

		AGENDA ITEM 6
		EDE/09/11
Committee:	Economic Development and Environment Policy & Scrutiny Committee	
Date:	17 March 2011	
SCRUTINY REVIEW ON THE AUTOMATIC VEHICLE LOCATION SYSYTEM		
Enquiries to:	Christine Sharland, Governance Officer 01245 430450 Christine.sharland@essex.gov.uk	

Following the Committee's meeting in December 2010 (Minute 66) the Chairman approached Councillor Hume, the Cabinet Member for Highways and Transportation for information on the timetable for the decision on bus telematics, and an explanation on AVL. Subsequently Councillor Hume was invited to attend this meeting to give a presentation on the proposals for AVL, and answer Members' questions.

The objective of the scrutiny review is:

'To review the business case for the future development of Automatic Vehicle Location (AVL) that may replace the existing Bus Telematics system prior to a formal decision being reached by the Council.'

The scoping document for this review was submitted to the Committee in February 2011 (Minute 9) and is reproduced at Appendix A to this report.

A briefing paper prepared on behalf of the Cabinet Member's behalf is attached at Appendix B. The

Action required by the Committee:

With reference to the scoping document that sets out a number of issues to be addressed by the Committee today, Members are requested to consider the information now submitted by the Cabinet Member.

**Draft Scoping Document for
Scrutiny Review on Automatic Vehicle Location**

Committee	Economic Development and Environment Policy and Scrutiny Committee	
Topic	Automatic Vehicle Location (AVL)	Ref: EDE-SCR-26
Objective	To review the business case for the future development of Automatic Vehicle Location (AVL) that may replace the existing Bus Telematics system prior to a formal decision being reached by the Council.	
Reasons for undertaking review	The Committee has conducted a scrutiny review on Bus Telematics in Essex (Minute 46/September 2010 refers) and Members have raised concerns about that system. As a business case for its replacement with AVL is now under consideration by the Council and its partners, Members have indicated on several occasions that they want the opportunity to consider the proposals that are now being taken forward. There are differences between the services that may be developed through AVL and the existing bus telematics system, and the Committee will scrutinise if further investment in those services will yield benefits for Essex residents.	
Method	Full Committee	
Membership	Full Committee	
Issues to be addressed	What is Automated Vehicle Location (AVL)? What is the business case for AVL including a comparison of the differences between what is being proposed, and the existing bus telematics system? What are the costs and risks associated with AVL? How will they be addressed?	

	What are the governance arrangements for the consideration and approval of the business case for AVL, the final decisions that will be taken on whether or not to develop AVL in Essex, the tender process, and a final contract? What is the timescale for the consideration of the proposals?
Sources of Evidence and witnesses	Commission briefing paper Councillor Hume, Cabinet Member for Highways and Transportation Passenger Transport Officers
Work Programme	Committee meeting - 17 March 2011
Equality and Diversity	As and when any relevant equality and diversity issues are identified during the course of the review, they will be taken into account as appropriate.
Indicators of Success	Evidence that full consideration has been given by the Executive to the matters highlighted by the Committee in its original scrutiny review on Bus Telematics, and any recommendations that it may make on AVL are taken into account as part of the decision making process.
Meeting the CfPS Objectives • <i>Critical Friend Challenge to Executive</i> • <i>Reflect Public voice and concerns</i> • <i>Own the scrutiny process</i> • <i>Impact on service delivery</i>	Arising from its ongoing interest in bus telematics the Committee will continue to fulfil its role of critical friend to the Executive by scrutinising the Council's proposals for the delivery of associated highway services in the future. Having already published a scrutiny report on Bus Telematics, the Committee will reflect upon the views of witnesses in scrutinising the latest proposals for AVL.
Date agreed by Committee	
Future Action	

Governance Officer	Christine Sharland	Committee Officer	Ian Myers
Service Lead Officer(s)	Robbie Watson-Levey, Sustainable Travel Team Manager, Passenger Transport (Highways), and Sonya Sparks, Intelligent Travel Information Development Manager		

