

Decision Note – Aerial Ladder Platform Vehicles



STAFFORDSHIRE COMMISSIONER
Police | Fire and Rescue | Crime

REQUEST FOR DECISION BY THE STAFFORDSHIRE COMMISSIONER

	Policing:	Crime:	Fire & Rescue:
This decision relates to:			X

APPROVAL (for completion by Staffordshire Commissioner only)

Rationale for approval

STAFFORDSHIRE COMMISSIONER

Signature

Date

15/12/2021

Date decision required by: 21/12/2021

If an urgent approval is required, please state reasons: Purchase Order to be placed before Christmas to avoid a potential price rise of £3000 to the chassis.

For completion by Staffordshire Commissioner's Office only:-

Decision Number: *SCF/D/202122/003*

Date Received: *21 December 2021*

	Yes	No
Has the required decision been considered under the guidance of the Staffordshire Commissioner's Decision Making Policy?	✓	
Has the required decision been deemed to be a Key Decision as defined within the Staffordshire Commissioner's Decision Making Policy?	✓	
Who is empowered to make the required decision? <i>Staffordshire Commissioner</i>		

Title Aerial Ladder Platform (ALP) Vehicles

Summary:

We are seeking approval to purchase two Aerial Ladder Platform (ALP) Vehicles and associated support and maintenance package, following a complaint tender exercise and standstill period.

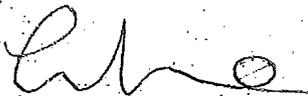
The purchase shall be funded by approved Fire capital and has been internally approved by the relevant Principal officers within the Staffordshire Fire & Rescue Service.

Approval is now sought from the SCO, due to the value of the contract being circa £1.45m.

Recommendation:

To award the contract for a period of 5 (+1+1+1+1+1) years to Angloco for the purchase, support and maintenance of two new Aerial Ladder Platform (ALP) Vehicles.

Chief Executive



Signature

Date *16/12/2021*

REPORT AND ADVICE TO THE STAFFORDSHIRE COMMISSIONER

1. Introduction and background

Staffordshire Fire & Rescue's Aerial Ladder Platforms (ALPs) are based at Longton and Burton Fire Stations and are approaching their date of replacement. They are 15 years old with a maximum expected 'life' in service of 20 years.

One ALP was refurbished in 2019 with the aim of prolonging its life and achieving greater Service resilience whilst a full review and replacement program was undertaken.

This review was undertaken with assistance from stakeholders across the service and guided by the Service 2025 project lead. Full details of this review can be found within the report entitled '**Aerial Appliance Review 2020**'.

The review concluded that there is a requirement to maintain the provision of two appliances at their current locations and recommends the Service invests in the replacement of both with final delivery of the second appliance by Summer 2024.

The review details several advances with technology of Turntable Ladders, however the final conclusion is that Aerial Ladder Platforms are more suited to current and foreseeable risks.

2. Issues for consideration

£1.7million of planned capital funding had been budgeted for in 2021/22 for the replacement aerial appliances.

The implications of current market forces including the impact of BREXIT and associated cost increases that may occur (chassis import tax) has not been factored into the below figures as they were provided by manufacturers towards the end of 2020. Advice from JETS suggested it may be advisable to consider increases between 10-15% in the cost and an additional 6-12 months in delivery.

The current 2 ALP's are now entering their 16th year of operational service and were condition scored by JETS in Sept 2019 as 2 – Average and 3 – Poor. Although a refurbishment of 1 has taken place to extend the life and offer greater resilience they should both now be scheduled for replacement.

Due to the value of the proposed purchases, a compliant tender exercise, in accordance with the Public Contract Regulations 2015, was required to be conducted to ensure value for money, equal treatment and transparency.

To our benefit, Devon & Somerset Fire & Rescue Service on behalf of the NFCC have let a national procurement framework for 'Fire & Rescue Emergency Response Vehicles'. A decision was therefore made between Commercial Services and the procurement working group to carry out the exercise via a further competition utilising the four successful Suppliers on this framework. The market for this type of purchase is small and niche and therefore the competition would focus more on the quality of the solution to be offered rather than time spent on due diligence and vetting of Suppliers in the open market.

3. What other options have been considered?

A decision paper was taken to Fire's Directorate Board in January 2021 which presented the following options;

Option 1 - Keep current ALP's in service with the expectation that refurbishment can foreseeably prolong their life span beyond 20 years.

Option 2 - Agree with the findings of the review and proceed to purchase two 32m ALP's over the next 3-4 years. Approximate cost £1.38 - £1.42 Million.

Option 3 - Option 2 plus refurbishment of Burton's ALP. This has the advantage of bringing an older appliance up to date with improved BA Airline equipment thus increasing firefighter safety in the short term and prolonging the life of the vehicle for resilience purposes. Approximate cost £1.49 - £1.52 million.

Option 4 - Fully explore the options of appliances with an increased boom length (42m or 45m) and enter into procurement for 2 replacement vehicles. Approximate cost £1.5 - £1.66 million.

Option 5 - Following review of the available data in the accompanying aerial appliance report decide that Turntable Ladders meet the needs of the service and proceed to procurement. Approximate cost £1.2 - £1.3 million.

Option Two was approved, with the caveat that both would be purchased in 2021/22 and the working group was therefore formed to develop the Specification and procurement strategy.

4. Consultation and Engagement undertaken

The procurement opportunity was published during August-September 2021, resulting in three submissions which were evaluated in October. Following a robust evaluation process which involved independent scoring, clarification questions and two moderation sessions, the group concluded that Angloco had been successful based on the following scoring;

Technical – 10.67%
Customer Support – 13.60%
Delivery – 1.2%
Training – 10.40%
Price – 34.25%
TOTAL : 76.12%

The basic submitted price for the purchase of 2 x ALPs and 5 years support & maintenance, which was used for the purposes of evaluation to ensure a like-for-like comparisons across the Bidders, was [REDACTED]. However, during mobilisation a number of essential items, which are budgeted for and have been operationally identified as required per the working group specification shall be considered and discussed with the Director of Response for inclusion within the final Purchase order. This is unlikely to exceed 10% of the tendered price stated above.

The approval to give the intention to award to Angloco and commence the ten day standstill period was approved by the Director of Response and Director of Finance within the Staffordshire Fire & Rescue Service in late October 2021.

We now seek approval from the SCO, to sign the contract for the purchase of the two ALPs along with up to ten years support and maintenance cover. This shall then enable the immediate order of the First Staged Payment (two chassis at a total of £270k) to avoid potential upcoming price rises in January 2022, which have been indicated by the Provider.

Report Implications

Monitoring Officer comments:

Not Applicable

Signature



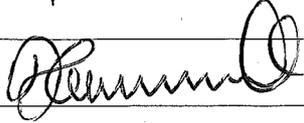
Date

16/12/2021

Section 151 Officer comments:

The 61.4m is included within the approved capital programme.

Signature



Date

15/12/21

Yes

No

Has legal advice (outside of that provided by the Monitoring Officer) been sought on the content of this report?

x

Legal Comments:

The procurement standstill has been conducted for ten calendar days which resulted in no challenge.

5. Equality Comments – please attach the completed EIA

See attached EIA.

There are no specific singular protected characteristic impacts for the purchase. There is a general demonstration of due regard which runs through the supporting review paper and these are within the principles of aligning resources to risk with consideration of firefighter safety and historical demand.

6. Background/supporting paper

'Aerial Appliance Review 2020'

'Directorate Board Paper – Aerial Appliance Review'

Tender documents can also be made available.

7. Public access to information

Redact Pricing.

8. Data Protection Impact Assessment - please attach the completed DIA

See attached DPIA.

9. Is the publication of this form to be deferred?

10. If the report is for publication, is redaction required?		
Redact Pricing.		
	Yes	No
Of the Decision Note?	x	
Of the Appendix?	x	

ORIGINATING OFFICER DECLARATION:

Author	Amy Vukovic
Signed	<i>A Vukovic</i>
Date	15/12/2021

Equality Impact Assessment



STAFFORDSHIRE COMMISSIONER
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The purpose of this EIA is to ensure you consider any equality issues as part of your decision making when developing / reviewing your policy / procedure.

Please complete the sections below and send to the Staffordshire Commissioner's Office to be quality assured. New / revised policies cannot be published on the policy database until the EIA has passed the quality assurance process.

Title of policy/procedure:	The purchase of two Aerial Ladder Platform (ALP) Vehicles and associated support and maintenance package
Department:	Joint Emergency Transport Unit
Date:	15/12/2021

1. Identify the aims and purpose of the policy

The contract is for the provision of goods (two Aerial Ladder Platform (ALP) Vehicles) and services (up to ten years support and maintenance package) to replace ageing fleet.

2. Identify the individuals and organisations who are likely to have an interest in, or be affected by the policy.

Operational Crews
Transport Unit
Fire Principal Officers

Members of the public

3. Data

Summarise the findings of any monitoring data / information which you have considered regarding the impact of this policy on people from all or any of the protected groups. This could include national or local data.

3.1 Age

n/a

3.2 Disability

n/a

3.3 Race

n/a

3.4 Religion or Belief

n/a

3.5 Sex

n/a

3.6 Sexual Orientation

n/a

3.7 Transgender

n/a

4. Research

Summarise the findings of any research you have considered regarding this policy for all or any of the protected groups. This could include information you have obtained from other sources e.g. Home Office.

4.1 Age

n/a

4.2 Disability

n/a

4.3 Race

n/a

4.4 Religion or Belief

n/a

4.5 Sex

n/a

4.6 Sexual Orientation

n/a

4.7 Transgender

n/a

5. Consultation

Summarise the opinions of any consultation for all or any of the protected groups. Who was consulted and how e.g. survey, discussion, forum. If there was no consultation please justify why.

5.1 Age

n/a

5.2 Disability

n/a

5.3 Race

n/a

5.4 Religion or Belief

n/a

5.5 Sex

n/a

5.6 Sexual Orientation

n/a

5.7 Transgender

n/a

6. Conclusions

Taking into account the results of the monitoring, research and consultation, set out how the policy impacts or could impact on people from the following protected groups? (Include positive and/or negative impacts)

6.1 Age

n/a

6.2 Disability

n/a

6.3 Race

n/a

6.4 Religion or Belief

n/a

6.5 Sex

n/a

6.6 Sexual Orientation

n/a

6.7 Transgender

n/a

7. Decisions

If the policy will have a negative impact on members of one or more of the protected groups, explain how the policy will change or why it is to continue in the same way.

If no changes are proposed, the policy needs to be objectively justified.

There will be no impact on any of the protected groups by the purchase of these goods and services.

8. Monitoring arrangements

If the policy is new what consideration has been given to piloting the policy?

