



UTMC Business Plan 2009/10 – Public version

3 September 2009

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Cover + 6 pages

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1 Introduction

1.1 About this document

- 1.1.1 This document was prepared by UTMC Ltd. It presents a costed plan for activity in FY09-10 in support of the UTMC initiative, in cooperation with the UTMC Development Group (UDG) and the Department for Transport (DfT).

1.2 Context

- 1.2.1 The UTMC programme was launched by DfT in 1997 to develop a modular framework that would facilitate greater interaction between the range of systems used for the traffic management and control in towns and cities. The programme finished in 2004 and the outputs became the UTMC Technical Specification, TS003:2005 and TS004.001:2005.
- 1.2.2 The UDG was formed in February 2003, and established itself fully in 2004. DfT has now handed over the management and maintenance of the UTMC Technical Specification to the UDG. The latest version is TS003.002:2008 and TS004.004:2008 published in December 2008; a further major revision of TS004 is underway to take into account current work on XML and ANPR in particular.
- 1.2.3 In addition, the UDG has accepted the role of spreading good practice guidance to authorities around the UK, through established means such as workshops, articles and an Annual Conference.
- 1.2.4 All of this work is managed commercially through UMTC Ltd, with funds raised from three principal sources:
- Income from DfT in respect of the delivery of specific projects, principally relating to the maintenance of the Technical Specification.
 - Income from the Annual Conference (delegate fees, exhibitor fees, and sponsorship), which generates a surplus.
 - As of the beginning of 2009, income from subscribing members of the UDG.
- 1.2.5 This document presents an overview of the incomings and outgoings to UTMC Ltd during 2009-10. It will be used as the basis for day to day management of tasks. Task details may change in response to changing circumstances.

2 Operational structure

2.1 There are three key organisations involved in the delivery of the work programme:

- UTMC Ltd. This exists as a legal company and holds contracts, a bank account and intellectual property assets. It has no staff or tangible assets. Its Director, currently Mark Cartwright, is responsible for its operations, financially and in terms of delivery.
- The UDG. This is the key grouping in which decisions are taken about priorities and policies within the UTMC initiative. Its members appoint a Management Group consisting of up to seven UK local authorities and up to three supplier representatives. Two standing Working Groups (Specs & Standards and Marketing & Member Services) are in operation.
- DfT. DfT has historically provided the UDG with support funding. It is currently the client for a contract with UTMC Ltd that covers the majority of technical specification development as well as monitoring of UK deployment.

