

## REQUEST FOR DIRECTOR DECISION – DD2700

**Title: Developing an improved performance reporting system as part of the GLA Governance project – contract extension**

### Executive Summary:

The GLA wishes to improve the way it reports performance and the way it publishes information, with a modernised dashboard system and more flexible reporting. The Assistant Director - Financial Services approved the commencement of work on the development of a new suite of modern reports, with improved data analytics in support of the refresh of delivery and governance arrangements (under cover of ADD2698). The activity is being delivered through a temporary technical Power BI expert (commissioned via the GLA's contract for the provision of personnel services with Reed Talent Solutions), who has begun developing the new reporting infrastructure. This decision requests additional budget to extend the commission of a temporary technical Power BI expert, via Reed Talent Solutions, to continue the on-going development of the reporting infrastructure.

### Decision:

That the Interim Chief Finance Officer approves:

1. expenditure of up to £60,000 to extend the commission of a temporary technical Power BI expert, from Reed Talent Solutions, to set up the data/technical infrastructure for a new suite of performance reports. (This will bring the total budget for 2024-25 to £90,000, and the total budget across 2023-24 and 2024-25 to £105,000)

### AUTHORISING DIRECTOR

I have reviewed the request and am satisfied it is correct and consistent with the Mayor's plans and priorities.

It has my approval.

**Name:** Enver Enver

**Position:** Interim Chief Finance Officer

**Signature:**



**Date:**

10/06/2024

## **PART I – NON-CONFIDENTIAL FACTS AND ADVICE**

### **Decision required – supporting report**

#### **1. Introduction and background**

- 1.1. The Assistant Director – Financial Services approved the procurement of services to improve the way the GLA reports performance both internally and externally (under cover of ADD2698). The services were required to deliver long-held aspirations of the Mayor’s office and to underpin the GLA’s refresh of delivery and governance arrangements, which is designed to focus GLA activity on the delivery of a set of identified London Level Outcomes. To deliver this aspiration, a need was identified to update the GLA’s existing performance reporting system, to enable better analysis and data visualisation.
- 1.2. Following the approval provided under cover of ADD2698, a temporary technical Power BI expert was sourced via the GLA’s personnel services contract with Reed Talent Solutions in February 2024, to develop a modern dashboard and wide range of reports, using the Power BI system to enable the required data.
- 1.3. This decision seeks approval to spend an additional £60,000 to extend Reed Talent Solutions’ provision of the temporary technical Power BI expert. This will enable the GLA to continue the development of a new suite of performance reports to meet user needs and build the back-end data infrastructure required.
- 1.4. The original contract was procured in accordance with the GLA Contracts and Funding Code, which directs all temporary workers to be sourced via HR, using the GLA Group framework contract. Accordingly, the temporary technical Power BI expert was sourced in accordance with the terms of the GLA’s contract with Reed Talent Solutions, and will also be extended in accordance to the contract, which is still in place (as of June 2024).

#### **2. Objectives and Expected Outcomes**

- 2.1. To make improvements to the GLA’s performance reporting to better manage performance in line with the refresh of delivery and governance arrangements.
- 2.2. To develop a reporting infrastructure to capture data for each reporting period and make this available more flexibly for performance dashboards. This will allow users to explore the data they need for evidence-based decision-making to improve GLA performance.
- 2.3. To provide a dashboard and a flexible range of internal and external reports for different audiences, including a quarterly report for publication and other reports at different frequencies.
- 2.4. To enhance public transparency, through better presentation of the delivery of Mayoral priorities.
- 2.5. To improve reporting systems and enable better analysis and data visualisation.

#### **3. Equality comments**

- 3.1. Under section 149 of the Equality Act 2010, the Mayor and GLA are subject to the public sector equality duty and must have due regard to the need to:
  - eliminate unlawful discrimination, harassment and victimisation;
  - advance equality of opportunity between people who share a relevant protected characteristic and those who do not;

- foster good relations between people who share a relevant protected characteristic and those who do not.
- 3.2. The "protected characteristics" are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation and marriage/ civil partnership status. The duty involves having appropriate regard for these matters as they apply in the circumstances, including having regard to the need to: remove or minimise any disadvantage suffered by those who share or are connected to a protected; take steps to meet the different needs of such people; encourage them to participate in public life or in any other activity where their participation is disproportionately low. This can involve treating people with a protected characteristic more favourably than those without one.
- 3.3. There are no specific equalities impacts of the recruitment of a contractor to develop new performance reporting outputs. Recruitment of the contractor has been done in accordance with GLA equalities guidelines. The new performance framework recognises the importance of "continuing to recognise work on equality, diversity and inclusion as a critical cross-cutting foundation for all of the GLA's work." The development of improved performance reports will support this aspect of the framework.