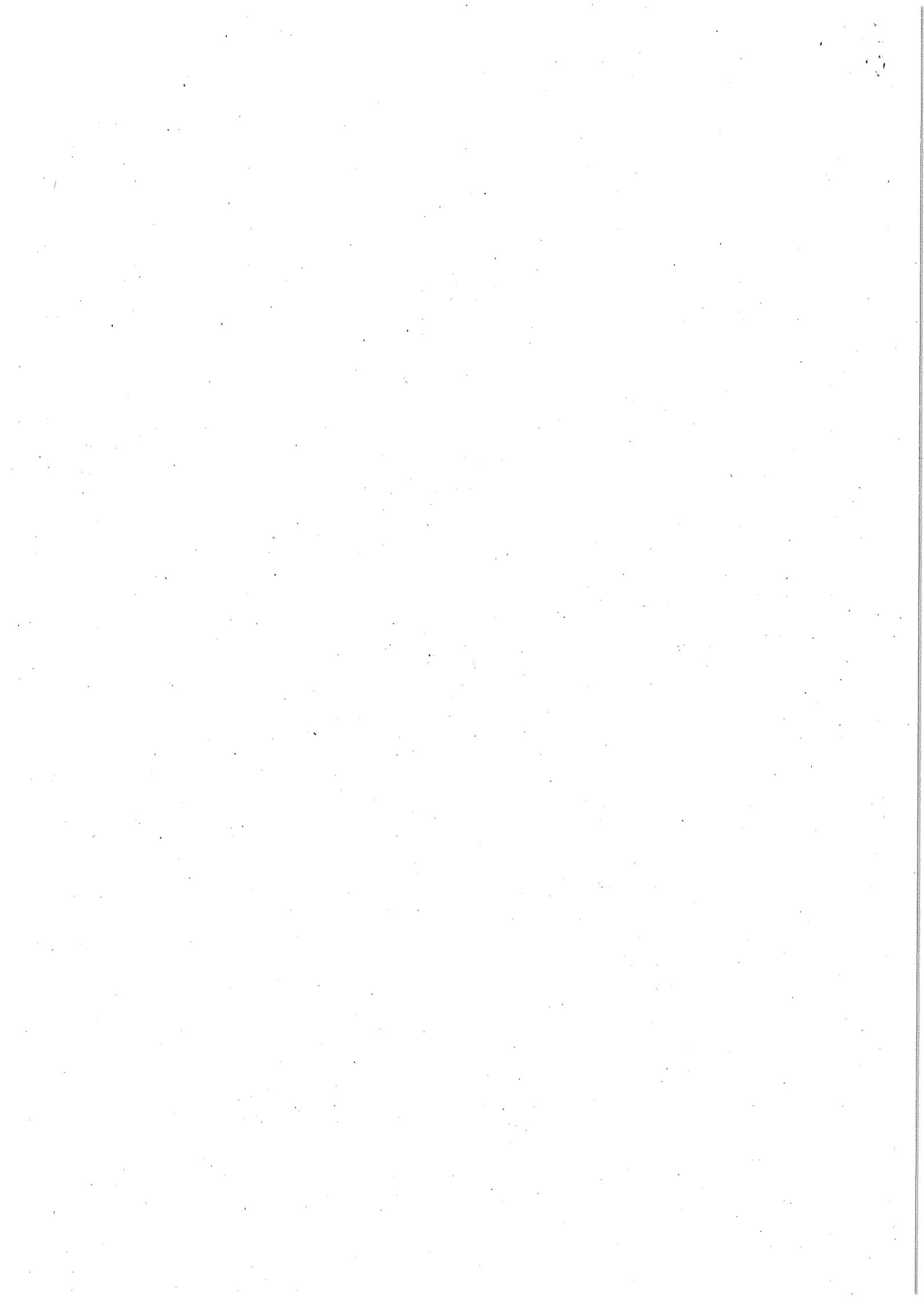
If monitoring is not already in place what arrangements have been made to monitor the effects of the policy on equality and diversity?

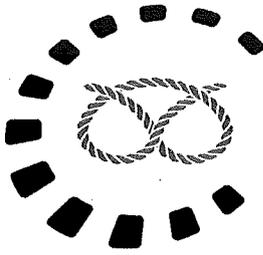
n/a

This equality impact assessment will be published on the SC website.

EIA Form Dated
01/08/2018

Not Protectively Marked





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Data Protection Impact Assessment for the purchase of two Aerial Ladder Platform (ALP) Vehicles and associated support and maintenance packages

A Data Protection Impact Assessment (DPIA) is required under the General Data Protection Regulations (GDPR) when there is likely to result in a high risk to individuals. Publication improves transparency and can increase the public's understanding of how their information is used. (Articles 35 and 36 GDPR)

The DPIA guidance should be read in conjunction with the completion of this DPIA.

