

GREATER LONDON AUTHORITY

REQUEST FOR MAYORAL DECISION – MD2025

Title: Integrated Impact Assessment and Habitats Regulation Assessment

Executive Summary:

The Mayor has indicated that he would like a new London Plan to be adopted as soon as possible. As part of the preparation of the London Plan, under both European and National Legislation, the Mayor is required to undertake a number of assessments, namely an Integrated Impact Assessment and a Habitats Regulation Assessment. Approval is sought to commission these assessments to support the preparation of the new London Plan.

Decision:

That Mayor approves:

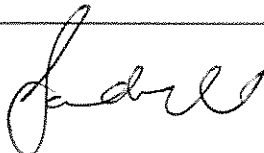
1. Expenditure of up to £170,000 for Integrated Impact Assessment services (up to £100,000: £50,000 in 2016-17, £40,000 in 2017-18 and up to £10,000 in 2018-19) and a Habitats Regulations Assessment (up to £70,000 in 2017-18) to support the new London Plan. Both elements will be procured in accordance with the GLA code of contracts.

Mayor of London

I confirm that I do not have any disclosable pecuniary interests in the proposed decision, and take the decision in compliance with the Code of Conduct for elected Members of the Authority.

The above request has my approval.

Signature:



Date:

12/10/16

PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE MAYOR

Decision required – supporting report

1. Introduction and background

- 1.1 The Greater London Authority Act 1999 (the “Act”) places responsibility for strategic planning in London on the Mayor, and requires him to produce a Spatial Development Strategy for London (also known as the London Plan); which he is required to keep under review.
- 1.2 The Mayor has indicated that he would like a new London Plan to be adopted as soon as possible. As part of the preparation of the London Plan, under both European and National Legislation, the Mayor is required to undertake a number of assessments.
- 1.3 Approval is sought to seek tenders through the Health & Safety and Environmental Services Framework to appoint a specialist consultant (or consortium of consultants) to prepare an IIA which will form the detailed technical evidence to support the assessment of the new London Plan. The IIA will include:
 - Strategic Impact Assessment (SEA) required in accordance with European Directive 2001/42/EC.
 - Sustainability Appraisal (SA) required under section 19 of the Planning and Compulsory Purchase Act 2004. Government guidance advises that it is possible to satisfy the requirement for an Sustainability Appraisal (SA) and an SEA in an integrated approach
 - Equalities Impact Assessment (EqIA) in line with GLA guidance ensuring that due regard is given to equality considerations in accordance with the requirements of the Equality Act (2010) and to promote race disability and gender equality are met.
 - Health Impact Assessment (HIA) incorporated into the IIA will ensure that the Mayor’s duty pursuant to section 30 of the Act to promote the reduction of health inequalities and have regard to the effects of his strategies on reducing health inequalities is met.
 - Community Safety Impact Assessment (CSIA) in line with the Mayor’s duty pursuant to Section 17 of the Crime and Disorder Act 1998 to do all that reasonably can be done to prevent crime and disorder and for all his strategies to have due regard to the likely effect on crime.
- 1.4 Approval is also sought to seek tenders through the Health & Safety and Environmental Services Framework (Transport for London Commercial team (who undertake GLA procurement) have advised that the GLA is able to use this framework and are assisting with this tender exercise) to appoint a specialist consultant (or consortium of consultants) to prepare a Habitats Regulations Assessment (HRA) in line with European Directive 92/43/EC regulations and the advice of Natural England.
- 1.5 The skills set required for the HRA are specialised. Therefore, in order to ensure that the most appropriate consultants are contracted, the decision has been made to procure a separate consultant for the HRA.
- 1.6 The IIA and HRA are statutory requirements that review each policy and the overall effect of the proposed Plan. The recently commission evidence agreed under ADD 2000 (Biodiversity Habitat in the Review of the London Plan) and ADD 2001 (Sites of Metropolitan Importance for nature conservation) will inform the development of individual policies and will inform the evidence base that supports the IIA and HRA. Whilst all pieces of work inform the development of the new London Plan, the statutory assessments and the development of the evidence base perform different functions.

2. Objectives and expected outcomes

Integrated Impact Assessment

- 2.1 As per the project brief in Attachment 1 the key project tasks for the preparation of the IIA to inform the full review of the London Plan are:
- to provide a written technical review as well as verbal feedback and assist with the finalising of the Scoping Report as a 'critical friend';
 - to provide a written review as well as verbal feedback of the strategic issues and scenarios for the full review of the London Plan, including documentation of any recommendations for the refinement of the scenarios;
 - to facilitate a workshop on the draft IIA scoping report that will feed into the draft IIA report;
 - to undertake an IIA appraisal of the draft policies of the full review of the London Plan and prepare a report detailing this process and its outcomes that will assist the Mayor and the GLA to meet their duties and the requirements of the European Directive for SEA, SA, EqIA, CSIA, and HIA
 - present the findings and recommendations of the draft IIA report to GLA colleagues;
 - if required, to review relevant responses to the public consultation on the draft full review of the London Plan and the IIA report, and where necessary revise the IIA report prior to any Examination in Public for the full review of the London Plan;
 - if required, to review relevant outcomes of the Examination in Public for the full review of the London Plan and where necessary revise the IIA report prior to adoption of the Plan.