Briefing paper prepared on behalf of the Cabinet Member for Highways and Transformation for the Economic Development and Environment Policy & Scrutiny Committee meeting on 17th March 2011

Scrutiny Review on the Automatic Vehicle Location system

Introduction

The outline business case proposed to introduce an Automatic Vehicle Location system covering all buses operating on local services in Essex, Southend and Thurrock, resulting in the existing Real Time Passenger Information System no longer being required, but utilising as much of the existing infrastructure as possible. Under the new system, each bus will be fitted with an electronic ticket machine that will transmit its location by an on-board Global Positioning System (GPS) back to a core system. The advantages of this proposal are wide and include financial benefits and added functionality.

A tender process has begun through the OJEU (Official Journal of the European Union), to purchase a core system. The notice was advertised in the OJEU on 2nd December 2010 with the initial stage, the Pre-Qualification Questionnaire (PQQ), closing on 24th January 2011. The PQQ is now being evaluated and the tender is expected to be sent out to successful respondents in March 2011. The potential suppliers will have until the end of April 2011 to respond to the tender.

If the contract is awarded operators will install all of the 1000 buses in Essex, Southend and Thurrock with electronic ticket machines that have ITSO/Smartcard readers and are fitted with automatic vehicle locators (GPS), giving 100% live tracking information across the fleet. The core system will extract the automatic vehicle location information from all the buses. The data will be used not only to give live bus location information to on-street displays, mobile phones and the internet, but to also automate the capture of journey information, allowing it to be used by both the operator and the local authority. The journey data will enable both the authority and bus operator to improve the punctuality of services and monitor traffic flow together with reporting a true account of passenger use and concessionary fare information.

The duration of the contract will be 10 years with further extensions of up to 4 years to align with the Highway Strategic Transformation contract. This length of contract allows for the best value to be realised by the local authorities as the core provider and funding partners will be committed to the period to develop and maintain the system and therefore the core provider is expected to price accordingly.

A summary of the Outline Business Case (document submitted to Governance Boards between August and October 2010)

Introduction

The purpose of this Outline Business Case is to seek approval to commence a tender exercise for the procurement of an Automatic Vehicle Location system (AVL) for buses operating on local services. The AVL system will track all buses in Essex, Southend and Thurrock and the data from this will be used not only to give live bus location information, but to also automate the capture of passenger and journey information, allowing it to be used in a wide variety of ways.

History

Essex County Council, as lead authority, Southend Borough Council and Thurrock Council are partners in the provision of real time passenger information and pay all of the costs of the system. Southend and Thurrock support the project and are committed to it but decisions to remain partners cannot be made until the end of the tender process. Other local authorities have been contacted and discussions have taken place to increase the number of partners and make the project more cost effective.

Essex County Council commissioned W S Atkins to provide a real time system via the SA2000 contract, the system is provided by Trapeze ITS (formerly Siemens VDO) and Siemens provide the maintenance on behalf of Trapeze ITS. The real time system was introduced in 1999. Currently there are no signed contracts between the funding partners and the operators, for real time provision, the real time provider and the funding partners, or between the funding partners themselves (although legally as money is being exchanged for goods or services, precedence is in place).

In 2008 a “value for money” exercise took place and established Trapeze ITS was offering value for money within the real time market. However, attempts to re-state the contract ended when Trapeze ITS would not accept the specification the partners required, and the cost of their alternative proposal meant that a competitive tender process had to be entered into.

The Economic Development and Environment Policy and Scrutiny Committee have inspected the real time provision and this proposal supports their recommendations.