Upon completion of the DPIA template the Project Manager and IAO will review, sign off and send a copy to the Data Protection Officer for advice. The DPIA will then be considered and signed off by the Senior Information Risk Officer (SIRO). The SIRO may at this point ask that additional work is carried out or may decline the proposal and not accept any risks identified.

If the DPIA identifies a high risk and measures cannot be undertaken to reduce the risk then there is a requirement for the Data Protection Officer to consult with the Information Commissioner's Office (ICO).

This DPIA should be filled out at the beginning of any major project involving the use of personal data, or if you are making a significant change to an existing process. The final outcomes should be integrated back into the project plan.

Should you have any queries in relation to the Data Protection Impact Assessment Process then please contact the Data Protection Officer.

DOCUMENT CONTROL

System Owner	Business Lead	Information Asset Owner	Project Manager
James Bywater	Sarah Wood	Sarah Wood	Sarah Wood / Matthew Melland

Author	Role	Department
Amy Vukovic	Commercial Business Partner	Commercial Services

Version	Version date	Requester of change	Summary of change(s)
V1	15/12/2021	Amy Vukovic	Populated template

Screening Questionnaire

The following questions are intended to help you decide whether a DPIA is necessary. The DPIA guidance document will assist you during the project lifecycle. Answering 'yes' to any of the following screening questions is an indication that a DPIA is required.

You can expand on your answers as the project develops.

If there is no personal data involved then go to Section 8 – Conclusions.

"Personal data" means any information relating to an identified or identifiable living individual - Section 3(2) of the Data Protection Act 2018.

Does the intended processing of personal information involve any of the following?

	Intended processing	Yes	No
1.	Systematic and extensive profiling with significant effects?		X
2.	Large scale use of sensitive data?		X
3.	Public monitoring?		X
4.	New technologies (processing involving the use of new technologies, or the novel application of existing technologies (including AI)?)		X
5.	Denial of service: decisions about an individual's access to a product, service, opportunity or benefit which is based to any extent on automated decision-making (including profiling) or involves the processing of special category data?		X
6.	Large-scale profiling: any profiling of individuals on a large scale?		X
7.	Biometrics: any processing of biometric data?		X
8.	Genetic data: any processing of genetic data?		X
9.	Data matching: combining, comparing or matching personal data obtained from multiple sources.		X
10.	Invisible processing: processing of personal data that has not been obtained direct form the data subject in circumstances where the data controller considers that compliance with Article 14 of the GDPR would prove impossible or involve disproportionate effort.		X
11.	Tracking: processing which involves tracking an individual's geolocation or behaviour, including but not limited to the online environment.		X
12.	Targeting of children or other vulnerable individuals: the use of the personal data of children or other vulnerable individuals for marketing purposes, profiling or other automated decision-making, or if there is an intention to offer online services directly to children.		X
13.	Risk of physical harm: where the processing is of such a nature that a personal data breach could jeopardise the physical health or safety of individuals.		X
14.	Any other processing which is large scale involves profiling or monitoring, decides on access to services or opportunities or involves sensitive data or vulnerable individuals.		X

Step 1 – Identify the need for a DPIA

Explain broadly what the project aims to achieve and what type of processing it involves. You may find it helpful to refer or link to other documents, such as a project proposal. Summarise why you identified the need for a DPIA.

Step 2 – Describe the processing

Describe the nature of the processing: how will you collect, use, store and delete data? What is the source of the data? Will you be sharing data with anyone? You might find it useful to refer to a flow diagram or another way of describing data flows. What types of processing identified as likely high risk are involved?

Describe the scope of the processing: what is the nature of the data, and does it include special category or criminal offence data? How much data will you be collecting and using? How often? How long will you keep it? How many individuals are affected? What geographical area does it cover?

Describe the context of the processing: what is the nature of your relationship with the individuals? How much control will they have? Would they expect you to use their data in this way? Do they include children or other vulnerable groups? Are there prior concerns over this type of processing or security flaws? Is it novel in any way? What is the current state of technology in this area? Are there any current issues of public concern that you should factor in? Are you signed up to any approved code of conduct or certification scheme (once any have been approved)?