Habitats Regulations Assessment

- 2.2 As per the project brief in Attachment 2 the key project tasks for the preparation of the HRA to inform the full review of the London Plan are:
- 2.3 An HRA screening report that should cover the following:
- Description of the role and purpose of HRA and the EU Habitats Directive; and
 - Review of baseline information on all Natura 2000 and Ramsar sites within and adjoining the Region, including qualifying features, conservation objectives, summary of factors that maintain site integrity, existing trends and pressures
 - Assessment of potential impacts resulting from the policies in the new London Plan.
- 2.4 If required, the full HRA process should then be completed and presented in a HRA report that should cover the following:
- A detailed assessment of how the effects identified in the screening report will impact on the integrity of European site(s).

- Alternatives and/or mitigation options that detail how the effects identified can be effectively avoided or mitigated.

3. Equality comments

- 3.1 The proposal is in accordance with the Greater London Authority's Equalities Framework in relation to procurement. Consultants will be asked to demonstrate how they comply with the Mayor's Equality and Diversity Policy Statement and related documents.
- 3.2 The Integrated Impact Assessment includes an Equalities Impact Assessment which includes requires the evaluation of the likely potential impacts, both positive and negative, of the London Plan on those with protected characteristics (age, disability, gender reassignment, pregnancy and maternity, race, gender, religion or belief, sexual orientation).

4. Other considerations

a) key risks

- 4.1 If during the public consultation of the London Plan or the during the Examination in Public, the draft London Plan policies are amended to such an extent that it is deemed necessary that the policies require a further assessment then this will result in the need for a further period of public consultation which, in turn, will delay the over London Plan programme by up to 2 months.
- 4.2 In terms of the HRA, if the screening report shows that the draft policies in the London Plan have the potential to have significant adverse impacts on the integrity of European site(s), the monitoring of these sites will be required. This would take 1 year and could delay the public consultation of the London Plan by a further 7 months.

b) links to Mayoral strategies and priorities

- 4.3 The IIA and HRA are legal requirements for the preparation of the London Plan, which is the overarching framework for all the Mayor's other strategies.
- 4.4 The Scoping Report for the IIA for the London Plan will also form the basis for the Scoping Reports and IIAs for the other Mayoral Strategies. An internal GLA steering group has been set up which includes the leads from each of the other Mayoral statutory strategies with the purpose to develop a framework which will be applied to the IIAs for each strategy, including the London Plan. The framework will include a common set of IIA objectives to be used for the assessment stage of the IIAs for each strategy. The guide questions which sit underneath each of the IIA objectives would be relevant and specific for the individual strategies.

c) impact assessments and consultations

- 4.5 In line with the Planning and Compulsory Purchase Act 2004, the GLA is required to carry out a SA and report on the findings of the appraisal of any review or replacement of the London Plan. There is also a requirement for an Strategic Environmental Assessment in accordance with European Directive 2001 / 42 / EC " the assessment of the effects of certain plan and programmes on the environment" and a Habitats Regulation Assessment in accordance with European Directive 92/43/EEC on the "conservation of natural habitats and wild fauna and flora for plans" that may have an impact of European (Natura 2000) Sites. If an IIA incorporating these statutory elements is not carried out, the replacement London Plan cannot be adopted.

5. Financial comments

Integrated Impact Assessment

- 5.1 Approval is being sought for the total expenditure of £ 170,000 to procure specialist technical services for an Integrated Impact Assessment and a Habitats Regulations Assessment for the new London Plan.
- 5.2 The contract will be procured over 3 financial years from 2016/17 to 2018/19.

Projects	2016/17	2017/18	2018/19	Total
Integrated Impact Assessment	50,000	40,000	10,000	100,000
Habitats Regulations Assessment		70,000		70,000

- 5.3 The proposed expenditure will be funded from the existing Statutory Strategies budget in the relevant years.
- 5.4 Any changes to this proposal, including budgetary implications will be subject to further approval via the Authority's decision-making process. All appropriate budget adjustments will be made.

6. Legal comments

- 6.1 The Mayor is required to prepare and publish a Spatial Development Strategy (known as the London Plan) under section 334 of the Act 1999. The Strategy must include his general policies in respect of the development and use of land in Greater London and must deal only with matters which are of strategic importance.
- 6.2 The Mayor has a duty under Section 340 of the Act to keep this strategy under review and he can under section 341(1)(a) of that Act at any time prepare and publish alterations of the strategy.
- 6.3 Sections 1 to 4 of this report indicate that in formulating the proposals in respect of which a decision is sought officers 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 (further details on equalities are set out in section 3 above) and to the duty under section 149 of the 2010 Act to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation as well as to advance equality of opportunity and foster good relations between people who share a protected characteristic and those who do not;
 - 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.
- 6.4 Officers have indicated in paragraph 1.4 and 1.5 of this report that the framework under which it is proposed that the consultancy services are required are to be "called off" can be used on behalf of bodies such as the GLA in accordance with relevant procurement law.

