

Policy and Sustainability Committee

10.00am, Tuesday, 22 August 2023

Driving for the Council – Telematics Policy Update

Executive/Routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 It is recommended the Committee notes the content of this update regarding the telematics policy.

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Executive Director of Place

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Report

Driving for the Council - Telematics Policy Update

2. Executive Summary

- 2.1 This report provides an update on the actions agreed by Committee in May 2023 on the Driving for the Council Telematics Policy.

3. Background

- 3.1 On 23 May 2023 Policy and Sustainability Committee [approved](#) the Driving for the Council - Telematics Policy.
- 3.2 When considering the report, Committee also approved the following:
- 3.2.1 Notes this policy covers any system used by the Council which provides live vehicle location data and therefore requests a briefing on which systems are covered by the policy.
- 3.2.2 Requests a dashboard detailing the requests made to Fleet Services for telematic data including the date, time and concerned parties as far as permissible due to GDPR regulations. The dashboard should also include why the request was made and if it was granted.
- 3.2.3 Requests a report to Committee outlining the steps that would need to be taken in order to produce an overarching telematics and digital surveillance policy for the Council and how this could be incorporated into the current policy creation schedule.
- 3.2.4 Notes a report will be presented to the Partnership at Work Forum and the Policy and Sustainability Committee in the business bulletin in six months' time to provide an update on the implementation of the policy.
- 3.2.5 Notes that this policy will be reviewed annually and requests that this happens through the Policy and Sustainability Committee for at least the first year.

4. Main report

- 4.1 There are four systems currently in use by the Council providing some form of live vehicle tracking information. These are:
- 4.1.1 UK Telematics – Fitted in vehicles across multiple departments;

- 4.1.2 CMS Supatrak – Fitted exclusively in vehicles in Waste Services. The subscription for this system has not been renewed, with the intention to move to UK Telematics in order to realise savings on subscription costs;
 - 4.1.3 Routesmart – Used exclusively by Waste and Cleansing Services; and
 - 4.1.4 Chameleon – Fitted exclusively in Community Justice vehicles. It is not intended to renew the subscription for this system but to move to UK Telematics (in order to reduce subscription charges).
- 4.2 Flexiroute is currently being implemented in vehicles used by Passenger Transport and will provide live vehicle location later this year.
 - 4.3 Since the policy was approved in May, there have been a total of six requests for telematics data. The details of these requests are outlined in Appendix 1.
 - 4.4 With reference to the production of an overarching telematics and digital surveillance policy for the Council, a benchmarking exercise has been conducted with engagement across other local authorities. The response was low but consistent in that none of the local authorities which responded have a dedicated policy for telematics and digital surveillance. It is instead covered under several relevant policies already in place including, a dedicated telematics policy, privacy notices and CCTV. These documents are available on the Council's intranet (the Orb).

5. Next Steps

- 5.1 The rollout of telematics systems within Council fleet vehicles has commenced.
- 5.2 A report will be presented to the Partnership at Work Forum and the Policy Sustainability Committee in the business bulletin in six months' time to provide an update on the implementation of the policy.
- 5.3 The Policy will be reviewed annually, with the first review being reported to Policy and Sustainability Committee.

6. Financial impact

- 6.1 Having reviewed all systems across the organisation which are providing vehicle tracking information, there is potential to reduce subscription costs by rationalising the number of systems we have where the focus is specifically on collecting vehicle data.

7. Stakeholder/Community Impact

- 7.1 The Telematics Working Group, including union representatives, continues to meet to discuss the implementation of the telematics policy and other relevant fleet business.
- 7.2 A communication plan has been implemented, including tool box talks, to ensure all staff are aware of the Telematics Policy and cognisant of their responsibilities.

8. Background reading/external references

8.1 None

9. Appendices

9.1 Appendix 1 – Telematics Data Request Dashboard.

Appendix 1 – Telematics Data Request Dashboard

Fleet Services - Telematics Request Log								
Date Received	Fleet Ref No	Contact Reference	Incident Date	Description of Incident	Vehicle Fleet Number	Result Positive/Negative	Completed date	Completed by
02/06/2023	0001/23	Police Scotland	23/02/2023	Police enquiry: Gathering information on vehicles in the area where a criminal offence took place on the evening of 23rd February 2023.	Information redacted	Negative - Vehicle not equipped with telematics	02/06/2023	Fleet Compliance
12/06/2023	0002/23	Senior Change and Delivery Team Officer	10/06/2023	Cross reference of data to confirm programme of hardware installation locations and confirm start and finish times for agency staff against timesheets submitted.	Change Team fleet	Positive	27/06/2023	Fleet Compliance
21/06/2023	0003/23	Head of Neighbourhood Environmental Services	April - May 2023	Route remodelling exercise for communal glass collection. Information required to understand the current route collection demand and inform decisions on additional resource that may be required.	Information redacted	Positive	25/06/2023	Fleet Compliance
26/03/2023	0004/23	Security Manager	23/06/2023	Collision involving Council vehicle with barrier on St Giles Street.	Information redacted	Positive	26/03/2023	Fleet Compliance
26/07/2023	0005/23	Print Services	21/07/2023	Bus lane infringement to clarify.	Information redacted	Positive	26/07/2023	Fleet Compliance

02/08/2023	0005/23	Head of Neighbourhood Environmental Services	July 2023 information	Understanding of timings that vehicles are finishing routes and returning to depot.	Refuse Vehicle Collection	Negative – Information able to be obtained via the vehicle tachograph therefore telematics data not supplied.	07/08/2023	Fleet Compliance
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