Issues

On-street display signs

- *It is not possible to give the public details of bus failures or explain why an expected arrival time disappears from the signs.*
- *No bus access information can be displayed on sign e.g. low-floor.*
- *The signs will not be supported when they reach 10 years old.*

Base Stations (the Radio Network)

- *Signals are lost when a bus is not within a base station footprint.*
- *If signs are located in areas between footprints they will never receive a signal.*

- *British Telecommunications will not support copper wiring used in our base stations from 2012.*
- *Ofcom have advised that from 2012 the radio signal used will be subject to interference.*

Atkins Office (Core System)

- *The core system is at capacity.*
- *British Standards have not been implemented despite the partners request to do so.*
- *Development of live information to modern technology e.g. mobile phones would be very costly.*
- *The proprietary system means any development is costly.*

Depots (bus operator garages)

- *If a depot does not have wireless transmission, manual downloading has to be performed on each bus, each month.*
- *Only one operator has despatch and statistic terminals to interpret data. Capacity issues prevent additional terminals.*

IBIS Units (on-bus interface)

- *IBIS2 units can take 10 minutes each to manually download each month.*
- *IBIS2 will not be supported after 2012.*
- *Two points of log-on (ticket machine and real time passenger information interface) does not address log-on reluctance by drivers.*

Options Considered

Do nothing

If nothing is done the system will gradually degrade to the point that the public will lose confidence in the degraded information and the system will be turned off. This could jeopardise the investment of the last 10 years as there is no guarantee that the system would turn back on again.

IBIS2 units will not be supported after 2012 and on-street display signs and IBIS+ units when they reach 10 years old. Radio signals will be marred by interference from 2012 and copper wiring will no longer be supported from that date also.

Maintain current position

A replacement programme for IBIS2 would need to be put in place immediately. An ongoing programme would need to be budgeted to replace or upgrade on-street display signs and IBIS+ units when they reached 10 years old.

The interference of signals from 2012 would need to be addressed by a costly process of visiting each on-street sign, on-bus interface and base station to manually change the bandwidth. However, this would not address the signal coverage issues or the support of the copper wiring.

Capacity Issues would also not be addressed. In 2013 the SA2000 contract will come to an end and a new provision for real time will need to be entered into.

Do something

Options explored were:

- Join a neighbouring authority
 - Only Cambridge and Suffolk could potentially enter into an arrangement. However Cambridge has a complex consortium relationship and a potentially costly modular expansion model. Suffolk's system is infantile and unproven and there are financial issues surrounding their provider.
- Commission SA2000 to procure a system on behalf of the partners
 - SA2000 see no value in this approach.
- Maintain the current position until Highways Strategic Transformation (HST)
 - The option was considered but real time has now been removed from the HST tender document.
- Essex County Council directly procure on behalf of partners
 - This is the preferred option

Procure directly

On-bus Electronic Ticket Machine (ETM)

It is proposed to develop, with the core provider, an ETM with ITSO/Smartcard capability, an automatic vehicle locator (GPS) and real time capability. The government is currently offering an additional levy on the Bus Service Operators Grant if an operator has this standard of equipment.

With the Bus Service Operators Grant additional claim and the possibility of a partial grant by the funding partners, most of the purchase cost of the ETM will be covered. The aim is to have all 1000 buses in Essex, Southend and Thurrock fitted with this equipment and the operators to take over the maintenance, installation and de-installation costs currently paid by the funding partners.

Radio Network Improvements

It is proposed to introduce ADSL (broadband) lines to replace the copper wires, change the sub-band and add a variation device for future eventualities. Truncating the system will allow for overlapping footprints, eliminate "black spots" and reduce base stations from 12 to 6.

The Core System

It is proposed to tender for a hosted system so that data belongs to and is useable by the funding partners and that information is web-based allowing for access on any web-enabled computer. Capacity would be future proofed and TransXchange, the national standard for the provision of electronic bus registrations, would be introduced for ease and speed of timetable input.

On-Street display signs and Bus priority at junctions (TAE)

On-street signs will not be removed but the new provider will be asked to replace the internal workings within the outer casings. The specification will include the necessity to work with the existing TAE's and allow for future instalments when identified.

