

REQUEST FOR MAYORAL DECISION – MD1414

Title: 2015/16 Funding for the new London.gov.uk website

Executive Summary:

The Mayor approved (under cover of MD1326) the commencement of a two year programme of work to build a new London.gov.uk website. It approved expenditure of £1,350,000 during 2014/15 (including £300,000 of expenditure to be funded by external income) and £500,000 in 2015/16.

This approval sets out the details of funding required to complete the programme in the 2015/16 financial year.

Decision:

That the Mayor approves:

1. Additional GLA expenditure of £175,000 for the 2015/16 financial year for the completion of the London.gov.uk Redevelopment (LGRedev) programme; and
2. The variation to the GLA's current contract for web development services with CTi Digital to extend the provision from 1 April 2015 to project completion and launch in Summer 2015 (cost to be determined).

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:

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

Decision required – supporting report

1. Introduction and background

- 1.1 The Mayor, under cover of MD1326, approved:
- a two year programme, to develop and launch a new London.gov.uk website; and
 - £1,350,000 of expenditure during 2014/15 and £500,000 during 2015/16.
- 1.2 Work is currently progressing well on developing the website. An external web development company, CTi Digital, has been procured to provide the primary development services, along with a number of third party companies providing skills in developing and integrating specialist products and services with the website.
- 1.3 CTi Digital was procured through a competitive exercise using the Government Procurement Service's GCloud 4 Framework. A number of other suppliers, providing design, taxonomy and digital asset management were also procured, through either competitive exercises run by TfL Procurement or, in the case of digital asset management services, through a shared services agreement with London and Partners.
- 1.4 The new website will be launched to the public in the summer of 2015 as originally planned.
- 1.5 MD1326 set out that the 2014/15 budget would include £300,000 of funding from MOPAC and LEP. As the programme has developed it has become clear that any additional funding will only be available for bespoke website functionality, thus far none has been identified. This funding will not be available to contribute to the core website functionality. The overall programme has been re-planned to manage with reduced funding in 2014/15, without compromising the overall outcomes. However, it has been estimated that an additional £175,000 will be required in 2015/16 to mitigate for the loss of the external funding, with carry forward requests to be made for any funds not committed during 2014/15.
- 1.6 The remainder of the funding will be used to procure, in accordance with the GLA Contracts and Funding Code, the following:
- Web development services (by way of the variation of the current contract with CTi Digital)
 - Design services
 - Testing services
 - Search services
 - Procurement and implementation of specialist third party services e.g. email preference centre, polls and discussion forums etc.
- 1.7 As the detailed design is still underway, there is still a possibility that individual business units or MOPAC may require bespoke functionality within the website. Any requirements will be considered on a case-by-case basis, and the ability of the business area to fund the development would be a key consideration.

2. Objectives and expected outcomes

- 2.1 A number of the programme objectives as set out in MD1326 have been successfully achieved. The remainder of the project seeks to achieve the following objectives:

- Securing all additional web development services required for the remainder of the programme, through the variation of the current contract with the web development partner. The contract let under GCloud 4 Framework makes provision for its variation within its two year term
- Successful completion of all technical development work to deliver the new london.gov.uk website.
- All required website hosting, technical support and maintenance services specified, procured and implemented.
- Public launch of the new London.gov.uk website.

2.2 The practical outcomes from the project have not changed from those set out in MD1326, namely to put user needs and requirements at the heart of the way that the website looks and works so that they:

- Feel informed about the Mayor and the London Assembly
- Are able to access and influence London Government
- Understand and participate in key projects and events
- Engage in investigations and be aware of the Assembly's work.

3. Equality comments

- 3.1 A great deal of research was carried out to ensure the website designs and functions are usable and accessible by the widest community of users. The aim is that the new London.gov.uk website achieves an "AA" rating in accessibility as regulated by the World Wide Web Consortium's (W3C) Web Accessibility Initiative (WAI).
- 3.2 Further, the new website is being designed and developed using a "mobile first" approach, meaning that not only will it fully work on traditional PCs and laptops but will provide a full service to tablet and smartphone users as well, increasing its accessibility and usability.

4. Other considerations

4.1 Risks

- 4.1.1 This is a large and complex programme of work involving the development of a website from scratch and integrating a large number of third party systems. This has naturally led to a number of risks that have had to be carefully managed and mitigated by the Board. The main risk, which will continue to arise during the rest of the programme is that any delay in even one of the elements required to be delivered risks delays to the entire programme.
- 4.1.2 The Board are also carefully managing risk associated with scope creep, including additional/unforeseen functionality requirements. At this stage it is anticipated that any additional requirements will form later stages of the website development and will not be included in the summer rollout.
- 4.1.3 There are a number of financial risks that have had to be carefully managed during 2014/15 and others will arise during the remainder of the project. In the main, these risks will involve unforeseen expenditure items and working to a reduced budget without compromising quality. The reduced budget arises from the £300,000 external funding not being made available to the project. This will be mitigated if the additional £125,000 funding is made available to the project.

