

EAST AYRSHIRE COUNCIL

GOVERNANCE AND SCRUTINY COMMITTEE - 20 NOVEMBER 2009

REVIEW TOPIC - VEHICLE TRACKER SYSTEM

Report by the Depute Chief Executive/Executive Director of Corporate Support

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present for approval the updated scoping paper and the amended Work Review Programme relative to the review topic - "Vehicle Tracker System", which has been selected for review in 2009/2010.

2. BACKGROUND

- 2.1 This Committee, at its meeting on 15 March 2009, approved the scoping papers and the annual programme timetable for reviews to be carried out during 2009/2010, including the review topic "Vehicle Tracker System".

3. AMENDED SCOPING PAPER

- 3.1 The proposed amended scoping paper setting out the objectives, desired outcome, terms of reference and so on, for this review, is provided at Appendix 1, for consideration by Committee.

4. WORK PROGRAMME

- 4.1 A presentation on the Vehicle Tracker System will be made to members of the Governance and Scrutiny Committee on 20 November 2009. Thereafter, the proposed timetable to progress the review through its various stages is provided at Appendix II, for consideration by Committee.

- 4.2 Subject to approval of the proposed Work Programme, detailed arrangements relative to the various stages of the review will be appropriately intimated to members of the Committee.

5. FINANCIAL/ LEGAL/ POLICY/ COMMUNITY PLANNING/ RISK IMPLICATIONS - Nil.

6. RECOMMENDATION

- 6.1 It is recommended that the Committee:-

- (i) Approve the updated scoping paper for this review, as set out in Appendix I;

- (ii) Approve the Work Programme as set out in Appendix II, whilst recognising that the Programme may be subject to adjustment as the review progresses through its various stages; and
- (iii) otherwise, to note the terms of the report.

Elizabeth Morton
Depute Chief Executive/
Executive Director of Corporate Support

SN/FM

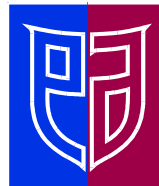
13 November 2009

LIST OF BACKGROUND PAPERS

Nil

Any person wishing further information on this report should contact Bill Walkinshaw, Head of Democratic Services on Telephone Number (01563) 576135.

Implementation Officer: Stuart Nelson, Administrative Officer.



EAST AYRSHIRE COUNCIL

GOVERNANCE & SCRUTINY PROJECT PLAN TEMPLATE (UPDATED)

VEHICLE TRACKER SYSTEM

REVIEW TOPIC:

Vehicle Tracker System

OBJECTIVES:

To assess the performance and the key outcomes of the Council's use of the Vehicle Tracker System.

DESIRED OUTCOMES:

- (1) To assess the impact of the introduction of the Masternaut System including an appraisal of benefits and identification of options for future consideration.
- (2) The identification of benefits and costs for future roll-out of the system to other areas within the Council.
- (3) To review all previous Action Plans and consolidate action for future consideration

TERMS OF REFERENCE:

- Assess the impact and progress of all previous reviews of the system;
- Ensure that the software product is meeting the Services' expectations;
- Identify how the product can be used to its full potential in respect of the management and effective use of resources within the Council;

KEY ISSUES:

Assessment of the benefits of the Vehicle Tracker System

RISKS:

Nil arising from this review

ORIGINAL TIMESCALE:

START: November 2008

FINISH: March 2009

REVISED TIMESCALE

START: November 2009

FINISH: April 2010

INFORMATION REQUIREMENTS AND SOURCES:

Documents/Evidence

- Invitation to tender for Vehicle Tracker System/specification of the Masternaut Traffic Management System;
- Previous reports on the review of the system: (Reports by Executive Director of Neighbourhood Services and John Clayton) and report by the Executive Director of Neighbourhood Services to the Corporate Management Team on 25 June 2009.

Witnesses

Executive Director of Neighbourhood Services

Relevant Executive Directors and Heads of Service

Head of Building and Works

Head of Roads and Transportation

Procurement Officer

Representative of Masternaut, if required.