Resolving the issues

- *The ETM's will allow for the introduction of a Smartcard/Oyster system in Essex which will be acceptable on all buses.*
- *Small operator's participation, operator "buy-in" and the encouragement of reluctant operators.*
- *Driver voice communications and on-bus stop announcements may be developed in the future by the operator or local authority.*
- *Operators will maintain their own equipment and the partners will no longer pay for it.*
- *TransXchange (the Government preferred method of automating the input of timetables) will speed up inputting of timetable information and ensure the integrity of the information.*
- *Development of live bus information on other formats.*
- *Bandwidth changed to resolve interference and copper wiring replaced.*
- *Improved "future proof" capacity.*

Benefits to be realised

- *Accurate Concessionary Fare information.*
- *100% live bus information will enable:*
 - *Automated bus punctuality monitoring*
 - *Targeted Capital spend*
 - *Route improvements*
 - *Traffic flow monitoring*
 - *Live information for all services on on-street displays*
- *Direct contractual relationship with supplier including Key Performance Indicators and Service Level Agreements.*
- *Long term reduction of costs from an "invest to save" model.*
- *A "future proofed" system.*
- *Re-use of existing infrastructure.*

Partnerships

The current partners for the Real Time Passenger Information system are:

Essex County Council – lead partner and 80.8% cost bearers

Southend-on-Sea Borough Council – 10.9% cost bearers

Thurrock Council – 8.3% cost bearers

(Percentages were calculated using the population figures for each partner as detailed in the Municipal Yearbook when the partners first entered into the project).

A partnership agreement exists but has never been signed by the partners. Essex County Council's legal department have confirmed that as money has been exchanged for services, precedence is in place.

Because the new Automatic Vehicle Location system is a web based system, access will be available for anyone with a computer connected to the internet who has been given permissions. This allows for the possibility of expanding the partners to include not only neighbouring authorities but also those in a similar situation to Essex County Council even if they are not adjoining.

During this year discussions have taken place with Brighton & Hove Council, Southampton City Council and Portsmouth Council regarding their possible inclusion in the partnership. Warrington Council, Suffolk Borough Council and Belfast City Council have also been listed on the tender as possible potential partners in the future, although it is impossible for any of the partners to confirm their involvement until the tender process has completed and the price is known.

A new agreement will be drawn up in conjunction with all participating partners. As the scale of the project increases the costs will decrease because of bulk buying powers and the contribution payable by Essex County Council should reduce.

The proposal has already been discussed with bus operator participants of the current Real Time Passenger Information system, including First Group, TGM and Arriva, and there is enthusiasm for it. The Automatic Vehicle Location system project will be a big change for some of the bus operators, submission of timetables by Electronic Bus Service Registration will reduce inputting time enormously (currently performed by Atkins) and will give operators the reassurance that their service data will not be changed manually after they have submitted it. A newsletter is being developed to go out to all operators to give them an insight of the project, to allow them to raise concerns and comments at an early stage and to start thinking about what adjustments their company needs to make.

Data Working Groups are already being held with the largest operators to discuss the issues, resolve them and move towards Electronic Bus Service Registration. It is intended that additional operators will be involved in the group to widen the viewpoint and ensure all of the operators' issues are considered and resolved.

Partnership agreements for the new system will be signed by each operator as they join the project.

Costs

The Automatic Vehicle Location system project has been included in the Budget Book for future years.

	Capital	Revenue
2011/12	228,446	690,220
2012/13	958,098	Revenue requirements will be raised in the 2012/13 budget setting process.
2013/14	949,000	
2014/15	408,061	
2015/16	151,378	

Funding

Discussions are ongoing with the EU & External Funding team within Essex County Council who are investigating possible external funding sources for this project, including the European Regional Development Fund Competitiveness Programme. Meetings have also taken place with Colchester Borough Council as to how the EU funding that they are bidding for can be used to improve passenger information and contribute to the Automatic Vehicle Location system project. Southend Borough Council are already partners in BAPTS (Boosting Advanced Public Transport Systems – an EU funded project) and it may be possible to utilise their contacts and lessons learnt in the project.

The funding partners currently pay for all of the system including on street displays installation and maintenance, on bus equipment installations, de-installations and maintenance, the core system and all depot equipment installation and maintenance (including terminals and Wireless LAN points). The operators pay for a private phone line between their depot and Threadneedle House, if they operate a data terminal.

If the Automatic Vehicle Location system is given the go-ahead the costs are expected to be re-distributed as follows:

Current: Real Time Passenger Information system

On bus equipment purchase	Funding Partners
On bus equipment installation	Funding Partners
On bus equipment de-installation	Funding Partners
On bus equipment maintenance	Funding Partners
Data terminals	Funding Partners
Wireless LAN	Funding Partners
Core system	Funding Partners
Communications Network	Funding Partners
On street displays	Funding Partners

Proposed: Automatic Vehicle Location system

On bus equipment purchase	Operator/Funding Partners
---------------------------	---------------------------

On bus equipment installation	Operator
On bus equipment de-installation	Operator
On bus equipment maintenance	Operator
Data terminals	None (available over the internet)
Wireless LAN	Funding Partners
Core system	Funding Partners
Communications Network	Funding Partners
On street displays	Funding Partners

Benefits of the new system

The scoping exercise has raised many issues and items that are important in a new system. The proposal addresses all of the following issues and concerns:

- Small operator inclusion – the new system allows all bus operators to participate not just the larger operators, as currently.
- Operator “buy-in” – provides a system that involves the operators and benefits them.
- Voice communication with driver – the specification will be drawn up to include voice communications as an additional extra that the operators can develop within the new system.
- Operator equipment maintenance – currently the partners pay for all maintenance to all equipment. The proposed system will incorporate the on-bus equipment within the ticket machine and maintenance responsibility for it will be the operators.
- Encouragement of reluctant operators – the new system will encourage operators’ participation as they will be able to claim the enhanced Bus Service Operators Grant annually.
- TransXchange – currently operators submit their information and it has to be manually entered into the system, a process that can introduce errors. The specification of the new system will stipulate timetable information be submitted by TransXchange, the national standard for the provision of electronic bus registrations. The information can then be used from this format, negating the need to re-enter it.
- Automatic downloading to on-bus equipment – the proposal is for all on-bus units to be replaced and depot equipment be installed to allow automatic downloading.
- Smartcards – the proposal allows for Smartcard introduction in the County in the future and the usage of Smartcards from our bordering authorities, like Oyster, to be used immediately. Concessionary passes will also be recorded with immediate effect.
- Bus location information in other formats – the proposed system will allow for the bus location information to be available on mobile phones, the web and other third party displays, including i-kiosks.
- On-bus facilities – within the specification the supplier will be asked to provide for the provision of a system of visual and verbal on-bus equipment to tell and show passengers where they are.

- Improved capacity – the new system will have increased capacity and will accommodate any expansion in the future.
- Sub Band 3 changes – the radio improvements will change the bandwidth resolving the interference issue prior to 2012.
- Copper wiring replacement – the radio improvements will result in the replacement of copper wiring prior to 2012.

Additional benefits to be realised

There are benefits from the proposal. These include:

- Accurate Concessionary Fare information collection which will assist in the re-imbursement to operators.
- The capture of electronic journey information will improve bus punctuality monitoring whilst reducing the cost of collecting this information. Currently where there is no on-bus equipment, manual observations are performed by both the local authority and the bus operator. These manual observations would no longer be necessary when all buses are equipped with GPS enabled electronic ticket machines and their journeys and timings tracked.
- The provision of accurate live passenger information to on-street display signs, mobile devices, the internet and third party applications for up to 100% of services.
- The capture of journey information will enable the funding partners to target Capital spend for road and traffic improvements and operators to improve or modify routes.
- The funding partners will have a direct contractual relationship with the supplier and will have Service Level Agreements and Key Performance Indicators with them. This will ensure the delivery of an excellent, value for money service which the partners will be able to enforce directly.
- The proposal will deliver an “invest to save” model which sees a long-term reduction of costs and a movement from a real time only system to a vehicle location system which has far wider reaching possible uses.
- The proposed system will be a forward looking system which will encompass a “future proofing” model.
- The existing on-street display signs will be reconfigured to be re-used for a further 10 years+.
- The local authorities have a duty to comply with the Traffic Management Act 2004 to ensure the flow of traffic. This proposal would introduce a permanent, constantly monitored survey fleet of 1000 vehicles to provide data about traffic flow allowing for the targeting of funds to specific problem areas. This traffic flow tool could be used by Traffic Planners, Local Bus teams, Strategy Planners and installers of roadside infrastructure.
- An invest to save model over the duration of the contract when compared with existing system.

Recommendations from previous Task and Finish Group

A number of recommendations were made by the Task and Finish Group in March 2009.

Recommendation 1

That the ongoing development of an effective Bus Telematics system across Essex be supported.

Action Taken:

- A clear management structure and stakeholder engagement processes have been put in place.
- A scoping exercise has taken place to look at developments within the Real Time field and establish possible ways forward for Essex and its partners.

Recommendation 2

That the shortcomings of the current system, as identified by the Group and highlighted in the scrutiny report, be addressed in the way that changes are implemented in the future delivery of bus Telematics and RTPI.

Action Taken:

In response to the specific shortcomings highlighted in the report:

- ***Duplication of effort and opportunity for errors in the way that data is input into a centralised system:*** A Data Working Group has been established to work towards the implementation of TransXchange, the national standard for the provision of electronic bus registrations. An interim system is being developed, specifically for Essex, to facilitate operators in providing electronic timetable and route description data directly into the RTPI system ahead of the TransXchange rollout.
- ***Lack of effective co-ordination of resources between partners:*** Contractual arrangements between the partners are to be formalised as part of the tender process (including funding arrangements). However, better communications have been established with the partners including regular Strategic Funding Partner meetings.
- ***Telematics equipment is managed and maintained by the Councils' contractors so that bus operators have little responsibility for its reliability:*** The Automatic Vehicle Location system will see the transferral of on-bus equipment from the responsibility of the Local Authority to the bus operator.
- ***Management data is produced centrally and bus companies cannot interrogate the system to produce the specific data that they require:*** The Automatic Vehicle Location system will be accessed via the internet allowing all operators with a computer to access the system whenever they choose to. The tender will specify that data should be available to operators and will be secure.

- ***The quality of information provided at bus stops on electronic signs is inconsistent across the county:*** The current system is based on an analogue radio system, which is at capacity, and therefore it is not possible to greatly increase the number of signs, buses and routes logged onto the system. Utilising an alternate communications method whilst updating the analogue radio system is a high priority in the tender. The Automatic Vehicle Location system will also allow for the development of a sustainably powered sign that can be rolled out in rural areas. The Automatic Vehicle Location system will also make live bus information available on the internet and mobile phones.

Recommendation 3

That, given the lack of historical information on bus Telematics in Essex, measures be taken to ensure regular performance monitoring in the future.

Action Taken:

- A range of performance measures have been implemented for the RTPi system and are monitored to the funding partners at the monthly Strategy Group meetings. These meetings are attended by the three funding partners and Atkins. Measures which are currently being reported include:
 - Inventory of bus units installed
 - Performance of up to date data being loaded onto bus units
 - Performance of bus drivers logging onto system
 - Number of faults with on-board bus units and time performance in rectification
 - Data download success rate to bus stop signs
 - Review of risks

As part of the tender process operators will sign up to key performance indicators and service level agreements.

It should be noted that we have been hampered with progress due to there being no formal contractual arrangements in place.

Recommendation 4

That consideration be given to devolving an appropriate level of responsibility to bus operators for the delivery of bus telematics.

Action Taken:

We have instigated the transfer of responsibility with the bus operators entering their own timetable and route data.

Whilst there have been ongoing improvements made to the system it has been crucial to engage more closely with the bus operators, particularly to those staff who are involved

in the provision of data. To better engage and achieve greater 'buy in' from bus operators, a regular bi-monthly meeting structure has been established known as the Data Working Group.