#### **4. Other considerations**

- 4.1. Improved performance reporting is relevant to all Mayoral Strategies and Priorities. Key risks and issues include the need to define new performance reporting requirements in line with the governance work which is running concurrently and build the new reports in time for Quarter 2 2024-25.
- 4.2. There are no consultations or impact assessments required. There are no data protection/GDPR issues (performance reporting does not involve any personal data) or health and safeguarding requirements.
- 4.3. No conflicts of interest have been identified for any officers involved in the development of this proposal or drafting or clearance of this decision form.

#### **5. Financial comments**

- 5.1. As per ADD2698, an external Power BI contractor was sourced through the GLA's contract with Reed Talent Solutions. The original contract runs until June 2024.
- 5.2. This decision requests an additional budget of up to £60,000, to extend the service to October 2024. This will increase the budget required for 2024-25 to £90,000.
- 5.3. Therefore, the total expenditure through the GLA's contract with Reed Talent Solutions will be up to £105,000 (of which £17,345 was spent in 2023-24)
- 5.4. The funding for this resource will come from existing planned resources for 2024-25 within the Chief Finance Officer directorate.

#### **6. Legal comments**

- 6.1 The foregoing sections of this report indicate that the decisions requested of the Chief Finance Officer (the Director) concern the exercise of the GLA's general powers, and fall within the GLA's statutory power to do such things considered to further or that are facilitative of, or conducive or incidental to, the discharge of its principal purposes. Officers have indicated that, in formulating the proposal in respect of which a decision is sought, they have complied with the GLA's related statutory duties to:
- pay due regard to the principle that there should be equality of opportunity for all people;

- consider how the proposals will promote the improvement of health of persons, health inequalities between persons and to contribute towards the achievement of sustainable development in the United Kingdom; and
- consult with appropriate bodies.

- 6.2 In taking the decisions requested of him, the Director must have due regard to the Public Sector Equality Duty; namely the need to eliminate discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act 2010, and to advance equality of opportunity and foster good relations between persons who share a relevant protected characteristic (race, disability, gender, age, sexual orientation, religion or belief, pregnancy and maternity and gender reassignment) and persons who do not share it (section 149 of the Equality Act 2010). To this end, the Director should have particular regard to section 3 (above) of this report.
- 6.3 Should the Director make the decision sought officers must ensure that the GLA's contract for the provision of personnel services and in particular its extension of its commission for a Power BI contractor is documented, administered and managed in accordance with its contract with Reed Talent Solutions.

## 7. Planned delivery approach and next steps

- 7.1. The contractor has been in place since February 2024 and will initially be required until the end of August 2024, with the possibility of further extension. The primary activities for the contractor are to set up the new reports, including the database to collect data, the dashboards, and the structure of PDF reports, in line with reporting requirements as these emerge from the wider governance project.

Activity	Timeline
Contract renewal	June 2024
Main milestones – iterative development cycle with input from subject matter experts, the Corporate Management Team and Mayor's Office	June 2024
Main milestones – Version 1 of the dashboard is shared and approved by the Mayor's Office	June 2024
Decision: Project Closure or extension	October 2024

## Appendices and supporting papers:

None

**Public access to information**

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FoIA) and will be made available on the GLA website within one working day of approval.

If immediate publication risks compromising the implementation of the decision (for example, to complete a procurement process), it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary. **Note:** This form (Part 1) will either be published within one working day after it has been approved or on the defer date.

**Part 1 - Deferral**

**Is the publication of Part 1 of this approval to be deferred? NO**

**Part 2 – Sensitive information**

Only the facts or advice that would be exempt from disclosure under FoIA should be included in the separate Part 2 form, together with the legal rationale for non-publication.

**Is there a part 2 form – NO**

**ORIGINATING OFFICER DECLARATION:**

Drafting officer to confirm the following (✓)

**Drafting officer:**

Ododo Ediagbonya has drafted this report in accordance with GLA procedures and confirms the following:

✓

**Assistant Director/Head of Service:**

Elliot Ball has reviewed the documentation and is satisfied for it to be referred to the Sponsoring Director for approval.

✓

**Financial and Legal advice:**

The Finance and Legal teams have commented on this proposal, and this decision reflects their comments.

✓

**Corporate Investment Board**

A summary of this decision was reviewed by the Corporate Investment Board on 10 June 2024.

✓

**INTERIM CHIEF FINANCE OFFICER:**

I confirm that financial and legal implications have been appropriately considered in the preparation of this report.

**Signature:**



**Date:**

10/06/2024