

GLA Group Draft Framework Agreement

Preamble

This Agreement is made between the Greater London Authority (GLA) and its functional bodies, the London Legacy Development Corporation (LLDC), the Old Oak and Park Royal Development Corporation (OPDC), Transport for London (TfL), the Mayor's Office for Policing and Crime (MOPAC) and the London Fire and Emergency Planning Authority (LFEPA) – collectively known as the GLA Group.

It is a voluntary and firm commitment by the GLA's elected members, the Mayor's appointees, members of functional body boards, and officers, to be open, transparent and accountable for their actions and behaviour. It is also a commitment to hold to specific Mayoral and London Assembly expectations, set out below, and for the Group to interact in a way that enhances accountability and service delivery to Londoners.

This Agreement does not cover other organisations to which the GLA provides general grant funding (ie. funding for core costs rather than just specific projects). These include: London & Partners, Museum of London, MedCity, SME Wholesale Finance (London) Limited, Film London, London Design Festival and the London Waste and Recycling Board. These organisations are not functional bodies and not formally part of the GLA Group. However, the GLA sets out governance requirements in relation to each body within relevant grant agreements.

Part A: Overarching commitment

Each organisation will ensure that it promotes a culture and individual behaviours that:

- demonstrates and supports the seven core principles of public life (selflessness, integrity, objectivity, accountability, openness, honesty, leadership);
- enhances openness, transparency and accountability;
- strengthens coordination across the GLA Group; and
- ensures effective and efficient service delivery to Londoners.

Part B: Specific corporate governance commitments

Each organisation within the GLA Group will ensure that:

Decision-making

1. It has clear and codified decision making and reporting procedures, which include an explanation of how the organisation consults the Mayor on relevant decisions.
2. Decisions taken by the board and/or senior officers acting under delegated authority are recorded and published (while not all parts of the GLA Group are subject to The Openness of Local Government Bodies Regulations 2014, each body should have an open and transparent approach, going beyond the basic statutory requirements).

Openness and transparency

3. It meets the requirements embodied in the Local Government Transparency Code and seeks to go beyond them.
4. It has a codified openness and transparency policy similar in scope and approach to the GLA's *Openness and Transparency at the GLA* document and based on the principle that all information should be accessible unless a relevant legal exemption applies or publication would be prohibitively costly.
5. Relevant papers should be provided at least 5 clear working days before committee meetings.
6. Establishes and maintains a transparency landing page on its website, through which regularly updated transparency information can be accessed, and ensures all documents falling within the terms of this Agreement are freely available and easy to find.
7. Publishes transparency data on the London Datastore.
8. Includes in its annual report information on how it has maintained and promoted transparency in the previous year.

Roles and responsibilities

9. Members and senior managers clearly understand the role and functions of other parts of the GLA Group and the proper process for interacting with the Mayor's Office.
10. A clear and robust process exists to handle in confidence any concerns arising regarding the conduct of the GLA officers appointed directly by the Mayor (the "10 plus 2").
11. Where Assembly/Board/Authority members or officers have multiple roles within the organisation or across the GLA Group, they properly discharge their functions and use resources in such capacities and avoid and manage conflicts of interests.

Codes of conduct

12. It has a code of conduct setting out the requirements for and governing the activities of its elected members and/or board members acting in their capacity.
13. It has a code of conduct setting out the requirements for and governing the activities of its staff.
14. It has clear, codified and robust systems to manage alleged breaches of either code.

Registration and declaration of interests, gifts and hospitality

15. It has a regime in place to register and declare interests and gifts and hospitality received by elected members, board members, independent persons, co-opted members, officers appointed by the Mayor and senior officers that is similar in scope and approach to the GLA's policy, with a £25 threshold for declarations. The option of additionally including offers of gifts and hospitality that were declined within the declarations policy is for each organisation to determine.
16. It makes use of the template available here [\[add link\]](#) to register any interests, to aid consistency and transparency.

17. Registers are available to other Group bodies and the public via the organisations' websites. Gifts and hospitality are reported to the relevant audit body on a regular basis and in collated form.

[NOTE: This section (15 – 17) will also be applied to those bodies directly established by mayoral decision where the members of that body are additionally appointed by the Mayor.]

Standards

18. It sets out and communicates widely details of the role of its Monitoring Officer and/or other statutory and senior officer responsible for corporate governance, as well as the systems in place to deal with Standards-related issues.
19. It will develop and maintain procedures to allow anyone to make complaints in relation to probity and conduct issues for office-holders, similar in scope and approach to the GLA's policy.

The London Assembly

20. It has a demonstrably proactive and positive approach to engaging with the London Assembly, including a proper allocation of resources to deal with Assembly queries from the London Assembly and its Members.
21. It has codified systems, made freely available, to deliver responses to priority matters (so that there is no, or much less, need for the Assembly to use its statutory powers to request information).
22. A senior-level review is undertaken during each four-year term to assess and report on the body's approach to engaging with the London Assembly and meeting points 21 and 22 above.

Correspondence and questions

23. It has in place an effective and codified process for handling correspondence from the public, press and elected politicians.
24. Information requests from committees and Assembly Members should be fulfilled within 20 working days.
25. Answers to Mayoral Questions should always be made public, not sent to Assembly Members confidentially.

Application and consistency across the Group

26. It has a specific senior post or specific senior posts with responsibility for ensuring compliance with the requirements of this agreement and maintaining and regularly reviewing related policies and procedures.
27. The codes, documents and procedures referenced in and flowing from this agreement are developed, maintained and revised in liaison with the GLA's Monitoring Officer to ensure consistency across the Group.
28. Its responsible officer will meet regularly with the other relevant officers from across the Group to promote consistency.
29. All policies and procedures falling within the terms of this Agreement are used as an integral part of the induction process for elected members, board members,

independent members and officers, and that regular training on these areas is provided over time.

Mayoral Directions

30. Whilst there may be discussion and a divergence of opinion on some issues, once a statutory Direction has been issued the officers of each organisation subject to that Direction will engage with the GLA in a positive manner to fulfil the Direction's requirements promptly and in full, whilst still meeting their obligations to their own organisation.

PART C: GLA commitments

In addition the GLA will ensure that:

1. A code of practice to govern the process for Mayoral appointments (the 12 positions under section 67(1) of the GLA Act 1999) and the Mayor's appointments to functional body boards is generally available [the current code of practice can be found at [\[insert link\]](#)].
2. Information on the lines of accountability for Mayoral appointments (including those that relate to the functional bodies and whether they are appointed under s67(1)(a) or (b) of the GLA Act) are freely available.
3. The roles and responsibilities of officers appointed by the Mayor, including their objectives and areas where there are particular constraints, are contained in relevant written documents and freely available as soon as is practicable following the appointment.
4. The detailed terms of any appointment by the Mayor of any elected GLA member, including objectives and any areas where there are particular constraints, are contained in relevant written documents and made freely available as soon as is practicable following the appointment.
5. The detailed terms of any appointment by the Mayor and London Assembly of the GLA's statutory officers, including specific objectives and general responsibilities, are contained in relevant written documents and made freely available.
6. The Scheme of Delegation of Mayoral Functions is regularly reviewed, updated as necessary and published.
7. The detail of each decision taken by the Mayor through the GLA's decision-making process is made freely available shortly following the Mayor's formal authorisation, except in cases where exemption is required.
8. The detail of each decision taken by the Mayor to provide a statutory Direction or guidance to the relevant functional bodies and/or other relevant agencies is, once issued, made freely available.
9. There is a GLA Group-wide review of this document during each four-year term, led by the GLA's Monitoring Officer.

Signatories of each of the bodies and GLA: