



# Buckinghamshire & Milton Keynes Fire Authority

<b>MEETING</b>	Executive Committee
<b>DATE OF MEETING</b>	17 September 2014
<b>OFFICER</b>	Mick Osborne, Head of Service Transformation
<b>LEAD MEMBER</b>	Councillor Adrian Busby
<b>SUBJECT OF THE REPORT</b>	<b>Four Year Knowledge and Information Services (KIS) Strategy</b>
<b>EXECUTIVE SUMMARY</b>	<p>At the Fire Authority Executive Committee on 16 January 2013, the Interim ICT Strategy v3.0 was agreed, subject to paragraph 4.4.5 being amended (Clause EX43). This was amended and the strategy was given a new version number (V4.0) to reflect this.</p> <p>From April 2013 the Service has been using the Interim Information &amp; Communications Technology (ICT) Strategy Report v4.0 to guide its ICT development.</p> <p>This report provides an update on progress against the strategy, covering the Key Issues, Strategic Business Requirements, along with the Projects and Programmes (Appendix A).</p> <p>It is also proposed that the Interim Information &amp; Communications Technology (ICT) Strategy Report v4.0 is renamed the Knowledge and Information Services (KIS) Strategy V1.0. Alterations to the Strategy have been made to reflect this change. No changes of substance to the objectives of the ICT strategy have been made. Appendix B contains the resulting Information &amp; Communications Technology (ICT) Strategy V1.0.</p> <p>Furthermore it is proposed that this strategy will run for four years and be viewed as a dynamic document that is reviewed annually by the Business Transformation Board with any proposed changes of substance being brought back to the Executive Committee for approval.</p>
<b>ACTION</b>	Information and Decision.
<b>RECOMMENDATIONS</b>	<ol style="list-style-type: none"> <li>1) That progress against the strategy is noted by Members.</li> <li>2) That the proposed renaming of the Interim Information &amp; Communications Technology (ICT) Strategy Report v4.0 be approved.</li> </ol>

	<p>3) That the Strategy covers the period from 2014/15-2017/18.</p> <p>4) That the Strategy be reviewed annually by the Business Transformation Board with any proposed substantial changes being presented to the Executive Committee for approval.</p>
<b>RISK MANAGEMENT</b>	A risk assessment is carried out as part of the planning stage for projects being put forward for implementation. All projects will be subject to the annual revenue and capital growth bidding process that is reviewed informally and formally by management and members prior to approval.
<b>FINANCIAL IMPLICATIONS</b>	In 2014/2015, £260k capital has been approved to be spent on projects aimed at delivering aspects of the Strategy along with an on-going increase in revenue spend of £36k. This has been proposed through the annual capital and revenue growth bidding process.
<b>LEGAL IMPLICATIONS</b>	No direct implications arising from this.
<b>HEALTH AND SAFETY</b>	No direct implications arising from this.
<b>EQUALITY AND DIVERSITY</b>	No direct implications arising from this.
<b>USE OF RESOURCES</b>	The work will be resourced from within existing budgets and staff capacity. The outcomes of the work will help to reduce the draw on resources through automation and integration.
<b>PROVENANCE SECTION &amp; BACKGROUND PAPERS</b>	None.
<b>APPENDICES</b>	Appendix A - Progress against KIS Strategy v2 Appendix B - Knowledge & Information Services (KIS) Strategy V1.0
<b>TIME REQUIRED</b>	15 Minutes.
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