6.5 Officers must ensure that the consultancy services required must be procured fully in accordance with the requirements of that framework and appropriate “call-off” documentation is put in place and executed by the successful bidders(s) and the GLA before the commencement of the services.

7. Investment & Performance Board

Not applicable

8. Planned delivery approach and next steps

Activity	Timeline
Procurement of contract	Aug 2016
Announcement [if applicable]	Sept 2016
Delivery Start Date [for project proposals]	Sept 2016
Final evaluation start and finish (self/external) [delete as applicable]:	
Delivery End Date [for project proposals]	March 2019
Project Closure: [for project proposals]	March 2019

Appendices and supporting papers:

Annex 1 - Integrated Impact Assessment Project Brief

Annex 2 - Habitats Regulation Assessment Project Brief

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? YES

If YES, for what reason:

Yes until procurement has been completed

Until what date: (a date is required if deferring) 30 November 2016

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 to confirm the following (✓)

Drafting officer:

Rachael Rooney has drafted this report in accordance with GLA procedures and confirms the following have been consulted on the final decision.

✓

Assistant Director/Head of Service:

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

✓

Sponsoring Director:

Fiona Fletcher-Smith has reviewed the request and is satisfied it is correct and consistent with the Mayor's plans and priorities.

✓

Mayoral Adviser:

Jules Pipe has been consulted about the proposal and agrees the recommendations.

✓

Advice:

The Finance and Legal teams have commented on this proposal.

✓

EXECUTIVE DIRECTOR, RESOURCES:

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

Signature *M. D. O'Leary*

Date 10-10-16

CHIEF OF STAFF:

I am satisfied that this is an appropriate request to be submitted to the Mayor

Signature *D. Bellamy*

Date 10-10-16

Annex 1

Integrated Impact Assessment (excluding Habitats Regulation Assessment) of the New London Plan

Project Specification

1. Purpose of Work

- 1.1 The Greater London Authority ('GLA') wishes to appoint a supplier of Sustainability Appraisal ('SA') (including Strategic Impact Assessment ('SEA')), with the explicit inclusion of Health Impact Assessment ('HIA'), Community Safety Impact Assessment ('CSIA') and Equalities Impact Assessment ('EqIA') in the form of an Integrated Impact Assessment ('IIA') to support a full review of the London Plan.
- 1.2 Outcomes from this consultancy project will include IIA reports that incorporate an Environmental Report as required by the European Directive for SEA. An initial IIA report should be prepared following the initial drafting of a new London Plan, and a full IIA report, plus separate Equalities Impact Assessment shall be published with the public consultation draft of the London Plan. Any significant changes to the Plan following public consultation or an Examination in Public will need to be included in a revised IIA report that should be published with the final adopted London Plan. Non-technical summaries of all reports will also be required.

2. Background

- 2.1 The GLA is a unique form of strategic citywide government for London. It is made up of a directly elected Mayor and a separately elected Assembly. The mayor is responsible for drafting a number of statutory strategies and for setting the budget for the GLA and its functional bodies.
- 2.2 The Act places responsibility for strategic planning in London on the Mayor, and requires him to produce a Spatial Development Strategy for London (also known as the London Plan); he is also required to keep it under review. The Greater London Authority Act 2007 gave the Mayor additional powers, including powers to 'call in' and determine major planning applications where a borough is failing to follow London Plan policies or where there is unreasonable delay in making decisions. The Act devolves responsibilities from Whitehall to the Mayor to tackle climate change and health inequalities in London. There are currently discussions underway about the further devolvement of powers across a range of issues.
- 2.3 The Mayor of London has indicated that he would like a new Plan to be adopted as soon as possible. The latest London Plan was published in 2016 and is a consolidated version based on the 2011 plan – including three minor alterations (Revised Early Minor Alterations 2013, Further Alterations 2015 and Minor Alterations 2016).

Integrated Impact Assessment

- 2.4 The Mayor has legal duties to consider the following:
 - Economic development and wealth creation (GLA Act 1999, as amended)
 - Social development (GLA Act 1999, as amended)
 - Protection and Improvement of the environment (European Directive 201/42/EC on SEA, The Environmental Assessment of Plans and Programmes Regulations 2004, GLA Act 1999, as amended)
 - Health inequality and promoting Londoners' health (GLA Act 1999, as amended)
 - Community safety (Crime and Disorder Act 1998, Police and Justice Act 2006)

- Equality of opportunity, elimination of discrimination and the promotion of good community relations (GLA Act 1999, as amended, Equality Act 2010)

2.5 The GLA adopts an integrated approach to demonstrate how these duties have been considered in the form of an Integrated Impact Assessment. This enables any common themes to be considered together.