The Automatic Vehicle Location system will require operators to enter timetable and route data in an electronic format and this data will then be used, from the original submission, not only in the provision of live bus information but also by Traveline (the national public transport information service) and in the production of written timetable information.

Recommendation 5

That, in recognition of the fact that the RTPI facilities provided in urban settings may not necessarily be suitable for rural locations as well as differences in passenger demands, consideration be given to diversifying the methods for providing RTPI e.g. transmitting information via mobile telephones, internet, SMS.

Action Taken:

The current RTPI provider system is propriety system and therefore we are limited in the methods and means of information dissemination. It is only possible at the current time for people to receive scheduled timetable information for Essex bus on mobile telephones and not real time, however, with the Automatic Vehicle Location system live bus information will be available on mobile phones, the internet, SMS, i-kiosks and any other location deemed appropriate. This will reduce the need for roadside displays in small communities as live bus information will be available at all 7690 bus stops in Essex, if the passenger has a mobile phone.

Recommendation 6

That, to ensure that there is greater clarity in the roles and responsibilities of partners in bus Telematics, all partners be required to enter into formal agreements that may be monitored in terms of performance and, if necessary, be capable of being terminated where a partner is not fulfilling their responsibilities.

Action Taken:

A series of consultation meetings has been completed with the bus operators to identify and agree the respective responsibilities of each party involved in the RTPI system. This will be included in the formal partnership agreements.

A new agreement will be drawn up in agreement with all participating funding partners following completion of the tender exercise and confirmation of their commitment.

Recommendation 7

That the capital and revenue budgets for the bus Telematics project are brought together under one Manager in the Passenger Transport Group, and adequate resources be allocated to manage the delivery of RTPI in Essex.

Action Taken:

From April 2009 the management of both the RTPI capital and revenue budgets was brought together within the Passenger Transport Group. In November 2009 Sonya Sparks was appointed as the Project Manager to take on responsibility for supporting RTPI within Essex including monitoring the budget.

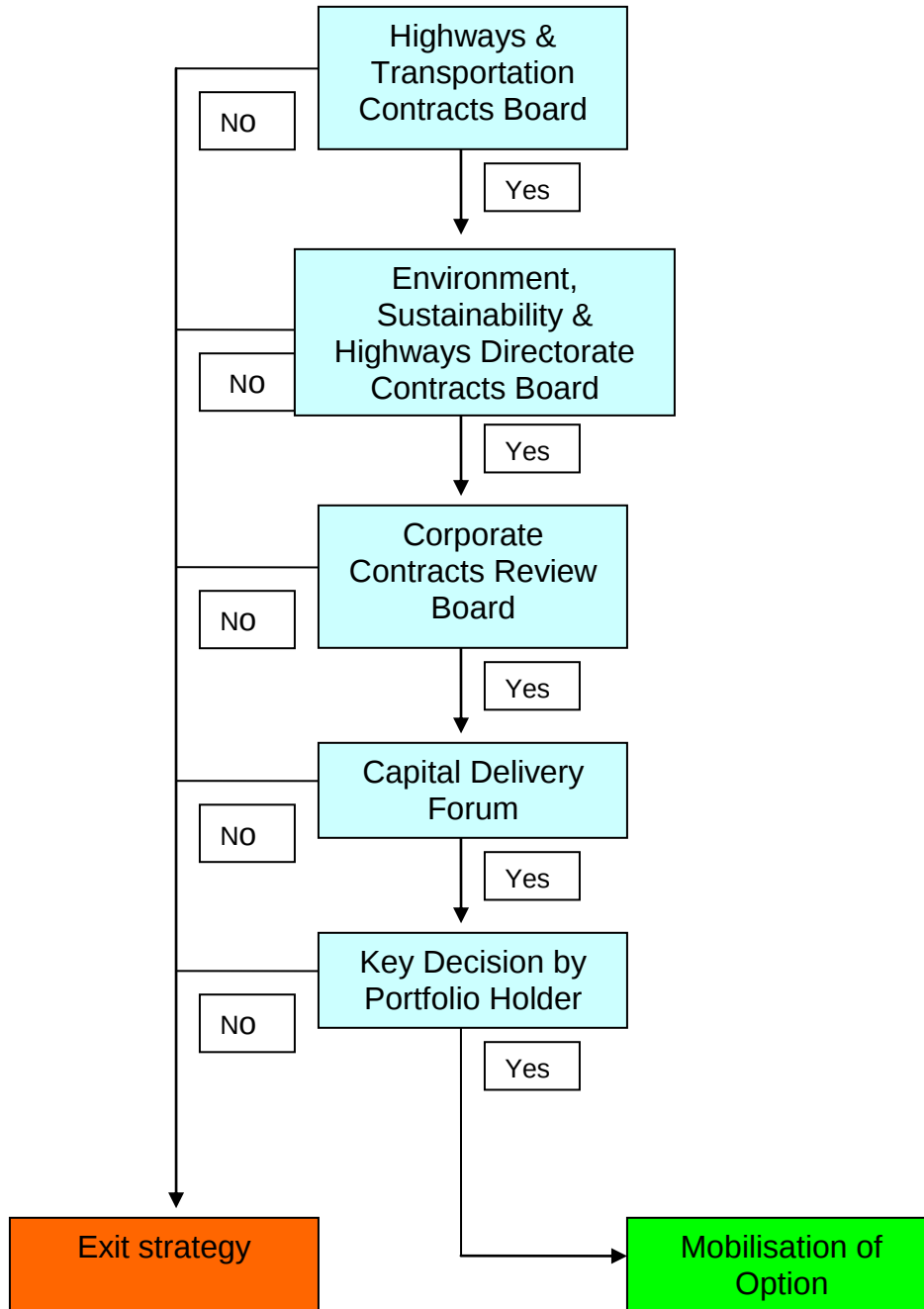
Recommendation 8

That the Cabinet Member for Highways and Transportation be requested to report back in March 2010 upon his response to its recommendations.

Action Taken:

Councillor Hume the Cabinet Member for Highways and Transportation attended the Committee in June 2010 to report back on its recommendations.

The Governance Process



As the Automatic Vehicle Location system project is significant in value, the Outline Business Case was written following a seven month scoping exercise starting in February 2010, and presented through the governance boards. At all the boards the Project Manager and Sponsor presented the Outline Business Case for the Automatic Vehicle Location system and answered arising questions. Each board is able to reject the project and prevent it going any further, ask for further explanation and information, request adjustments to be made or give approval for the outline business case to progress to the next board.

Contract Board	Chair	Attendees
Highways & Transportation Contracts Board	Chris Smith, Head of Road Safety and Asset Manager	Senior managers from within Highways & Transportation
Environment, Sustainability and Highways Directorate Contract Board	Paul Bird, Director or Highways & Transportation or another Directorate Leadership Team (DLT) member	Senior managers from the DLT of Environment, Sustainability and Highways
Corporate Contracts Review Board	Robert Overall, the Executive Director of Environment, Sustainability and Highways	Senior representatives of the Adults, Health and Community Wellbeing Directorate, the Schools, Children and Families Directorate, Finance, Procurement and Legal Services
Capital Delivery Forum	Councillor Louis	Other Councillors, Executive Directors and senior representatives of Directorates

The Key Decision is made by Councillor Hume the Portfolio Holder for transport, based on the options given within the business case.

Current situation

The notice was advertised on the OJEU on 2nd December with the initial stage, the Pre-Qualification Questionnaire (PQQ), closing on 24th January. The PQQ is now being evaluated and the tender is expected to be sent out to successful respondents in March. The respondents will have to reply to the tender before the end of April.

A full business case will be prepared following the closure of the tender and the evaluation of the responses. The business case will include a recommendation for the way forward, giving alternative options. It is intended that the process of taking the full business case through the Governance Contracts Boards will start in May 2011 and if

contract award is agreed at all of the boards and the Key Decision stage, mobilisation of the new provider could be from October 2011.
