

MOBILISATION

3. Notwithstanding the delay in signing the contract, CGI have undertaken to commence elements of their mobilisation plans on an “at risk basis” to establish a count centre at Pentland House. This will allow Stage 1A of the project, technical compliance testing, to commence at the earliest opportunity. Indeed, CGI have already provided the Project Team with a document which describes the first phase of this testing which will validate the technical compliance of their solution in terms of accurately processing ballot papers. This will be followed by a series of tests to ensure the solution meets the required performance criteria and technical standards. These will be scoped-out shortly. It is anticipated that all these tests will be completed by 18 December 2015. This work will be led by Liz Ure of the Scottish Government, and the Project Team is indebted to the City of Edinburgh, Falkirk and Glasgow councils for allowing experienced ICT officers to join the Technical Assurance Group who will assist with the tests.
4. Further work has also been progressed in the intervening period to agree the format and frequency of documentation relating to project plans, stage plans, status reports and other documents and reporting mechanisms to assist with project management and governance arrangements.
5. In addition to the technical work referred to above, arrangements have been put in place to establish a User Group, which had its first meeting on 24 November. The next meeting of the Project Board will be held on 17 December 2015.

USER TRIALS

6. User Trials which constitute Stage 1B of the project are being arranged for the three week period commencing 11 January 2016. User Trials should allow Council election staff to review the e-counting system, re-familiarise themselves with it and provide the supplier team with some feedback. At the time of writing just over half of authorities have responded to the invitation to attend, with numbers of attendees varying from 3 to around 20.

RECOMMENDATION

7. The Board is invited to:
 - Note the current status of the different strands of the e-Counting Project 2017.

D McGregor,

Edinburgh,

19 November 2015