Describe the purposes of the processing: what do you want to achieve? What is the intended effect on individuals? What are the benefits of the processing for you, and more broadly?

Step 3: Consultation process

Consider how to consult with relevant stakeholders: describe when and how you will seek individuals' views – or justify why it's not appropriate to do so. Who else do you need to involve within your organisation? Do you need to ask your processors to assist? Do you plan to consult information security experts, or any other experts?

Step 4 – Assess necessity and proportionality

Describe compliance and proportionality measures, in particular: what is your lawful basis for processing? Does the processing actually achieve your purpose? Is there another way to achieve the same outcome? How will you prevent function creep? How will you ensure data quality and data minimisation? What information will you give individuals? How will you help to support their rights? What measures do you take to ensure processors comply? How do you safeguard any international transfers?

Step 5: Identify and assess risks

Describe the source of risk and nature of potential impact on individuals. Include associated compliance and corporate risks as necessary.	Likelihood of harm	Severity of harm	Overall risk score
	Remote, possible or probable	Minimal, significant or severe	

Step 6: Identify measures to reduce risk**Identify additional measures you could take to reduce or eliminate risks identified as medium or high risk in step 5**

Risk	Options to reduce or eliminate risk	Effect on risk	Residual risk score	Measure approved
		Eliminated, reduced or accepted		Yes/no

Step 7: Sign off and record outcomes

Item	Name/date	Notes
Measures approved by:		Integrate actions back into project plan, with date and responsibility for completion
Residual risks approved by:		If accepting any residual high risk, consult the ICO before going ahead
DPO advice provided:		HIA should advise on compliance, step 6 measures and whether processing can proceed
Summary of DPO advice:		
DPO advice accepted or overruled by:		If overruled, you must explain your reasons
Comments:		
Consultation responses reviewed by:		If your decision departs from individuals' views, you must explain your reasons
Comments:		
This DPIA will be kept under review by:		The DPO should also review ongoing compliance with DPIA

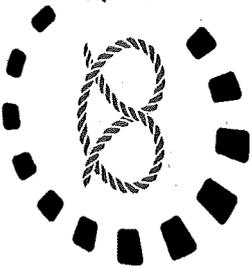
Step 8 - Conclusions

Please provide a summary of the conclusions that have been reached in relation to this projects overall compliance with the DPA. If screening did not require a DPIA please state the reason below and attach a copy of this form to project/contract documentation.

The goods/services that are being procured do not involve the processing of personal data of anyone (i.e. Staffordshire Fire & Rescue nor the general public).

The contract does however have the relevant general Data Protection clauses as would be expected.

Sign-Off Authority	Role	Date	Signature
	Project Manager		
	Information Asset Owner		
	Data Protection Officer		
	Senior Information Risk Owner (SIRO)		



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Appendix A – Calculation of Risk

9.1 Data Protection Principles

1. Fair and Lawful

- Do you need to create or amend a privacy notice?
- If processing on the basis of consent, how will this be collected and recorded?

2. Purpose Limitation

- Does the processing actually achieve your purpose?
- Will the data be used for another purpose?
- How will you prevent function creep?

3. Data Minimisation

- Will you only process the data needed for your purpose?
- How will you ensure and maintain data quality?

4. Accuracy

- How will you ensure data can be corrected or amended?
- Will you ensure data is accurate and up to date?

5. Retention

- Do you have a review, retention and disposal policy?
- Can data be deleted/erased from all Staffordshire Police systems if required?
- Is the retention period necessary and proportionate?

6. Security

- What technical and organisational measures are in place to protect data?
- How will you protect against unauthorised access, alteration or removal of data?
- What training and guidance will be given to staff?
- How would you identify and manage a breach?
- How will systems be tested?

7. Data Subject Rights

- If an individual wishes to exercise their rights, including requesting access to data, or asking for data to be corrected, amended, restricted or deleted then you must have procedures in place to recognise such a request and refer it to the DPO.

