**Scoping Document: Road/Civil Projects Management Working Group Network Visibility Platform**

**Objective:**

The goal of this project is to ensure that all teams working on road and civil projects within the council have visibility into other ongoing or planned projects across the network. This visibility will enhance coordination, improve planning, and lead to more efficient and effective delivery of projects.

**Background:**

The project will leverage **Fulcrum** apps and other data sources currently being used by various teams to collect and store data on road and civil projects. This data serves as the foundation for gathering detailed project information, including spatial data and audit results. The primary objective is to create a centralized platform that integrates this data and displays it visually, providing real-time insights across the network.

**Phased Approach:**

**Phase 1: Assessment of Current Data Storage**

* **Goal**: Understand what information each team currently stores in their respective Fulcrum apps as well as any other data they might want visualised.
* **Activities**:
  + Conduct workshops or interviews with representatives from all teams (e.g., engineering, traffic, strategic planning, capital delivery) to gather details on the types of data they are capturing.
  + Identify common data fields and formats used across teams, as well as any specific data requirements.
  + Define the types of information that need to be visible to all teams (e.g., project locations, timelines, resource allocation).
  + Develop a proof of concept (POC) for displaying this information on a to illustrate how data will be visualized.
* **Deliverable**: Document outlining current data storage practices, requirements for shared visibility, and the 3D map POC.

**Phase 2: Data Standardization and Compatibility**

* **Goal**: Ensure all teams provide data in a compatible format that can be integrated into a centralized platform.
* **Activities**:
  + Establish data standards and formats for submission to ensure consistency across all teams.
  + Work with teams to modify their data collection processes, ensuring compatibility with the proposed platform.
  + Test data from multiple teams to verify successful integration into a single system.
* **Deliverable**: Standardized data formats and initial integrated data set.

**Phase 3: Platform Development**

* **Goal**: Build the platform that will centralize and display project information in real-time.
* **Activities**:
  + Design and develop the platform, ensuring it can display the relevant project data in an accessible and user-friendly manner.
  + Integrate a map-based interface, including the 3D map view, to allow for spatial analysis of projects.
  + Implement features that allow teams to filter data, view project timelines, and assess potential conflicts between projects.
  + Ensure the platform is scalable and can handle data from all teams.
* **Deliverable**: Fully functional platform with data from all teams integrated, and a 3D map interface for visualizing projects.

**Phase 4: System Review and Refinement**

* **Goal**: Review the functionality and usability of the platform to ensure it meets the needs of all teams.
* **Activities**:
  + Conduct testing with key stakeholders from each team to gather feedback on platform functionality and ease of use.
  + Make any necessary adjustments to improve user experience and ensure the system is aligned with project objectives.
  + Perform a system-wide review to ensure the platform is robust, secure, and capable of handling ongoing data inputs.
* **Deliverable**: Finalized platform with enhancements based on stakeholder feedback.

**Phase 5: Communication and Training**

* **Goal**: Ensure all teams are well-equipped to use the platform and input data correctly.
* **Activities**:
  + Develop communication materials explaining the platform’s purpose, benefits, and how it works. (e.g., Guides/Cheatsheets)
  + Provide training sessions for each team, focusing on both platform usage and the importance of maintaining accurate data inputs.
  + Establish a helpdesk or support system for ongoing queries and troubleshooting.
* **Deliverable**: Comprehensive training materials and a fully trained user base across all teams.

**Budget:**

The total project cost will include platform development, training, and ongoing maintenance. A detailed budget will be developed after Phase 1, once the data requirements and technical specifications are clearer.

**Stakeholders:**

* **Council Teams**: Civil Operations, Engineering, Traffic, Infrastructure Planning, Strategic Planning, Assets, Capital Delivery, and others.
* **IT Team/GIS Specialists**: Supporting the 3D map visualizations as well as platform development and data integration.

**Team Information**

**Team Name**:

Civil Operations

**Team Coordinator**:

Voltaire David

**Desired Visualization Elements/Functions**:

* Date Filter
* Category/Status Filter (Colour Coded)
* Address Lookup
* Tooltip hover
* Modal pop-up (Clicking on a record shows more details)
* GIS Map overlay instead of Mapbox
* Scheduled automatic updates

**Desired Data to be Displayed**:

* Infrastructure Planning 10-year capital works pipeline
  + Only works affecting roads
* Asset renewal programs
* Subdivision works
* Traffic Management Plan Registry
* RIGARUS psp road cross section data

**Desired Data to be shared**:

* Maintenance data from DM Roads (Excel sheet every 6 months)

**Authorized Signature:**

**Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_