

Report to the Chief Officer (Highways & Transportation)

Date: 20 November 2018

Subject: Report to Tender the West Yorkshire UTMC Common Database System Contract

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report seeks the approval of the Chief Officer (Highways and Transportation) to tender the West Yorkshire UTMC Common Database System Contract.
2. The West Yorkshire UTMC Common Database System Contract will run for a period of 10 years with an expected value of £750,000, this figure derived from soft market testing. There will also be an expected revenue cost of £500,000 over the same period.
3. This is a new contract, no current provision is in place.

Recommendations

4. The Chief Officer (Highways and Transportation) is requested to approve the request to tender the West Yorkshire UTMC Common Database System Contract for a period of 10 years.

1 Purpose of this report

- 1.1 The purpose of this report is to inform the Chief Officer (Highways and Transportation) of the requirement to tender the West Yorkshire UTMC Common Database System Contract and request approval to tender.

2 Background information

- 2.1 The Urban Traffic Management and Control (UTMC) sections across West Yorkshire are being combined into a single WY UTMC centre as part of a wider

project to create a centre for excellence. There are three main elements of the WY UTMC Project:

- 1) Joining all WY districts Urban Traffic Management and Control systems – This involves joining two sets of systems. The first system is the Urban Traffic Control (UTC) system that provides the functionality of controlling and monitoring the traffic signals. The second is the Common Database (CDB) system that provides more strategic functionality such as enabling automated strategies to be developed and driving the Variable Message Signs (VMS) managing car park guidance systems, managing faults and providing a platform for journey time monitoring and air quality monitoring data.
- 2) Undertaking of on-street improvements to UTC equipment/installations on Key Route Network corridors in West Yorkshire.
- 3) Re-organise the existing UTMC teams in West Yorkshire into a single cross-region WY UTMC centre.

2.2 This report focuses on the first of the three elements and, specifically, the UTMC CDB system. A single, hosted, system will allow better cross-boundary management of traffic. The new contract will also facilitate improvements to the current systems that will increase the effectiveness of the UTMC service.

3 Main issues

- 3.1 Firm costs are required for the purposes of the West Yorkshire Combined Authority Full Business Case (FBC).
- 3.2 Leeds City Council is required to award the contract given that it will lead the future WY UTMC service.
- 3.3 Approval to spend will follow FBC which will enable the successful supplier to be awarded the contract.
- 3.4 Discussions have taken place with the West Yorkshire Districts and a specification which meets all needs has been established.
- 3.5 It is proposed the new contract be awarded to the tenderer meeting the contract requirements.
- 3.6 The contract period will be for ten years with an expected value of £750,000.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The WY UTMC teams have confirmed their need for this contract to be available to deliver their service.
- 4.1.2 Reports have been presented to executive boards of each WY partner including Leeds City Council where the establishment of a joint West Yorkshire UTMC service has been approved in principle, subject to the outcome of the

consideration of the Outline Business Case by the Combined Authority. The funding of the capital programme will be provided by the Combined Authority and the five West Yorkshire authorities will provide the revenue funding, as discussed at project board for approval.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An Equality, Diversity, Cohesion and Integration screening/impact assessment has been undertaken and is attached to this report.

4.3 Council policies and Best Council Plan

4.3.1 West Yorkshire UTMC CDB System Contract will enable the current separate systems to be joined into a single, hosted, system. The system will incorporate operational enhancements that help to deliver the Best Council Plan 21st-Century Infrastructure aspiration.

4.4 Resources and value for money

4.4.1 The contract tender will follow the full OJEU process to ensure best value for money.

4.4.2 The new, single, system will enable resources across West Yorkshire to be utilised more efficiently.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This decision is eligible for Call-In.

4.6 Risk Management

4.6.1 Not approving the tender of the WY UTMC CDB system contract will prevent approval of the FBC for the first of the three elements of the WY UTMC project described in section 2.1. Ultimately, this will mean that the new system cannot be procured.

5 Conclusions

5.1 Approval to Tender for the West Yorkshire UTMC Common Database System Contract will enable costs to be provided to the FBC prior to approval to spend. This will ensure that the WY UTMC project can continue to progress and achieve the aims set out in sections 2.1 and 2.2.

6 Recommendations

6.1 The Chief Officer (Highways and Transportation) is requested to approve the request to tender the West Yorkshire UTMC Common Database System Contract for a period of 10 years.

7 Background documents¹

7.1 None.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Equality, Diversity, Cohesion and Integration Screening



As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions. Completed at the earliest opportunity it will help to determine:

- The relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- Whether or not it is necessary to carry out an impact assessment.

Directorate: City Development	Service area: Highways and Transportation
Lead person: Joel Dodsworth	Contact number: 3788128

1. Title: UTMC site interfaces 2018/19
Is this a: <input type="checkbox"/> Strategy / Policy <input checked="" type="checkbox"/> Service / Function <input type="checkbox"/> Other
If other, please specify

2. Please provide a brief description of what you are screening
The screening process looks at the proposal to tender for a UTMC Common Database system.

3. Relevance to equality, diversity, cohesion and integration All the council's strategies/policies, services/functions affect service users, employees or the wider community – city wide or more local. These will also have a
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greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?		X
Have there been or likely to be any public concerns about the policy or proposal?		X
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		X
Could the proposal affect our workforce or employment practices?		X
Does the proposal involve or will it have an impact on <ul style="list-style-type: none">• Eliminating unlawful discrimination, victimisation and harassment• Advancing equality of opportunity• Fostering good relations		X

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity; cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

4. Considering the impact on equality, diversity, cohesion and integration	
If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.	
Please provide specific details for all three areas below (use the prompts for guidance).	
<ul style="list-style-type: none"> • How have you considered equality, diversity, cohesion and integration? (think about the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected) 	
<ul style="list-style-type: none"> • Key findings (think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another) 	
<ul style="list-style-type: none"> • Actions (think about how you will promote positive impact and remove/ reduce negative impact) 	

5. If you are not already considering the impact on equality, diversity, cohesion and integration you will need to carry out an impact assessment.	
Date to scope and plan your impact assessment:	N/A
Date to complete your impact assessment	N/A
Lead person for your impact assessment (Include name and job title)	N/A

6. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening		
Name	Job title	Date
Joel Dodsworth	UTMC Manager	26/10/18

7. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached screening was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: