

REPORT REFERENCE NO.	DSFRA/23/21
MEETING	DEVON & SOMERSET FIRE & RESCUE AUTHORITY
DATE OF MEETING	25 SEPTEMBER 2023
SUBJECT OF REPORT	EXTRAORDINARY AUTHORITY MEETING TO CONSIDER THE DELT SHARED SERVICES BUSINESS CASE
LEAD OFFICER	Monitoring Officer & Clerk to the Authority
RECOMMENDATIONS	<i>That an Extraordinary Meeting of the Authority be scheduled for Tuesday 31 October 2023 at 10:00hours to consider and determine the DELT Shared Services business case.</i>
EXECUTIVE SUMMARY	It is proposed to hold the extraordinary meeting of the Authority on Tuesday 31 October 2023 at 10:00hours. This date has been checked against constituent authority calendars and no clashes have been identified.
RESOURCE IMPLICATIONS	Nil.
EQUALITY RISKS AND BENEFITS ANALYSIS	N/A
APPENDICES	Nil.
BACKGROUND PAPERS	Nil.

1. INTRODUCTION

- 1.1. On 19 April 2023, the Authority considered a report on a proposal for “in principle” agreement to sign up to Delt Shared Services as a shareholder (Minute DSFRA/22/38 refers).
- 1.2. This built on the report submitted to the Authority at its meeting on 12 December 2022 (Minute DSFRA/22/26 refers) which had set out options for digital transformation within the Service to facilitate progression of the Service’s Target Operating Model being developed currently to ensure:
 - the Service was affordable both now and in the future;
 - the provision of core service delivery functions effectively; and
 - that communities were kept safe.

2. BACKGROUND

- 2.1. The Authority resolved on 19 April 2023 to:
 - (a). approve, in principle, becoming a shareholder in DELT Shared Services Ltd. to facilitate ICT/Digital Services provision to the Service from DELT;
 - (b). establish a Member Working Party to work alongside Officers to oversee development of the Business Case for the DELT Shared Services option, membership to include Councillors Coles, Hendy, Peart, Randall Johnson and Thomas; and
 - (c). relevant Officers being delegated authority to implement, on behalf of the Authority, this in principle agreement, subject to the production of, and approval by the Executive Board, of a satisfactory full Business Case identifying all relevant risks, costs and benefits to the Service.
- 2.2. Work has been progressing since the meeting on 19 April 2023 on pulling together the requisite business case.
- 2.3. In conjunction with this, the Executive Board has been developing a target operating model for the whole organisation to ensure that it is effective, efficient, and economically sustainable for the future. Delivery of this target operating model is critically dependent on a well-functioning ICT capability. Process changes enabled by ICT are a key enabler for improved efficiency throughout the Service. The Service’s ambition to become a data-led, risk-based, intelligent organisation depends upon high quality, timely and efficient ICT delivery.

3. DELT BUSINESS CASE

- 3.1. Whilst work has been progressing on the business case, this is a matter that requires the utmost due diligence. The Executive Board needs to ensure that the correct information is presented which is factually accurate, identifies all risks and benefits and which includes detailed costings so that an informed decision can be taken on the business case presented in due course.

- 3.2. Further to this, whilst the resolution made by the Authority on 19 April 2023 seems to indicate at part (c). above that this matter was delegated to the Executive Board to determine, there has been further debate on this matter. Given that this is an important strategic decision which will have huge impact on staff, it is felt appropriate to refer this matter to the Authority for the final decision based on the Executive Board's recommendation.
- 3.3. Taking account of these issues and having consulted with the Chair of the Authority, it is proposed that submission of the final business case to the Authority be delayed until late October 2023 and that an Extraordinary Meeting of the Authority be set up to consider this matter.
- 3.4. It is proposed to hold the Extraordinary Meeting of the Authority on Tuesday 31 October 2023 at 10:00hours. This date has been checked against constituent authority calendars and no clashes have been identified.

EMMA JACKMAN
Monitoring Officer & Clerk to the Authority