



Buckinghamshire & Milton Keynes Fire Authority

MEETING	Fire Authority
DATE OF MEETING	18 December 2013
OFFICER	Denis O'Driscoll, Head of Service Development
LEAD MEMBER	Councillor Andy Dransfield
SUBJECT OF THE REPORT	Thames Valley Fire Control Service (TVFCS) Programme
EXECUTIVE SUMMARY	<p>To update Fire Authority Members on key aspects of the Thames Valley Fire Control Service Programme, including slippage of delivery until the last quarter of 2014 and the outline financial impact of the slippage.</p> <p>To gain approval for the use of budget set aside during the FiReControl Project and from the DCLG grant to support the delivery of BFRS local retention arrangements.</p>
ACTION	Decision.
RECOMMENDATIONS	<p>It is recommended that the Authority:</p> <ol style="list-style-type: none"> 1. note progress to date, including the programme slippage and outline financial impact of the slippage; 2. approve the use of the earmarked reserve to fund the retention package; 3. approve delegation to the Chief Fire Officer to determine the detailed allowances for the retention package within the total budget of £150k and £255k.
RISK MANAGEMENT	<p>There is a risk that there could be a significant shortfall in the numbers of Control staff available to carry out their duties in the Buckinghamshire Fire and Rescue Service (BFRS) Control up to the cutover to the Thames Valley Fire Control Service (TVFCS).</p> <p>The establishment figure for BFRS Control is 23 staff yet the current number carrying out full time Control duties has reduced to 14. Three staff provide cover on a part-time basis and a number of staff who have secured roles elsewhere within the service provide additional support.</p> <p>A Control staffing degradation plan has been</p>

	<p>developed and Control staff are currently working with officers to research alternative ways of crewing Control. Control staff have been extremely proactive in providing additional cover and duty exchanges to ensure that cover is maintained at an adequate level. However, there is a risk that this will impact on the ability of staff to provide cover over a prolonged period. The delay to programme delivery has done nothing to reduce this risk.</p> <p>The retention proposal outlined would mitigate the risk to the Authority of not being in a position to maintain sufficient crewing within the BFRS Control until cutover to TVFCS.</p> <p>Due to the delays with the award and signing of the contract for the mobilising system, the Programme Sponsoring Group has agreed to delay the delivery of the programme to the last quarter of 2014.</p> <p>The signing of the contract has now been completed and detailed discussions between all parties have commenced to develop a Detailed Implementation Plan (DIP) for the completion of the mobilisation system delivery.</p> <p>The delay to the Programme has been communicated to affected staff and representative bodies in all three services.</p> <p>The effect of this delay to the programme delivery is being analysed and documented and more detail will be available once the DIP is complete.</p> <p>In order to mitigate against the risk of Control staffing levels reaching critical levels, it is considered that a retention package should be agreed. BFRS has a statutory duty to consult on measures with representative bodies with a view to seeking their agreement to the intended measures prior to the transfer of BFRS staff to the TVFCS.</p> <p>It should be noted that allocation of a retention bonus is outside the scope of the programme and is therefore a local BFRS arrangement.</p> <p>It should also be noted that any other TUPE related financial arrangements such as travel related payments and accommodation expenses are separate from this work and are to form part of the steady state finance agreement of the Programme.</p> <p>Further detail on progress of the programme is attached in Appendix A.</p>
<p>FINANCIAL IMPLICATIONS</p>	<p>In order to support the proposed arrangements for a BFRS Control staff retention package and any other</p>

	<p>TUPE related financial arrangements, Members are requested to approve the use of earmarked budget of £150 k allocated during the FiReControl Project. In addition, £255k from the DCLG grant has been allocated for the purpose of finalising local arrangements.</p> <p>An outline of the possible financial impact of the delay to the programme and overview of the budget spend to date is shown in Appendix B attached.</p>
LEGAL IMPLICATIONS	<p>None directly arising from the recommendations. The relationship between the three TVFCS authorities remains governed by the agreement made between them on 22 March 2013.</p>
HEALTH AND SAFETY	<p>It has been identified that the provision of additional shifts by Control Room staff may have a negative impact and alternative arrangements are being implemented.</p>
EQUALITY AND DIVERSITY	<p>An initial Person Impact Assessment has been undertaken as part of the initial Fire Control Project plan.</p>
USE OF RESOURCES	<p>It should be noted that the core delivery team within BFRS has now been reduced to two members. The loss of the dedicated ICT resource was considered to be a risk but a replacement ICT Project Manager has been recruited and started employment with BFRS on 11 November.</p> <p>The dedicated administration support provided on a fixed term contract has now ended, however it is envisaged that the team will carry out its own admin tasks and source additional support from the Central Administration Team as necessary. This situation is to be monitored.</p> <p>The transfer of the Vision FX Data Manager to the Asset Management project creates further challenges for the team. The Project Manager is currently investigating other ways in which this support can be delivered utilising Control staff.</p>
PROVENANCE SECTION & BACKGROUND PAPERS	<p>Background</p> <p>TVFCS Update Briefing to SMT – April 2013.</p> <p>TVFCS Consultation Documentation – May 2013.</p>
APPENDICES	<p>Appendix A Progress update.</p> <p>Appendix B Outline potential financial impact and spend to date.</p>

