLLABORATIVE DRONE PILOT			
PROJECT S	PONSOR	Assistant Chief Fire Officer, Operational Assurance and Service Improvement	PROJECT MANAGER	Station Manager - Operational Policy and Assurance
Previous status	Current status	Mitigating steps (where status is red or amber)		
G	A	The current collaborative trial with Cheshire Constabulary has not proved as successful as hoped and is being closed, hence the change in status from green to amber. It has been agreed for Fire to pull together their own standalone UAS team and utilise the drone currently based at Clemonds Hey based out of a Fire location.		

A UAS (unmanned aerial vehicle) options moving forward paper was submitted to Service Management Team (SMT) and discussed on the 21st January 2019. The current collaborative trial with Cheshire Constabulary has not proved as successful as hoped and is being closed.

The trial has been useful from a lessons learned perspective and has helped inform the decision making going forward for the drone provision for Cheshire Fire.

It has been agreed for Fire to pull together their own standalone UAS team and utilise the drone currently based at Clemonds Hey based out of a Fire location. There are several pieces of work that will need to be completed including a new PfCO (Permission for Commercial Operations), utilising FRIC for insurance purposes, selection and training of new team members.

Joint areas of interest for both Fire and Police involving the use of drones will continue to be reviewed where appropriate.

Service Delivery

1544	Replacement of Chester Fire Station			
PROGRAMME SPONSOR		Director of Governance and Commissioning	PROGRAMME MANAGER	Group Manager – Cheshire West and Chester
Previous status	Current status	Mitigating steps (where status is red or amber)		
R	R	Remains red due to planning status.		

Programme Update

The planning application was refused at Chester Planning committee. An assessment of the current position has been undertaken and both a new application and appeal will be submitted. The Appeal was submitted in January 2019, with the revised planning application due to be submitted in February 2019.

Dates, aligned to the old milestones are to be reviewed with the Portfolio Office in the coming weeks to better reflect achievable dates for the build. Land and Property meetings have provided updated position statements.

Staff engagement has been considered and a decision to return displaced staff to Chester offices on the 23rd January 2019 has been taken. Continued staff updates are being provided on a regular basis.

1557	STATION MODERNISATION PROGRAMME				
PROJECT SPONSOR		Director of Governance and Commissioning	PROJECT MANAGER	Group Manager	
Previou status		Mitigating steps (where status is red or amber)			
N/A	G				

Cruden Construction was selected through a procurement framework for Tarporley and Bollington. The rationale for selecting these two stations on their own was to ensure progress against the overall programme.

TACP architects won a competitive tendering process for developing the plans for Tarporley and Bollington.

Initial meetings on site with Cruden and TACP have been completed and On Call staff engaged with during this process.

Designs received and comments returned by Paul Binyon and Andy Selley. Meeting was held on 9th January 2019 to review plans and add in changes.

Group Manager has visited Tarporley on 10th January and Bollington on 14th January to discuss plans with all the On Call staff.

The plan is to start work on site in February.

Communications have been sent out on the programme internally.

The procurement framework for the North West Construction Hub is now open and the remainder of the Modernisation Programme is likely to be tendered utilising this. This has been sourced by the Procurement Team.

1556	ON-CALL PROGRAMME			
PROJECT	SPONSOR	Head of Service Delivery	PROJECT MANAGER	Group Manager – Cheshire West and Chester
Previous status	Current status	Mitigating steps (where status is red or amber)		
N/A	G			

Several On Call (OC) meetings have been undertaken to establish a benchmark of the current status of the OC management. A date has been set for the inaugural OC programme team meeting on the 25th January. During the meeting individuals will be detailed to assist with the identified tasks associated with the 4 strands.

Current On-Call Station Managers additional workstreams have been identified and will be aligned to the identified strands of Role, Financial, Recruitment & Availability.

Financial - Initial investigations into claims for the cleaning of equipment have been carried out and will be evaluated.

Recruitment - Significant work has been undertaken with the initial recruitment process:

- Application forms and contracted hours are now electronic
- Online tests have been evaluated and concentrated on numerical and written
- Practical assessments are now completed on a monthly basis and interviews will be completed within 2 weeks of the practical assessment.

Availability - The CFA approved the 2 year pilot of 6 Temporary Crew Managers who will be aligned to the OC staffing between the core hours of 0900hrs to 1700hrs. Documents on job description, guiding principles and PID have been written in support. Advert has been written and will be issued w/c 14th January.

A follow up OC planning away day has been provisionally booked for May 2019 where evaluation and accountability for progress will be made.

The table below shows the latest figures:

Awaiting functional hearing test	2
Awaiting interview	10
Awaiting medical (incl booked in)	9
Contacted to inform of change in process, no response	18
Injured	1
Application stage (incl sent, awaiting return etc)	18

Numerical & Verbal phase	7	
Application form to panel	3	
DBS phase	5	
Practical Feb	7	
Total	80	

1540	AERIAL LADDER PLATFORM REVIEW						
PROJECT SPONSOR		Assistant Chief Fire Officer, Operational Assurance and Service Improvement	PROJECT MANAGER	Station Manager			
Previous status	Current status	Mitigating steps (where status is red or amber)					
G G							
	Programme Update						
This project now forms part of the Whole Service Review.							

