

# GREATER LONDON AUTHORITY

## REQUEST FOR ASSISTANT DIRECTOR DECISION – ADD2183

### Title: London Sustainable Development Commission's Quality of Life Indicators Report 2017

#### Executive Summary:

ADD2143 approved the London Sustainable Development Commission (LSDC) to engage consultants to undertake the research for and the writing of the LSDC's fifth Quality of Life Indicators report (QoL).

The GLA wishes to award additional work to CAG consultants (consultants awarded following the guidelines and processes from TfL Procurement) on the Quality of Life Indicators report due to a number of changes that have been asked for that were not in the original spec (see ADD2143).

The GLA also wishes to commission the copywriting, design and printing of the LSDC's Quality of Life Indicators 2017 report.

This decision form asks for approval to spend additional £13,000 to that end, making the cumulative total £28,000.

#### Decision:

That the Assistant Director of Environment approves:

1. Expenditure of up to £4,000 to further engage the consultants undertaking research for and producing the LSDC's fifth Quality of Life Indicators report 2017.
2. Expenditure of up to £9,000 for design of the report, copywriting of the report and estimated print costs.

#### AUTHORISING ASSISTANT DIRECTOR/HEAD OF UNIT:

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: Patrick Feehily

Position: Assistant Director of Environment

Signature:



Date:

21/12/17

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

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

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

After ADD2143 was approved, GLA (London Sustainable Development Commission Secretariat) conducted an open procurement procedure following the guidelines and processes from TfL Procurement. Two tenderers bid for the work and GLA awarded the contract to CAG Consultants based on the quality of the proposal (technical weighting) as well as on the assessment of value for money against the project budget (commercial weighting).

The GLA now wishes to award additional work to CAG consultants on the Quality of Life Indicators report arising as a number of changes have been asked for that were not part of the original specification when the contract was tendered.

After two rounds of reviews, LSDC commissioners requested additional changes that were outside the scope of the original specifications. These included:

- Adding a section on policy context for each indicator that would link the indicator assessment with current Mayoral, national, and international policies (including a specific link to relevant Sustainable Development Goals).
- Adding a new assessment measure “LSDC notes of caution” to highlight where the Commission believes an indicator's performance, despite being green or amber, provides a need to closely monitor future performance
- Additional commentary on the interlinkages between the indicators
- Attendance at additional Commission meetings to review progress on the report and present to the LSDC.

In light of the above requests, additional resources are needed in order to cover the following activities:

- 1 day for preparation & attendance at an additional LSDC meeting
- 1.35 days for preparation, attendance and follow-up for the third steering group meeting
- 2 days to cover responding to an additional round of comments
- 2 days to cover additional project management time

These resources represent an additional expenditure of up to £4,000 and do not require a contract amendment or further procurement processes and can be added to the original purchase order following agreement.

In addition, there is a commitment of estimated costs of up to £9,000 for design of the report, copywriting of the report and estimated print costs.

This makes the cumulative total ask £28,000 (including ADD2143 and ADD2183).

#### **Background**

The London Sustainable Development Commission was appointed by the then Mayor in 2002 to advise him on ways to make London a more sustainable city. A key role of the Commission is to promote sustainability in London.

The LSDC has recently been refreshed with a new Chair and Commissioners being appointed. The Commission is a non-statutory board and its role is to provide independent advice to the Mayor on making the capital a more sustainable city and to promote integrated and innovative solutions, policies and programmes to deliver improvements in quality of life for everyone, now and in the future. All Commission members are voluntary including the Chair and Deputy Chair.

The LSDC produced the first Quality of Life (QoL) Indicators Report in 2004, and in 2005 published its first progress report against the twenty QOL indicators. In 2005, the LSDC agreed they would move to three/four-yearly reporting on the indicators, and published a further Quality of Life Indicators Report in 2009 and 2012. On this timetable, a further report is now due.

Previous reports and more information on the work of the LSDC can be found at [www.londonsdc.org](http://www.londonsdc.org).

## **2. Objectives and expected outcomes**

The work to be completed in December to go to print (for printed reports to be available for the December virtual launch).

## **3. Equality comments**

As per ADD2143.

## **4. Other considerations**

As per ADD2143.

## **5. Financial comments**

- 5.1 Assistant Director's approval is sought for expenditure up to £13,000 for additional work done by CAG consultants on the London Sustainable Development Commission's Quality of Life Indicators report. ADD 2143 approved expenditure of up to £15,000 to engage a consultant to undertake research for and produce the LSDC's fifth Quality of Life Indicators report 2017. This means the total cost of producing this report will be £28,000.
- 5.2 All costs in producing the LSDC's fifth Quality of Life Indicators report 2017, including the additional £13,000 to be approved under this ADD is to be funded from the Environment 2017-18 Sustainable Development budget.

## **6. Planned delivery approach and next steps**

<b>Activity</b>	<b>Timeline</b>
Reports finalised	December 2018
Publication on website and press release	December 2018

## **Appendices and supporting papers:**

ADD2143

**Public access to information**

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOI Act) 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 approval or on the defer date.

**Part 1 Deferral:**

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

If YES, for what reason:

Until what date: (a date is required if deferring)

**Part 2 Confidentiality:** Only the facts or advice considered to be exempt from disclosure under the FOI Act should be 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:**

Alejandro Colsa has drafted this report in accordance with GLA procedures and confirms that the Finance and –if relevant– Legal teams have commented on this proposal as required, and this decision reflects their comments.

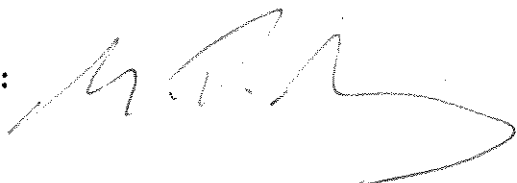
**Corporate Investment Board:**

The Corporate Investment Board reviewed this proposal on 18 December 2017.

**HEAD OF FINANCE AND GOVERNANCE:**

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

**Signature:**



**Date:**

18.12.17