TIME REQUIRED	15 minutes.
REPORT ORIGINATOR AND CONTACT	GM Marie Crothers mcrothers@bucksfire.gov.uk 01296 744490

Appendix A

Progress Update

Mobilising System

A preferred supplier and system for the TVFCS mobilising system has now been identified, the Capita Fortek Vision DS. This system is the next generation of that currently utilised by BFRS, the Vision FX.

Contractual queries from the legal teams of OFRS and RBFRS had delayed the contract award but this has now been resolved. However, these delays have meant that the contract was not signed until late November.

Governance

Regular meetings continue with Oxfordshire County Council (OCC) Internal Audit team for programme and financial audit purposes. OCC Internal Audit has confirmed they are happy with the governance arrangements in place for the programme.

Work has yet to commence on a steady state legal agreement. Priority work for the mobilising system contract and SAN H legal agreement has meant that there could be little progress on the steady state legal agreement until the liabilities under that prime SANH contract had been established. A draft constitution for the proposed joint committee had been prepared and submitted by BFRS to OFRS and RBFS, but has been in abeyance while the other agreements were finalised.

Technical / Technical & Ops Collaboration

SAN H 5-way Partnership

Further meetings of the SAN H 5 way partnership, including Warwickshire and Northamptonshire FRSSs, have taken place and discussions regarding the legal agreement are underway. The fall-back 'Controlink' procurement has been delayed slightly whilst questions around liability were explored and solutions sought. A preferred solution has now been taken back to FRS legal teams for approval.

Work to achieve Airwave Code of Connection approval for BFRS to connect data systems via Airwave is well underway and BFRS are making good progress to be in a position to connect once the networks have been established.

Ops Alignment and Training

Good progress is being made by the Operational Alignment workstream to develop common working practices for all three services in preparation for the cutover to the TVFCS provision. Key areas of work have been:

- Aligning incident types and attendances
- Status messaging
- Developing Action Plans and Call Prompts for use within the mobilising system
- Developing a draft Training Plan
- Ascertaining Operational Support arrangements that will be required within BFRS post cutover to the TVFCS

HR – TVFCS

Consultation

The formal Consultation period closed on 13 June 2013. There were two consultation events held in each FRS for staff and representative bodies to ask questions and present feedback. These were attended by the TVFCS HR workstream lead and Senior Responsible Owners from each FRS. Individual staff consultation meetings have also taken place with all directly affected staff.

The HR workstream has undertaken analysis of consultation responses received and produced a summary report of the consultation received. A full report will be written containing the final proposals once these have been agreed. It is envisaged that all feedback received will be taken into account when making final decisions regarding the structure and design of the TVFCS and this will be approved by the TVFCS Programme Sponsoring Group.

Due to the delay in the signing of the contract to procure the mobilising system, it has been agreed to pause the consultation work period until early February whilst the DIP is completed and its impact on the HR workstream is known.

HR – BFRS

BFRS delivery arrangements

The BFRS HR team continues to contribute to the work of the programme HR workstream as outlined in the previous section.

Appendix B

Outline potential financial impact and spend to date

Control Room Costs

	Monthly	Quarterly	Apr-Nov	Full Year
Control Room Costs (As is costs)	73,127	219,381	585,016	877,524
Savings unachieved	43,083	129,250	344,664	517,000
Project Team Costs (PM/OPS/HR/ICT)	18,217	54,651	145,736	218,604
Total	134,427	403,282	1,075,416	1,613,128

Control Room Project expenditure to date

Control project spend for 12/13 and 13/14 to date as follows;

	2012/13	2013/14*
Employees	265,461	144,659
Agency Staff/Consultancy	140,114	-
Travel/Subsistence	1,369	1,445
Supplies & Services	8,908	-
Total	415,851	146,104

*spend to end of Oct 2013

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