Protection and Organisation Performance

1058	SPRINKLER CAMPAIGN 2014						
PROJECT SPONSOR Assistant Chief Fire Officer, Operational Assurance and Service Improvement		Officer, Operational Assurance and Service	PROJECT MANAGER	Head of Protection and Organisational Performance			
Previous	Current		Mitigating steps				
status	status		(where status is red or amber)				
G	G						

Sprinklers installations are confirmed in Churchill Mansions, Runcorn (excluding 3 flats where legal action is being taken) and all 3 Joseph Groome Towers blocks, Ellesmere Port. Waverley Court in Crewe is in the project planning stage to install sprinklers.

No progress has been made, despite significant efforts, with either Peninsula House or Kingsway in Warrington regarding their intentions to fit sprinklers but efforts are still being made to obtain an official response. It is our understanding at this stage that Peninsula House has had a major refurbishment and is in the process of being sold and is unlikely to be

fitted with sprinklers.

No funding has been transferred for any projects at this stage and we are liaising with legal to develop the relevant documents to allow this to take place and to ensure the appropriate governance is in place.

1549	HIGH RISE SPRINKLER CAMPAIGN 2018					
PROJECT SPONSOR Assistant Chief Fire Officer, Operational Assurance and Service Improvement		PROJECT MANAGER	Head of Protection and Organisational Performance			
Previou	s Current		Mitigating steps			
status	status		(where status is red or amber)			
G	G					

Following consultation Onward Housing have confirmed that they are to sprinkler their 3 tower blocks in Handforth in Cheshire East.

Efforts have also been made with Peaks and Plains regarding blocks in Macclesfield but with no positive return at this stage.

There are three funding packages which remain available across the two sprinkler projects and we are aiming to align at least one but preferably two of these packages to Warrington projects. Only 4 of the high rise blocks in the service area will not be protected by sprinklers by 2020 if all of the commitments made are followed through.

All sprinkler demonstrations have now been completed with a variety of stakeholders attending to observe a sprinkler protected room and non-sprinkler protected room when set alight. These have been heavily promoted on social media and in the press.

No funding has been transferred for any projects at this stage and we are liaising with legal to develop the relevant documents to allow this to take place and to ensure the appropriate governance is in place.

1554	PROTECTION	CTION REVIEW				
PROJECT SPONSOR Officer, Op Assurance		Assistant Chief Fire Officer, Operational Assurance and Service Improvement	PROJECT MANAGER	Head of Protection and Organisational Performance		
Previous status	Current status	Mitigating steps (where status is red or amber)				
G	G					

Six draft report sections have been submitted and are in the process of review and revision. Five additional sections are in the process of being completed and three sections remain unallocated as yet. HMICFRS reports have been reviewed in the area of protection for comparative purposes and Lancashire FRS were visited to discuss delivery of their Protection function. The initial report will be presented to the ACFO by the end of February.

Staff survey feedback was collated from survey monkey and the project team have discussed the outcomes and the need to be cognisant of the feedback when writing individual sections of the report to ensure the feedback is captured and specifically considered.

Prevention

1500 S	SAFE AND WELL PHASE 2 – LONELINESS AND ISOLATION					
PROJECT SPONSOR Assistant Chief Fire Officer, Service Delivery PROJECT MANAGER Partnership Co-ordina						
Previous	Current	Mitigating steps				
status	status	(where status is red or amber)				
G	G					

Project Update

Documentation to support delivery of training is complete.

Training of fire-fighters and advocate staff in relation to delivering Loneliness and Social Isolation work within Safe and Well Visits will commence on the 15th January 2019 and finish on the 25th March 2019, these dates have been finalised and will occur across stations and at Sadler Road. Jenny Maskell and Lee McGarity will be delivering this training package.

The current Memorandum Of Understanding (MOU) expires on 31st March 2019, a new MOU will be drafted and agreed by all parties prior to this date.

Each CFRS Prevention admin hub (East, West, and Warrington & Halton) will forward details of referrals via secure

email to the British Red Cross (BRC) once a week. BRC will provide one central email address for these to be sent to and also one contact number in case of queries. BRC and The Silver Line have agreed their own referral mechanism between each other for the onward referrals of householders requiring The Silver Line support, this will be in place from 1st April 2019. BRC will work with The Silver Line to discuss support in areas where BRC service provision may be limited.

1496	SAFE AND WELL PHASE 2 – HYPERTENSION, BLOOD PRESSURE and ATRIAL FIBRILLATION					
PROJECT SPONSOR Assistant Chief Fire Officer, Service Delivery PROJECT MANAGER Prevention Policy and Projects Manager						
Previous	Current	Mitigating steps				
status	status	(where status is red or amber)				
G	G					

Project Update

Blood Pressure

We have worked with the Operational Policy and Assurance Department to develop a training programme for all operational and prevention staff for blood pressure and loneliness. Both health issues comprise Safe and Well Phase 3. The training will take place during February and March 2019. In addition, we will use the training time to provide further information to staff on provisions of new GDPR obligations, in particular consent issues and a refresher to staff on what happens once we have referred a person to health. The blood pressure training will be delivered by Halton Local Authority Public Health. Loneliness and isolation will be delivered by CFRS staff.