2.6 An internal GLA steering group has been set up which includes the leads from each of the other Mayoral statutory strategies with the purpose to develop a framework which will be applied to the IIAs for each strategy, including the London Plan. The framework will include a common set of IIA objectives to be used for the assessment stage of the IIAs for each strategy. The guide questions which sit underneath each of the IIA objectives will be relevant and specific for the individual strategies.

Strategic Environmental Assessment / Sustainability Appraisal

2.7 The Mayor is required to undertake a Strategic Environmental Assessment (SEA) of any of his plans and programmes that are considered to have significant effects on the environment under the European Directive 2001/42/EC (known as the SEA Directive). The SEA Directive has been transposed into UK law through the Environmental Assessment of Plans and Programmes Regulations 2004 (Statutory Instrument 2004 No.1633). The purpose of the Directive is to ensure that environmental considerations are integral to the preparation and adoption of the plan or programme.

2.8 A Sustainability Appraisal (SA) is required under the Planning and Compulsory Purchase Act 2004. It is based on the principles of SEA but is wider in focus and covers the other key considerations of sustainability that concern social and economic issues. The then Office of the Deputy Prime Minister (ODPM) released guidance for regional and local planning authorities on how to undertake a SA which integrates the requirements for SEA with broader sustainability objectives. The guidance considers that it is possible to satisfy the SA and SEA requirements through a single integrated approach, and it is this approach which has been undertaken for alterations to the London Plan since it was first published in 2004. The National Planning Policy Guidance sets out the most recent advice on the preparation of SEAs and SAs¹.

Sustainability Appraisal Scoping Report

2.9 The GLA will prepare the draft scoping report (known as Stage A) for the full review to the London Plan. However, the successful consultants will be asked to provide a 'critical friend' review the Scoping Report, mainly in relation to the methodology and guide questions.

Equalities legislation

2.10 The Mayor and GLA have "general public body duties" under equalities legislation and like all public bodies, have statutory duties to promote equality arising from the Equality Act 2010. The Mayor and the GLA also have an additional duty to promote equality of opportunity arising from the GLA Act 1999 (as amended).

2.11 The Equality Act 2010 includes a new single public sector equality duty ("the Duty") that brings together the previous race, disability and gender duties and extends coverage to the following:

- age
- disability
- gender reassignment

¹ <http://planningguidance.communities.gov.uk/blog/guidance/strategic-environmental-assessment-and-sustainability-appraisal/>

- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation
- marriage and civil partnership (applicable only to the need to eliminate unlawful discrimination).

2.12 These are the grounds upon which discrimination is unlawful and are referred to as 'protected characteristics.'

2.13 The Duty requires the Mayor and the GLA when exercising their functions to have due regard to the following:

1. **Eliminate unlawful discrimination, harassment and victimisation** and any other conduct which is unlawful under the Equality Act 2010
2. **Advance equality of opportunity** between people who share a protected characteristic, and those who don't have that characteristic. This means in particular:
 - a. **Removing or minimising disadvantages** suffered by people who share a protected characteristic that are connected to that characteristic
 - b. **Taking steps to meet the needs of people** who share a protected characteristic that are different from the needs of people who don't have that characteristic
 - c. **Encouraging people** who share a protected characteristic **to participate in public life or in any other activity** in which their participation is disproportionately low
3. **Foster good relations** between people who share a protected characteristic, and those who don't have that characteristic. This means, in particular:
 - a. **Tackling prejudice**
 - b. **Promoting understanding**

2.14 Compliance with these duties may involve treating some persons more favorably than others.

Health Impact Assessment

2.15 The Mayor has a duty under the Act to promote the reduction of health inequalities and to have regard to the effects of his strategies on reducing health inequalities in London. Therefore the IIA is to include an identifiable Health Impact Assessment (HIA), which is the established method of considering health issues in policy development in London.

Community Safety Impact Assessment

2.16 There is a statutory requirement for the GLA to follow Section 17 of the Crime and Disorder Act 1998. Section 17 places a duty on the GLA to have due regard, when preparing plans and strategies, to the likely effect of these plans and strategies on, and the need to do all that it reasonably can, to prevent crime and disorder in its area. The Police and Justice Act 2006 has broadened the scope of Section 17 to encompass misuse of drugs, alcohol and other substances, anti-social behaviour and behaviour adversely affecting the environment. The IIA process will incorporate a specific Community Safety Impact Assessment (CsIA) which will set out how these issues have been considered.

2.17 Specific results and outcomes related to health, equalities, and community safety are to be clearly documented within the final IIA report. This will allow particular audiences to focus on the impacts they are most concerned about. It will also help the Mayor refine his proposed policies. As with

previous revisions or alterations to the London Plan, this approach should build on past assessments that have been undertaken for the London Plan and other Mayoral strategies.