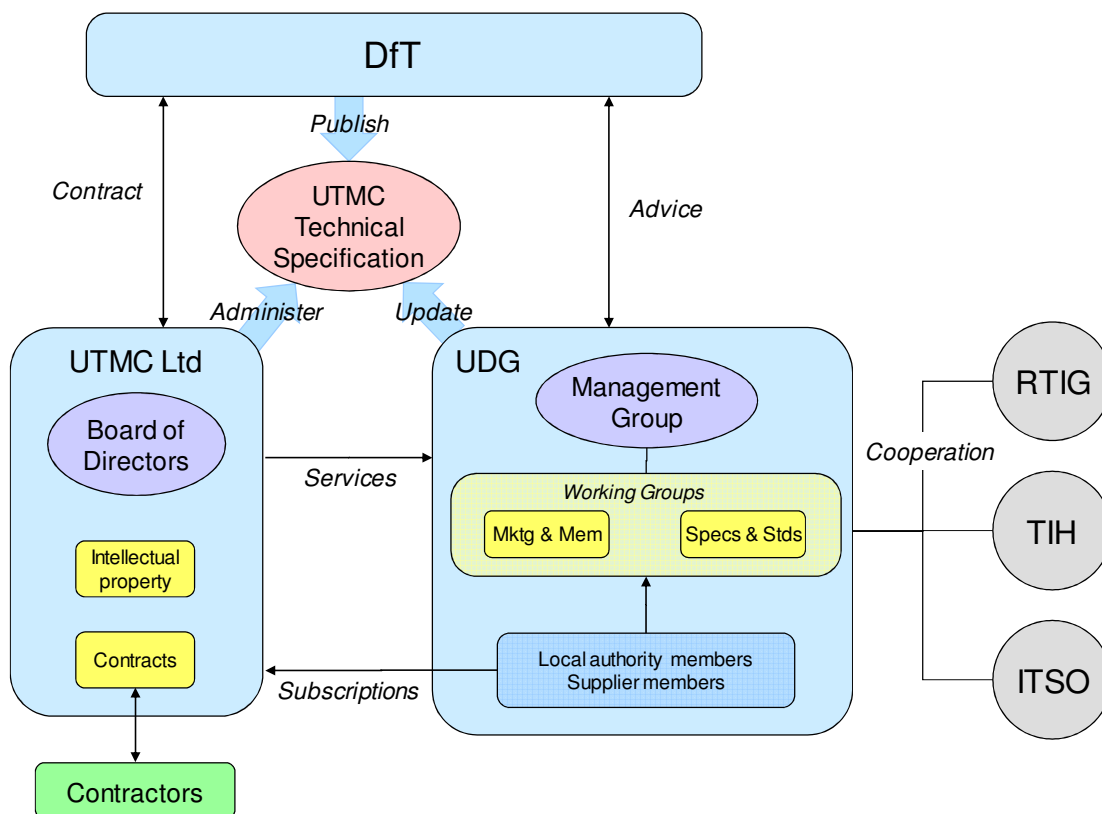


Figure 2-1: Operational structure relevant to the delivery of the Business Plan

2.1.1 UTMC Ltd has the responsibility to provide administrative, secretariat and technical support to the UDG and its Working Groups as shown in Figure 2-1.

3 Activities

3.1 Introduction

3.1.1 The UDG's Strategy identifies 25 specific Objectives that the UDG set itself, most of which will take time and resources to deliver. The table below, reproduced from the Interim Report, shows the actions anticipated in the 2009-2010 business year. (Note that some Objectives are now complete or not required for other reasons, so that the numbering is not continuous.)

3.1.2 The final column identifies the key actors:

- Corporate – decided by Management Group (MG) or internal to UTMC Ltd, delivered predominantly by Secretariat
- Technical – decided by Specifications and Standards Group (S&SG), delivered either by the Technical Secretary or under subcontract, with volunteer technical input predominantly from suppliers
- Marketing – decided by Marketing and Member Services Group (M&MSG), delivered either by Secretariat or by predominantly volunteer marketing effort, in some cases in association with other bodies (eg ITS(UK), DfT)

Strategy Reference	Objective	Lead
Objective 1	Develop business plan	Corporate
Objective 2	General Meeting (electronic)	Corporate
Objective 5	Participation in Joint Chairs Group	Corporate
	Liaison with related groups	Corporate/ Technical
Objective 8	UTMC 'message'	Marketing
Objective 9	Security guidance	Technical
	Project management guide (modelled on RTIG's)	Technical
	Other guidelines as required	Technical
Objective 10	Maintain UTMC website	Marketing
Objective 11	'Newsletter' updates	Marketing
Objective 12	UDG presence at key events	Marketing
Objective 13	News items and journal articles	Marketing
Objective 15	Workshops	Technical
Objective 16	Outreach programme	Marketing
Objective 17	National UTMC survey	Technical
Objective 19	Annual conference	Marketing

Strategy Reference	Objective	Lead
Objective 20	Develop ANPR MIB	Technical
	Develop traffic counter MIB	Technical
	Develop UTMC XML schema	Technical
	Other specific technical developments as required	Technical
	Manage Technical Specification updates	Technical
Objective 24	Construct and maintain product catalogue	Technical
Op task 1	Meetings of Management Group	Corporate
Op task 2	Meetings of Working Groups	Corporate
Op task 3	Financial management	Corporate

3.2 Income

3.2.1 The table below summarises the anticipated sources of funding for the year FY09-10.

Item
DfT contract
Conference – delegate fees
Conference – exhibitor fees
Conference – sponsorship
Subscriptions
Workplan (as above)
Totals