We continue to work with CHAMPS (overarching body for Cheshire Directors of Public Health) to draft and agree a covering Memorandum of Understanding for Blood Pressure. We are currently awaiting a draft MoU from CHAMPS. Once received we will work with CFRS legal to ensure we are happy with the MoU. The intention is that the MoU will be signed by CFRS Director of Governance and Wirral LA legal (Wirral LA is the parent body for CHAMPS).

We would expect Safe and Well Phase 3 to go live around April/May 2019.

Warrington Atrial Fibrillation

The Warrington Director of Public Health has now agreed that CFRS can add atrial fibrillation to the Safe and Well work in Warrington in line with the work we are conducting in the other 5 Cheshire CCG areas. Next steps will be for Prevention policy team to train operational and prevention staff to conduct AF screening work in Warrington. We would expect this to happen quite quickly and be able to go live in line with the Safe and Well Phase 3 timescale.

	RISK MANAGEMENT					
CPS Ref	Risk Detail	Risk Owner	Rick Score	Progress Update		
1226: BLU	E LIGHT COLLABORATION PROGRAM	IME				
987	MFSS – As a result of the introduction of a new version of Oracle and unfamiliarity with the changes in technology there is a risk that technical challenges could lead to delays in data migration and external system integration testing.	MFSS Project Manager	N/A	Risk Closed Due to a number of factors CFRS has decided to defer it's on boarding to the MFSS to a later date to ensure a more successful go-live. As a result this risk is no longer relevant and can be closed.		
979	MFSS On boarding – slippage to programme timelines As a result of a number of partners on boarding to Oracle at the same time there is a risk that the project will slip beyond the planned go-live date. Delays for partners could be caused by a number of factors including parallel payroll runs, delays in testing poor data quality, resourcing problems. The impact of this risk may be increased costs, in terms of extra resources and the requirement to renew system contracts. There would also be an impact on organisational expectations and reputation of continuing change.	MFSS Project Manager	N/A	Risk Closed Due to a number of factors CFRS has decided to defer it's on boarding to the MFSS to a later date to ensure a more successful go-live. As a result this risk is no longer relevant and can be closed.		
992	MFSS - As a result of a significant amount of defects found within Oracle Cloud during UAT there is a risk that progression into UAT 2 and the future phases of the project will be delayed if the number of defects can't be satisfactorily fixed. This may result in in delays to the planned go live date and further significant costs.	MFSS Project Manager	N/A	Risk Closed Due to a number of factors CFRS has decided to defer it's on boarding to the MFSS to a later date to ensure a more successful go-live. As a result this risk is no longer relevant and can be closed.		
993	MFSS - As a result of lack of dedicated project resources to work on the CFRS elements of	MFSS Project Manager	16	Risk Closed Due to a number of factors CFRS has decided to defer it's on boarding to the MFSS to a later		

	the MFSS Programme there is a risk that key task and milestones will be missed, work will be rushed and the SME's will become over worked.			date to ensure a more successful go-live. As a result this risk is no longer relevant and can be closed.
950	BLC - As a result of a lack of clarity regarding the overall governance and service model there is a risk that overall timescales for the collaboration agreement may be compromised. This may result in increased costs and impact on Programme delivery.	Director of Governance and Commissioning	9	Risk score reduced since last quarter. Some progress has been made and the parties will work together to achieve an acceptable amicable arrangement.

	ISSUE MANAGEMENT					
CPS Ref	Issue Detail	Issue Owner	Progress Update			
1313: ESM(I CP - Financial Implications to the Ser	l vice should the A	I			
970	As a result of slippage/delay in the ESMCP Programme nationally the Airwave TETRA network will need to remain operational beyond March 2020	Head of Operational Policy and Assurance	Following on from the recent Performance and Programme Board it was decided that this risk is now an issue as it has been agreed the airwave contract will be extended. There may be additional risks identified from the airwave contact extension however at this time they are not known. Update January 19 - Airwave network has officially been extended until 31/12/2022. Call off contract with Airwave to be investigated to feed into financial planning around the extension. If the original Firelink contract was dated with an actual finish date it will need to be discussed with Airwave to ensure we transition onto the extension period. This is being picked up by the ESN Project Manager.			
1226: BLUE	LIGHT COLLABORATION PROGRAM	ME				
987	MFSS – As a result of the introduction of a new version of	MFSS Project	Due to a number of factors CFRS has decided to defer			
	Oracle and unfamiliarity with the	Manager	it's on boarding to the MFSS to a later date to ensure a			

changes in technology issues	more successful go-live. As a result this issue is no
have been caused due to the	longer relevant and can be closed.
lack of system knowledge.	