Habitats Regulation Assessment

- 2.18 A separate commission will be let for the undertaking of the Habitats Regulation Assessment (HRA). This is a separate exercise with distinct legal requirements, however the consultants appointed to do the IIA will be required to liaise closely with the successful HRA consultants. The preparation of the Habitats Regulation Assessment will run in parallel to the preparation of the IIA.
- 2.19 Consultants are able to bid for both contracts if they so wish.

3. Key Outputs

- 3.1 As stated above the GLA will prepare the Scoping Report (Stage A) for the full review of the London Plan and incorporate any comments received from the statutory consultees and stakeholder workshop.
- 3.2 The key project tasks for the development of the IIA to inform the full review of the London Plan are:
- to provide a written technical review as well as verbal feedback and assist with the finalising of the Scoping Report as a 'critical friend'(mainly methodology and guide questions);
 - to provide a written review as well as verbal feedback of the strategic issues and scenarios for the full review of the London Plan, including documentation of any recommendations for the refinement of the scenarios;
 - to facilitate a workshop on the draft IIA scoping report that will feed into the draft IIA report;
 - to undertake an IIA appraisal of the draft policies of the full review of the London Plan and prepare a report detailing this process and its outcomes that will assist the Mayor and the GLA to meet their duties outlined above and meet the requirements of the European Directive for SEA (Stages B and C). This report should also include a robust EqIA, CSIA, and HIA and where required provide clear recommendations as a result of each assessment. A separate EqIA report and non-technical summary shall also be prepared. The consultants should also work closely with the consultants responsible for HRA and reflect this assessment where necessary in the IIA reports. In undertaking the assessment of the draft policies in the London Plan, the consultants should employ a collaborative way of working with the policy leads within the London Plan to understand the policies and their potential impacts. The alternative policy options to be tested should be agreed with the lead GLA officer before that element of the sustainability appraisal is developed;
 - present the findings and recommendations of the draft IIA report to GLA colleagues;
 - if required, to review relevant responses to the public consultation on the draft full review of the London Plan and the IIA report, and where necessary revise the IIA report prior to any Examination in Public for the full review of the London Plan;
 - if required, to review relevant outcomes of the Examination in Public for the full review of the London Plan and where necessary revise the IIA report prior to adoption of the Plan.

The Equality Impact Assessment

3.3 The EqIA should:

- identify any evidence of unlawful discrimination within the scope of the new London Plan, and/or where there might be a risk of unlawful discrimination. It should recommend actions to eliminate this, or mitigate that risk;
- collate evidence of disadvantages experienced in the policy areas being reviewed through the new London Plan by the protected groups in London, identify the specific needs of protected groups and identify any relevant areas where protected groups are under-represented;
- in the light of these, it should assess the impact of the proposed policies on each of the protected groups and identify any opportunities to promote good relations;

4. Project Management and Reporting

- 4.1 The consultants will be expected to attend a project inception meeting in September/ October 2016. During the assessment stage of the IIA there will need to be regular meetings with the project manager and other London Plan team members on individual policies. The GLA wishes to publish a consultation draft of the IIA Scoping Report in October 2016. Subject to detailed project planning with the successful consultants, the wider IIA project will be generally in accordance with the following timetable that will work towards publishing a new London Plan by the Autumn of 2019.

Task/Output	Date
Deadline for receipt of tenders	Sept 2016
Shortlist of tenders and award contract	Sept 2016
Project inception meeting	Sept 2016
Draft Project Plan (including consultation arrangements)	Sept 2016
Input as a critical friend for scoping report development	Oct 2016
Publish draft scoping report for 5 weeks stakeholder consultation	Oct 2016
Draft scoping report workshop	Nov 2016
Initial assessment of strategic options for the London Plan	Nov 2016
Prepare initial IIA Report	Jan-April 2017
Seminars with London Plan team	Early 2017
Carry out appraisal work on the draft London Plan	Jan – April 20-17
Prepare IIA Report - first draft to GLA for comment and	Jan – April 2017

amends (including presentation of findings with wider GLA colleagues) - second draft for comment	
Publish draft IIA report for 12 weeks public consultation (alongside draft London Plan)	Oct 2017
If required, revisions to IIA Report following public consultation responses	Feb 2018
If required, revisions to IIA Report following the Examination in Public	mid - late 2018

5. The project will be managed by a Principal planner in the GLA's London Plan Team and steered by an internal project management group made up of GLA officers. Regular contact with the project manager will be expected. It is anticipated that the project could have a duration of up to three financial years.

5.1 The consultants may be required to support the London Plan team at the Examination in Public when the IIA is debated and/or present to an expert panel/seminar such as for a technical seminar in advance of the Examination in Public to be arranged by the GLA. This requirement will be on top of any reporting back to the London Plan team as noted in the tasks above and should not be included in the tender quote, but noted as part of an hourly or day rate.

All analysis shall be generally in accordance with the assessment methodology set out by Government guidance and best practice documentation.

All associated imagery and mapping will be submitted to the GLA for their unrestricted use. Maps, images and surveys shall be supplied in the same format as the existing London Plan and shall be high resolution for large format displays.

5.2 The reports required in this commission should be presented in two bound copies and one unbound copy. An electronic copy of the text in Microsoft Word format should also be provided by USB.

6. Skills Required

6.1 The consultants will be expected to have understanding, expertise and resources as follows and must provide details and examples of this within its tender response.

- Demonstrated knowledge spatial planning issues and IIA at a regional level including:
 - Skills / experience in SA/SEA;
 - Skills / experience in HIA;
 - Skills / experience in CSIA; and
 - Skills / experience in EqIA.
- An understanding of the GLA's health, sustainable development, community safety objectives, equality and diversity strategies.

- Demonstrable knowledge of SA/SEA best practice.
- Experience in data presentation and analysis.
- Experience of working with other consultant teams on closely integrated projects.

6.2 This tender project is being carried out in conjunction with that for an Habitats Regulations Assessment, and consultants are welcome to demonstrate they have a good working relationship with consultants that are bidding for that project.

7. Costs

7.1 Tendering will be via a competitive process. When choosing the supplier, the GLA will assess bids on the basis of the most value for money tender.

8. Responses

8.1 Responses to this specification should detail the following:

Price

- Total fixed cost for the contract, excluding VAT; and
- Breakdown of all staff and other costs associated with the contract;

Approach

- An indication of whether you will be working independently on the project or in a partnership approach (in which case you should include details of the partnership composition);
- Methodology;
- Detailed description of how the specification will be delivered; and
- Proposed detailed programme of the work.

Personnel

- Qualifications and experience of the proposed personnel in the form of individual CVs. The amount of time each member will spend on the project must also be included; and
- Relevant experience of the contractor's project team, relating to contracts of a similar nature where applicable.

9. Procurement Procedures

9.1 The broad timetable for procurement is set out above. The table below shows the evaluation criteria that will be used and the relative weighting of the different elements.

Criteria	Weighting
Qualitative aspects comprising	70%
Methodology including demonstration for consultative approach that brings in expertise where appropriate	20%

Demonstration of clear and tangible benefits to the strategy development process that have resulted from previous similar work.	10%
Demonstration of experience of similar work including experience of working with other consultant teams on closely integrated projects	10%
Strength of contractor's proposed evaluation / analysis framework	15%
Experience and qualification of staff including CV's of staff that will be assigned to the project	15%
Price comprising	30%
Value for money demonstrated by building on existing work	
TOTAL	100

10. Terms and conditions

- 10.1 The Contract will be let under the Framework Terms and the enclosed call-off-conditions.
- 10.2 Please specifically note, the standard liability clause. If this is considered inappropriate please include what you think is reasonable in your submission and reflect this in the tender price.
- 10.3 Payment will be made at intervals subject to satisfactory completion of each project milestone. The suggested payment structure is:

Project Milestone	Percentage payment
Critical review and workshop facilitation	10%
First draft of IIA report and presentation to GLA colleagues	65%
Final IIA report, EqIA report and non-technical summary	25%

References

GLA

Mayoral Priorities

http://www.sadiq.london/a_manifesto_for_all_londoners

The London Plan 2016 - Consolidated with Alterations since 2011

<https://www.london.gov.uk/what-we-do/planning/london-plan/current-london-plan>

Other

Crime and Disorder Act 1998

European Directive 2001/42/EC (known as SEA Directive)

National Planning Practice Guidance

<http://planningguidance.communities.gov.uk/blog/guidance/strategic-environmental-assessment-and-sustainability-appraisal/>

The Greater London Authority Act 2007

European Directive 92/43/EC (on the "conservation of natural habitats and wild fauna and flora for plans" that may have an impact of European (Natura 2000) Sites)

Habitats Regulation Assessment of the new London Plan

Project Specification

1. Purpose of the work

- 1.1 The Greater London Authority (GLA) wishes to appoint a supplier of Habitats Regulation Assessment (HRA) services that will support a full review of the London Plan.
- 1.2 This project specification will cover the GLA's requirements for both an initial screening assessment and, if required, a full HRA of any affected Natura 2000 designated sites. It is expected that the key outcome from this consultancy project will be an initial screening assessment for the HRA process, however, the results of this assessment will determine whether a full HRA process is required.

2. Background

- 2.1 The GLA is a unique form of strategic citywide government for London. It is made up of a directly elected Mayor and a separately elected Assembly. The Mayor is responsible for drafting a number of statutory strategies and for setting the budget for the GLA and its function organisations.
- 2.2 The Greater London Authority Act 1999 places responsibility for strategic planning in London on the Mayor, and requires him to produce a Spatial Development Strategy for London (also known as the London Plan); he is also required to keep it under review. The Greater London Authority Act 2007 gave the Mayor additional powers, including powers to 'call in' and determine major planning applications where a borough is failing to follow London Plan policies or where there is unreasonable delay in making decisions. The Act devolves responsibilities from Whitehall to the Mayor to tackle climate change and health inequalities in London. There are currently discussions underway about the further devolvement of powers across a range of issues.
- 2.3 The Mayor of London has indicated that he would like a new London Plan to be adopted as soon as possible. The latest London Plan was published in 2016 and is a consolidated version based on the 2011 plan – including three minor alterations (Revised Early Minor Alterations 2013, Further Alterations 2015 and Minor Alterations 2016). Regulation 102 of the Conservation of Habitats and Species Regulations 2010 (as amended) (the 'Habitats Regulations') requires that competent authorities assess the effects of land use plans on European sites² to determine whether there will be any 'likely significant effects' (LSEs) on any European sites as a result of the plan's implementation (either on its own or 'in combination' with other plans or projects); if there are LSEs, there will be a need for the competent authority to undertake an Appropriate Assessment to determine whether or not there will be any adverse effects on the sites' integrity. The process by which the effects on European sites of a plan (or project or programme) are assessed is widely referred to (as in this report) as 'Habitats Regulations Assessment' (HRA).

² Strictly, 'European sites' are any Special Area of Conservation (SAC) from the point at which the European Commission and the UK Government agree the site as a 'Site of Community Importance' (SCI); any classified Special Protection Area (SPA); any candidate SAC (cSAC); and (exceptionally) any other site or area that the Commission believes should be considered as an SAC but which has not been identified by the Government. However, the term is also commonly used when referring to potential SPAs (pSPAs), to which the provisions of Article 4(4) of Directive 2009/147/EC (the new wild birds directive) are applied; and to possible SACs (pSACs) and listed Ramsar Sites, to which the provisions of the Habitats Regulations are applied a matter of Government policy (NPPF para 118) when considering development proposals that may affect them. 'European site' is therefore used in this report in its broadest sense, as an umbrella term for all of the above designated sites.

- 2.3 The Habitats Regulations provide for the designation and protection of European sites, the protection of European protected species, and the adaptation of planning and other controls for the protection of European sites.
- 2.4 Under the Habitats Regulations screening for HRA entails consideration of whether a plan is likely to have significant adverse impact on the conservation objectives of designated EU conservation sites, and therefore whether HRA is required. If significant adverse impact is likely then a full HRA proceeds beyond screening to explore in more detail whether the plan will impact negatively on the site or sites in question. Where significant adverse impacts are expected, the HRA considers whether alternative measures can be adopted. If there are no viable alternatives, the plan can proceed only if there are 'imperative reasons of overriding public interest'.
- 2.5 A separate tendering exercise is being undertaken to develop the Integrated Impact Assessment (IIA) for the new London Plan. This is a separate exercise with distinct legal requirements; however, the consultants appointed to do the HRA will be required to liaise closely with IIA project consultants. The preparation of the Habitats Regulation Assessment will run in parallel to the preparation of the IIA.
- 2.6 Consultants are able to bid for both if they so wish to.

3. Key Outputs

- 3.1 The key project outputs for this consultancy project are as follows:
- An HRA screening report that should cover the following:
 - Description of the role and purpose of HRA and the EU Habitats Directive; and
 - Review of baseline information on all Natura 2000 and Ramsar sites within and adjoining the Region, including qualifying features, conservation objectives, summary of factors that maintain site integrity, existing trends and pressures, and
 - Assessment of potential impacts resulting from the policies within the new London Plan.
 - If required, the full HRA process should then be completed and presented in a HRA report that should cover the following:
 - A detailed assessment of how the effects identified in the screening report will impact on the integrity of European site(s).
 - Alternatives and/or mitigation options that detail how the effects identified can be effectively avoided or mitigated.
- 3.2 The consultant's proposal for both stages of a HRA should be described and costed separately. The initial commission will cover the HRA screening report only.
- 3.3 A decision will be made by the London Plan team in conjunction with Natural England following receipt of the HRA screening report as to whether a detailed HRA of any effected site(s) will need to be carried out.

4. Consultation timetable

- 4.1 In addition to the project outputs outlined above, the consultants are required to prepare presentations and be available to facilitate consultation workshops. The estimated commitment is outlined in the following table for meetings.

Meeting	Date
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If deemed necessary, attend as 'observers' the Advisory Group workshop on the IIA scoping report (to be held during the consultation period on the IIA Scoping Report).	Oct 2016
Meeting with London Plan team (and nominees) to discuss the scenario testing process and draft policies for the new London Plan.	Jan – April 2017
Steering Group meeting to discuss the screening exercise and draft report.	April 2017
If required, seminar with London Plan team on the results of the screening exercise.	May /June 2017

5. Project Management and reporting

- 5.1.1 The consultants will be expected to attend a project inception meeting in October 2016. This will be followed by meetings with the Project Management Group as required for the remainder of the project to ensure that all milestones are met. The consultants will also be expected to engage with Natural England as required.
- 5.1.2 The GLA wishes to publish the HRA screening report in conjunction with the publication of the draft London Plan in Autumn 2017, however it will need to be finalised by spring 2017 in case a full HRA is required.
- 5.1.3 Subject to detailed project planning with the successful consultants, the project will be generally in accordance with the following timetable. The London Plan team are working towards publishing a new London Plan by Autumn 2019.

