

REPORT TO: POLICY AND RESOURCES COMMITTEE – 22 APRIL 2013

REPORT ON: SCOTTISH CITIES ALLIANCE CONSULTANCY

REPORT BY: CHIEF EXECUTIVE

REPORT NO: 175-2013

1. PURPOSE OF REPORT

1.1 This report seeks approval of an Invitation to Quote for the Provision of Consultancy for Smart and Integrated Ticketing Solutions for the Cities Alliance.

2. RECOMMENDATIONS

2.1 Approval is recommended for the acceptance of the quotation submitted by MMM Group (UK) Ltd (formerly known as MRC McLean Hazel) with a contract commencement date of the 1st May 2013

3. FINANCIAL IMPLICATIONS

3.1 This expenditure totalling **£49,550** is wholly met from Scottish Cities Alliance.

4. BACKGROUND

4.1 The Council is participating in an organisation established by the cities and the Scottish Government called the Scottish Cities Alliance. This organisation aims to foster collaboration between all seven Scottish cities on economic development issues. This is being facilitated by the Scottish Council for Development and Industry. A leadership group involving Council Leaders and Chief Executives has met and a delivery group has been formed which the Director of City Development and Head of Economic Development attend.

4.2 The Scottish Cities Alliance has agreed a work programme and invited each city to take a lead responsibility for developing a collaborative strategy on a particular topic. The broad topics include: connected cities, sustainable cities, knowledge cities and vibrant and cultural cities. The Scottish Cities Alliance has proposed that Dundee City Council take on a role of creating a vision for rolling out integrated smart travel in each city as part of the connected cities programme due to the Council's existing lead role in developing the smartcard for the national travel concessions scheme and the current smart travel projects underway with commercial partners within the City.

4.3 This consultancy work will consult each city and transport sector leaders as well as other stakeholders on local and national priorities within each of the seven City Regions and propose a vision and infrastructure to deliver this. This report will be considered by the Cities Alliance. A preliminary budget of £50,000 was agreed to appoint a suitably qualified consulting firm to deliver this consultation process. The Council's costs will be met in full by the Scottish Cities Alliance as previously agreed at the meeting of the Policy and Resources Committee on the 28th January 2013 when the Committee also approved the issue of an 'Invitation to Quote' to further this work.

4.4 This short-term piece of consultancy will produce a report and roadmap with a vision for integrated ticketing across all seven City Regions by September 2013.

4.5 An Invitation to Quote was sent to four companies and three responses were received. A collaborative evaluation of the received responses was carried out by Council Officers, Transport Scotland and Scottish Council for Development and Industry Officers with the outcome the recommendation as above.

5. **POLICY IMPLICATIONS**

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality and Impact Assessment and Risk Management. There are no issues in this regard to report on.

An Equality Impact Assessment is attached to this report.

6. **CONSULTATIONS**

The Director of Corporate Services and the Head of Democratic and Legal Services have been consulted in the preparation of this report.

7. **BACKGROUND PAPERS**

None.

David K Dorward
Chief Executive

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15/04/2013

DUNDEE CITY COUNCIL**Equality Impact Assessment Tool****Part 1 Description / Consultation**

Is this a Rapid Equality Impact Assessment (RIAT) ?	YES
Is this a Full Equality Impact Assessment (EQIA)?	NO
Date of assessment 25 th March 2013	Title of document being assessed Committee Report: Scottish Cities Alliance Invitation to Quote
Committee report number 175-2013	
1) This is a new policy, procedure, strategy or practice being assessed (If yes please tick box) X	This is an existing policy, procedure, strategy or practice being assessed? (If yes please tick box) <input type="checkbox"/>
2) Please give a brief description of the policy, procedure, strategy or practice being assessed.	The Scottish Cities Alliance has agreed a work programme and invited each city to take a lead responsibility for developing a collaborative strategy on a particular topic. The broad topics include: connected cities, sustainable cities, knowledge cities and vibrant and cultural cities. The Scottish Cities Alliance has proposed that Dundee City Council take on a role of creating a vision for rolling out integrated smart travel in each city as part of the connected cities programme due to the Council's existing lead role in developing the smartcard for the national travel concessions scheme. Dundee City Council will consult each city and transport sector leaders on the local priorities and propose a collaborative scheme to deliver this
3) What is the intended outcome of this policy, procedure, strategy or practice?	A Vision and Strategy for smart ticketing across Scotland's City regions.
4) Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	The consultancy will identify appropriate partnerships and stakeholder which will then inform the report recommendations.
5) Has any consultation, involvement or research with protected characteristic communities informed this assessment? If yes please give details.	Existing Concessionary Travel Scheme for Elderly and Disabled People and Young People across Scotland involved and has involved consultation and research and this is available to the Consultants.
6) Please give details of council officer involvement in this assessment. (E.g. names of officers consulted, dates of meetings etc)	National Entitlement Card Programme Office and Transport Scotland as well as City Development will be involved.

7) Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy?	A large part of this consultancy is around consultation and involvement in the development of the Vision proposal.
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Part 2 Protected Characteristics

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Ethnic Minority Communities including Gypsies and Travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Gender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
People with a disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Lesbian, Gay and Bisexual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Socio-economic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Pregnancy & Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Other (please state)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

Part 3 Impacts / Monitoring

<p>1) Have any positive impacts been identified? (We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)</p>	<p>This consultancy seeks to identify the Vision for Smart ticketing across Scotland.</p>
<p>2) Have any negative impacts been identified? (Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)</p>	<p>This consultancy seeks to identify the Vision for Smart ticketing across Scotland.</p>
<p>3) What action is proposed to overcome any negative impacts? E.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. see Good Practice on DCC equalities web page</p>	<p>As one of the workstreams of the Cities Alliance this piece of work is subject to project controls. Once the report is completed it is envisaged that there will be further reports and policy recommendations which will be Equality Impact Assessed.</p>
<p>4) Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome? (If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)</p>	<p>As one of the workstreams of the Cities Alliance this piece of work is subject to project controls. Once the report is completed it is envisaged that there will be further reports and policy recommendations.</p>
<p>5) Has a 'Full' Equality Impact Assessment been recommended? (If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required) Seek advice from your departmental Equality lead.</p>	<p>No.</p>
<p>6) How will the policy be monitored? (How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.</p>	<p>As one of the workstreams of the Cities Alliance this piece of work is subject to project controls. Once the report is completed it is envisaged that there will be further reports and policy recommendations.</p>

Part 4 Contact information

Name of Department or Partnership:

Type of Document

Human Resource Policy	<input type="checkbox"/>
General Policy	<input type="checkbox"/>
Strategy/Service	<input type="checkbox"/>
Change Papers/Local Procedure	<input type="checkbox"/>
Guidelines and Protocols	<input type="checkbox"/>
Other	X

Contact Information

Manager Responsible	Author Responsible
Name Paul Carroll	Name Elena Brown
Designation Performance and Improvement Manager	Designation NEC Development Manager
Base Chief Executives Department	Base NEC Programme Office
Telephone 01382 434552	Telephone 01382 434924
Email paul.carroll@dundeecity.gov.uk	Email elena.brown@dundeecity.gov.uk

Signature of author of the policy:

Date 27/03/2013

Signature of Director / Head of Service area:

Date

Name of Director / Head of Service:

Date of next policy review: