

DEPUTY LEADER OF THE COUNCIL – 23 MARCH 2015

PARTNERSHIP AGREEMENT WITH HAMPSHIRE FIRE AND RESCUE AUTHORITY FOR THE PROVISION OF FLEET AND STORES MANAGEMENT SYSTEMS

Report by the Chief Fire Officer

Introduction

1. As a result of the move to the Integrated Business Centre (IBC) in July 2015, the current fleet and stores system (currently hosted on SAP) will no longer be supported and no longer available to OFRS. There is an urgent need to find a replacement for the SAP module before the move to the IBC on 1st July. Alternative options have been considered, including going out to market or possibly using the Integrated Transport Unit system, neither of which would provide a suitable and/or cost effective solution within the time period. Hampshire Fire and Rescue Service (HFRS) operates a cloud based Civica Tranman fleet management system, which runs separately from the IBC/SAP system. It is however, able to produce reports and data that IBC are able to process and use and is running successfully in HFRS and accepted by IBC. HFRS also have similar partnership agreement with Royal Berkshire FRS that also includes servicing their vehicles. HFRS management team and Civica Tranman have agreed to work with us on a partnership and cost recovery only basis.

2. **Exempt Information - None**

3. **How it will would work for OFRS**

With the agreement of HFRS, they will on behalf of OFRS purchase all the necessary additional licences etc and pay any other relevant set up costs from their current contract and then add OFRS to their Tranman system. Once the system has been implemented and goes live, OFRS will then pay Hants FRS a monthly recharge for items purchased plus any other shared costs. All the OFRS monthly financials will then be up loaded in to the IBC/SAP at the end of the month, along with Hants FRS's. To keep costs down to a minimum, OFRS will adopt as much as we can from HFRS fleet ways of working and would look to implement their scheduling and maintenance regime (note: HFRS fleet and equipment profile is very similar to ours).

4. **Time scales**

The system needs to be in place and operational by 1 July 2015 to match the IBC 'go live' dates. Therefore time is of the essence. Civica Tranman has allocated staff to configure the system/transfer data and work with OFRS staff

from 1 April 2015. It is anticipated OFRS will be able to test the system by late May and to have it operational by the target date.

5. Scope

Hants will only be providing a fleet and stores management system. The system will be able to provide full management data, including cost centre information on OFRS fleet and stores only. Due to logistics and distance it is not envisaged at this stage to widen this out to include fleet maintenance. However, OFRS will be able to monitor and bench mark against each Authorities performance. Civica Tranman is recognised as a market leading product and is used in many other UK emergency services for fleet management.

6. Alignment to Fire Service objectives and benefits

This approach aligns itself with DCLG's push to make Authorities work collaboratively and falls in line with the South East FRS's collaborative approach on a number of projects. It also aligns to OCC IBC objectives. There are a number of benefits the Civica Tranman/HFRS partnership provides us with:-

- Lower start-up costs – The cost of going to tender would have been a minimum of £20k, plus buying this system or similar would have cost in excess of £100k
- On-going costs – shared between 4 authorities
- Time saving - going to market and having a new system developed, configured, tested etc would have taken a minimum of 9-12months.
- Management information – our current SAP system provides very little data management– the Civica Tranman system will provide a full suite of management reports and will be able to link with other systems such as our fuel system, to provide us with full vehicle life costing, something that we have never had before but desired.
- Reduced paper and data inputting, releasing staff to do other tasks – the new system will have a workshop touch screen system, this will enable mechanics to directly input work in to the system, negating the requirement to double handle job sheets.
- Lowest risk option

7. Risks

The major risks to the project are:-

- Late delivery of the system - mitigation action - for a short while we can implement a paper based system. Currently due to the poor data output from SAP, all vehicle records are held in paper format as a backup, therefore a paper based system could be implemented for a short period if implementation was delayed.
- The costs exceed the estimates – mitigation action - we have overestimated on costs, so they should be lower than estimated. Also, ICT have a member on the project team who will scrutinise any cost over runs.

8. **Legality**

As confirmed by OCC legal department, our partnership approach i.e. between two Fire Authorities, is compliant with European procurement rules. Also the contract HFRS has with Civica Tranman was compliantly tendered and allows the contract to be extended to include other partners, so the contract remains legally compliant.

9. **Period of agreement**

It is anticipated that the partnership will run for a period of 5 years, thereafter to be reviewed as to its suitability.

10. **Financial and Staff Implications**

There are no staff or TUPE implications. All costs incurred in operating the system will be equally shared by the members of the partnership and recharged by HFRS on a cost recovery only basis. For the initial set-up of the Civica Tranman system for OFRS, there is currently only have an estimate of costs. These are for this year approx £60k, thereafter on-going operating costs will be approx. £20k pa. The IBC project team have confirmed they will pick up the first years costs, thereafter the annual costs will be borne by ICT. Note: to purchase this system directly from Civica Tranman or obtain a comparative system would cost in excess £100k.

Equalities Implications

11. There are no equalities implications

RECOMMENDATION

12. **The Deputy Leader is RECOMMENDED to approve that the partnership approach with HFRS for Fleet system services is accepted.**

DAVE ETHERIDGE,
Chief Fire Officer

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