Task/Output	Date
Deadline for receipt of tenders	September 2016
Shortlist of tenders and award contract	September 2016
Project inception meeting	September 2016
Draft HRA project plan (and any consultation arrangements)	September /Oct 2016
Produce Screening Report	Jan /April 2017

- 5.3 If a full HRA is required the following outlines an indicative timetable for undertaking this work.

Undertake a Habitats Regulation Assessment	May 2017 – May 2018
Derive alternatives and mitigation measures and -	June 2018

carry out necessary consultation	
Prepare HRA report	June 2018
Publish HRA report for 12 weeks public consultation (alongside draft London Plan)	June 2018- Sept 2018
If required, revisions to the HRA report following public consultation responses	Autumn 2018

- 5.4 The project will be managed by a Principal planner in the GLA's London Plan Team and steered by an internal project management group made of GLA officers. Regular contact with the project manager will be expected.
- 5.5 The project management group may also request that the screening results are presented to an expert panel/seminar such as for a technical seminar in advance of the Examination in Public to be arranged by the GLA. This requirement will be on top of any other reporting requirements noted in the tasks above and should not be included in the tender quote, but noted as part of an hourly or day rate.
- 5.6 The screening analysis shall be in accordance with the assessment methodology set out by relevant guidance and best practice documentation.
- 5.7 All associated imagery and mapping will be submitted to the GLA for their unrestricted use. Maps, images and surveys shall be supplied in the same format as the existing London Plan and be high resolution for large format displays.
- 5.8 The reports required in this commission should be presented in two bound copies and one unbound copy. An electronic copy of the text in Microsoft Word format should also be provided on USB.

6 Skills required

- 6.1 The consultants will be expected to have understanding, expertise and resources as follows, and must provide details and examples of the same within its tender response.
- Demonstrated knowledge of spatial planning and HRA issues at regional level including:
 - Experience of HRA best practise and how it fits in with IIA
 - Experience in data presentation and analysis
 - Experience of working with other consultant teams on closely integrated projects

7. Costs

- 7.1 Tendering will be via a competitive process. When choosing the supplier, the GLA will assess bids on the basis of the most value for money tender.

8. Responses

- 8.1 Responses to this specification should detail the following:

Price

- Total fixed cost for the contract, excluding VAT; and
- Breakdown of all staff and other costs associated with the contract;

Approach

- An indication of whether you will be working independently on the project or in a partnership approach (in which case you should include details of the partnership composition);
- Methodology;
- Detailed description of how the specification will be delivered; and
- Proposed detailed programme of the work.

Personnel

- Qualifications and experience of the proposed personnel in the form of individual CVs. The amount of time each member will spend on the project must also be included; and
- Relevant experience of the contractor's project team, relating to contracts of a similar nature where applicable.

9. Procurement Procedures

9.1 The timetable for procurement is set out above. The table below shows the evaluation criteria that will be used and the relative weighting of the different elements.

Criteria	Weighting
Qualitative aspects comprising	70%
Methodology including demonstration for consultative approach that brings in expertise where appropriate	20%
Demonstration of clear and tangible benefits to the strategy development process that have resulted from previous similar work.	10%
Demonstration of experience of similar work including experience of working with other consultant teams on closely integrated projects	10%
Strength of contractor's proposed evaluation / analysis framework	15%
Experience and qualification of staff including CV's of staff that will be assigned to the project	15%
Price comprising	30%
Value for money demonstrated by building on existing work	
TOTAL	100

10. Terms and conditions

10.1 The Contract will be let under the Framework Terms and the enclosed call-off-conditions.

10.2 **Please specifically note, the standard liability clause.** If this is considered inappropriate please include what you think is reasonable in your submission and be reflected in the tender price.

10.3 Payment will be made at intervals subject to satisfactory completion of each project milestone. The suggested payment structure is:

Project Milestone	Percentage payment
First draft of HRA report and presentation to GLA colleagues	60%
Final HRA report	40%

References

GLA

- Mayoral Priorities
http://www.sadiq.london/a_manifesto_for_all_londoners
- The London Plan 2016 - Consolidated with Alterations since 2011
<https://www.london.gov.uk/what-we-do/planning/london-plan/current-london-plan>

Other

- European Directive 92/43/EC (on the "conservation of natural habitats and wild fauna and flora for plans" that may have an impact of European (Natura 2000) Sites)
- The Conservation (Natural Habitats, &C) (Amendment) (England and Wales) Regulations 2006
- European Directive 2001/42/EC (known as SEA Directive)