Describe the source of risk and the nature of potential impact on individuals, include associated organisation/corporate risk and compliance risk	Likelihood of harm	Severity of harm	Initial Risk	Mitigation/ Solution	Result	Residual Risk
	1 – Highly unlikely 2 – Unlikely 3 – Possible 4 – Likely 5 – Highly likely	1 – Negligible 2 – Minor 3 – Significant 4 – Major 5 – Severe	Very High High Low Very Low	Describe the mitigation and whether it will be implemented	Is the risk: - Eliminated - Reduced - Accepted	Very High High Low Very Low

Likelihood score

Score	Probability		Description
	%	Timeframe	
1. Highly unlikely	0 to 5% chance	1 in 10 years or more	Not foreseen to occur
2. Unlikely	>5 to 10% chance	1 in 5 years	May occur in exceptional circumstances
3. Possible	>10 to 20% chance	1 in 1 year	Realistic chance of occurring
4. Likely	>20 to 50% chance	1 in 6 months	Will probably occur
5. Highly Likely	>50% chance	1 in 3 months or less	Expected to occur or occurs regularly

Impact Score

Score	Financial/other enablers	Operational	Public Confidence/Reputational
1. Negligible	0 to <0.1% of budget/cost savings and / or Negligible impact on modern policing key activity delivery	0 to 0.5% shift in key: 1. Early Intervention measures 2. Supporting victims and witness measures 3. Managing offenders measures and/or Negligible impact on key operational activity delivery	0 to 0.5% shift in: 1. Levels of Satisfaction 2. Feelings of safety 3. Fair and respectful treatment and/or Low level localised media interest and/or Minor impact on key public confidence activity delivery

<p>2. Minor</p>	<p>>0.1 to 0.5% of budget/cost savings and/or Minor impact on modern policing key activity delivery</p>	<p>>0.5 to 2.5% shift in key: 1. Early Intervention measures 2. Supporting victims and witness measures 3. Managing offenders and/or Minor impact on key operational activity delivery</p>	<p>>0.5 to 2.5% shift in: 1. Levels of Satisfaction 2. Feelings of safety 3. Fair and respectful treatment and/or No external reputational impact and/or Negligible impact on key public confidence activity delivery</p>
<p>3. Significant</p>	<p>>0.5 to 2% of budget/cost savings and/or Significant impact on modern policing key activity delivery</p>	<p>>0.25 to 5% shift in key: 1. Early Intervention measures 2. Supporting victims and witness measures 3. Managing offenders and/or Significant impact on key operational activity delivery</p>	<p>>0.25 to 5% shift in: 1. Levels of Satisfaction 2. Feelings of safety 3. Fair and respectful treatment and/or Some negative regional media coverage or public/political concern and/or Significant impact on key public confidence activity delivery</p>

<p>4. Major</p>	<p>>2 to 4% of budget/cost savings and/or Major impact on modern policing key activity delivery</p>	<p>>5 to 10% shift in key: 1. Early Intervention measures 2. Supporting victims and witness measures 3. Managing offenders measures and/or Major impact on key operational activity delivery</p>	<p>>5 to 10% shift in: 1. Levels of Satisfaction 2. Feelings of safety 3. Fair and respectful treatment and/or 1. Long term regional media coverage or public/political concern 2. Limited national media coverage or public/political concern and/or Major impact on key public confidence activity delivery</p>
<p>5. Severe</p>	<p>>4% of budget/cost savings and/or Severe impact on modern policing key activity delivery</p>	<p>>10% shift in key: 1. Early Intervention measures 2. Supporting victims and witness measures 3. Managing offenders measures and/or Severe impact on key operational activity delivery</p>	<p>>10% shift in: 1. Levels of Satisfaction 2. Feelings of safety 3. Fair and respectful treatment and/or 1. Loss of credibility in organisation 2. International media coverage 3. Public enquiry and/or Severe impact on key public confidence activity delivery</p>