4.2 Links to Mayoral Strategies and Priorities

This programme is one of the main pillars of the GLA's Digital Strategy, as approved in MD1193.

4.3 Impact assessments and consultations

The Programme Board has continued to consult widely with all Directorates in the GLA at both a strategic and operational level, as well as with the GLA Group.

4.4 Financial appraisal

Spending position and forecast for 2014/15

Item / Description	Amount	Notes
Approved budget for 2014/15	£950,000	
Expenditure / commitments from 01/04/14 – 20/10/14	£660,000	
Estimated expenditure to 31/3/15	£950,000	

Budget requested for 2015/16

Item / Description	Amount	Notes
Total budget required for 2015/16	£675,000	To complete the programme

Composition of the budget required for 2015/16

Item / Description	Amount	Notes
Total budget required for 2015/16	£675,000	
Comprised as follows:		
- Allocation from 2014/15 underspend (this Approval)	£125,000	
- Contribution from 2014/15 Tech. Group budgets	£50,000	
Direct GLA funding in 2015/16 (as per MD1326)	£500,000	As approved in MD1326
Total	£675,000	

5. Financial comments

- 5.1 Approval is being sought for additional expenditure of £175,000 in 2015-16 to fund the completion of a new London.gov.uk website.
- 5.2 This additional expenditure of £175,000 will be funded from underspends of £125,000 elsewhere within the Resources 2014-15 budget and £50,000 from the 2014-15 TG Programme Delivery budget.
- 5.3 The costs of the variation to the contract for web development services with CTi Digital, extending the provision to the launch in Summer 2015, will be contained within the existing budget provision.
- 5.4 All carry forward requests are subject to approval as part of the year end process and all requisite budget adjustments will be made. In the case that the carry forward request is not approved, the costs will be funded from within the existing Resources Budget in 2015-16.

- 5.5 As this decision relates to contracts, officers have to ensure that the requirements of the Authority's Contracts and Funding Code are adhered to.
- 5.6 Any changes to this proposal must be subject to further approval via the Authority's decision-making process.
- 5.7 The Technology Group Unit within Resources Directorate will be responsible for managing this project.

6. Legal comments

- 6.1 The foregoing sections of this report indicate that:
 - 6.1.1 the decisions requested of the Mayor fall within the powers of the Authority, to do anything which maybe considered to be facilitative of or conducive or incidental to the promotion of the improvement of the environment and economic development and wealth creation in Greater London; and
 - 6.1.2 in formulating the proposals in respect of which a decision is sought officers have complied with the Authority's related statutory duties to:
 - (a) pay due regard to the principle that there should be equality of opportunity for all people;
 - (b) 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
 - (c) consult with appropriate bodies.
- 6.2 Officers must ensure that:
 - 6.2.1 The CTi Digital contract is varied in accordance with the provisions in that contract for the same and that such variation is document and executed by the Authority and provider before the expiry of the commencement of the varied services; and
 - 6.2.2 Any further services or supplies required will be procured in consultation with TfL Procurement who will determine the detail of the procurement strategy to be adopted in accordance with the Authority's Contracts and Funding Code. Officers must liaise with TfL Procurement in this regard and to ensure all necessary contract documentation is put in place and executed before commencement of such services or supplies.

7. Investment & Performance Board

This Approval has not been submitted to IPB since it is an update on MD1326, which the Mayor was content to be submitted for his sign off. It was however discussed in detail at budget prioritisation stage.

8. Planned delivery approach and next steps

Activity	Timeline
Procurement of contract [for externally delivered projects]	February 2015
Announcement [if applicable]	Early March 2015
Delivery Start Date [for project proposals]	April 2015
Final evaluation start and finish (self)	June 2015
Delivery End Date [for project proposals]	July 2015
Project Closure: [for project proposals]	September 2015

Appendices and supporting papers:

MD1139

MD1326

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: There are a number of procurements to be carried out under this approval and disclosure prior to the above date would enable bidders to determine budgetary amounts thereby distorting competition and prejudicing the GLA's ability to secure value for money.

Until what date: (a date is required if deferring). 1 April 2015

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:

Duminda Baddevithana 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:

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

✓

Sponsoring Director:

Martin Clarke has reviewed the request and is satisfied it is correct and consistent with the Mayor's plans and priorities.

✓

Mayoral Adviser:

Will Walden 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

Date

CHIEF OF STAFF:

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

Signature

Date