Consultation/Research

OFFICER SUPPORT:

Malcolm Roulston, Head of Information Technology

TARGET BODY FOR REPORT: (Cabinet/Council)

Cabinet

GOVERNANCE AND SCRUTINY COMMITTEE

WORK REVIEW PROGRAMME FOR PROJECT 3 - VEHICLE TRACKER SYSTEM (MASTernaut TRAFFIC MANAGEMENT SYSTEM)

	Week 1 W/C MON 16 NOVEMBER 2009	Week 2 W/C MON 23 NOVEMBER 2009	Week 3 W/C MON 30 NOVEMBER 2009	Week 4 W/C MON 7 DECEMBER 2009	Week 5 W/C MON 14 DECEMBER 2009	Week 6 W/C MON 21 DECEMBER 2009	Week 7 W/C MON 28 DECEMBER 2009	Week 8 W/C MON 4 JANUARY 2010
MON	16	23 Issue core documents: <ul style="list-style-type: none"> • Invitation to tender for Vehicle Tracker System • Specification of the Masternaut Traffic Management System • Reports on the Review of the System 	30	7 Begin consultation/research <ul style="list-style-type: none"> • Internal Users • Benchmarking with Family Authorities and Health Service 	14	21	28	4
TUES	17	24	1	8	15	22	29	5
WED	18	25	2	9	16	23	30	6
THURS	19	26	3	10	17	24	31	7
FRI	20 Governance & Scrutiny Committee - Presentation to Members of the Committee by the appropriate Executive Director/ Representative	27	4	11	18	25	1	8 Consultation ends

GOVERNANCE AND SCRUTINY COMMITTEE

WORK REVIEW PROGRAMME FOR PROJECT 3 - VEHICLE TRACKER SYSTEM (MASTernaut TRAFFIC MANAGEMENT SYSTEM)

	Week 9 W/C MON 11 JANUARY 2010	Week 10 W/C MON 18 JANUARY 2010	Week 11 W/C MON 25 JANUARY 2010	Week 12 W/C MON 1 FEBRUARY 2010	Week 13 W/C MON 8 FEBRUARY 2010	Week 14 W/C MON 15 FEBRUARY 2010	Week 15 W/C MON 22 FEBRUARY 2010	Week 16 W/C MON 1 MARCH 2010
MON	11 Site Visits	18 Issue analysis of consultation responses to Elected Members	25 Final meeting with Members/internal witnesses to formulate conclusions/ recommendations	1	8	15 Draft outcome report issued to Members of the Governance & Scrutiny Committee and consultees for comment	22	1
TUES	12	19	26	2	9	16	23	2
WED	13	20	27	3	10	17	24	3
THURS	14	21	28	4	11	18	25	4
FRI	15	22	29	5	12	19	26	5 Lodgement of outcome report for Governance & Scrutiny Committee

GOVERNANCE AND SCRUTINY COMMITTEE

WORK REVIEW PROGRAMME FOR PROJECT 3 - VEHICLE TRACKER SYSTEM (MASTERNAUT TRAFFIC MANAGEMENT SYSTEM)

	Week 17 W/C MON 8 MARCH 2010	Week 18 W/C MON 15 MARCH 2010	Week 19 W/C MON 22 MARCH 2010	Week 20 W/C MON 29 MARCH 2010	Week 21 W/C MON 5 APRIL 2010	Week 22 W/C MON 12 APRIL 2010	Week 23 W/C MON 19 APRIL 2010	Week 24 W/C MON 26 APRIL 2010
MON	8	15	22	29	5	12	19	26
TUES	9	16	23	30	6	13	20	27
WED	10 Governance & Scrutiny Pre-Agenda Meeting	17	24	31	7	14	21 Outcome report to be considered by Cabinet	28
THURS	11	18	25	1	8 Lodgement of outcome report for Cabinet	15	22	29
FRI	12 Issue Agenda for Governance & Scrutiny Committee	19 Governance & Scrutiny Committee consideration of outcome report	26	2	9	16	23	30