

GREATER LONDON AUTHORITY

REQUEST FOR ASSISTANT DIRECTOR DECISION – ADD2114

Title:

Appointment of Altair Consultancy and Advisory Services Ltd to complete the Impact Assessment Report of the London Housing Strategy 2017

Executive Summary:

The Mayor has a statutory duty to develop a London Housing Strategy (LHS). To support the development of the LHS, the Mayor has a legal duty to carry out impact assessments, which should include an Equalities Impact Assessment, a Health Impact Assessment, and a Community Safety Impact Assessment.

The LHS is currently being developed by members of the Housing Unit of the Housing & Land Directorate. It is envisaged that this will be published for public consultation at the end of July 2017 and adopted as a final statutory strategy by March 2018.

Members of the GLA's Housing and Land Directorate will be responsible for scoping and assessing impacts for the policies for which they are responsible. Following a full and transparent procurement process in line with the GLA's procurement guidelines, Altair Consultancy and Advisory Services Ltd have been selected to amalgamate these into one report, create a draft impact assessment for public consultation alongside the Draft LHS and, potentially, produce a revised report to be published with the final adopted LHS. This decision authorises spending to support this commission.

Decision:

That the Assistant Director of Programme, Policy and Services approves:

1. The commissioning of Altair Consultancy and Advisory Services Ltd to produce a report and a draft impact assessment for public consultation alongside the draft LHS 2017.
2. Following consultation, if required, produce a revised report that shall be published with the final adopted LHS.
3. Expenditure of up to £24,000 with Altair Consultancy and Advisory Services Ltd for the production of a report and a draft impact assessment for public consultation and a revised report following public consultation that will be published with the final adopted LHS.

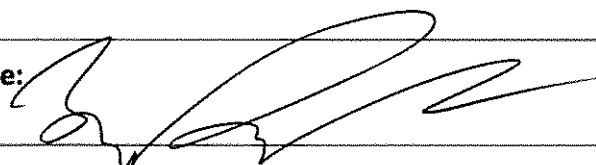
AUTHORISING ASSISTANT DIRECTOR:

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: Jamie Ratcliff

Position: Assistant Director of Programme, Policy and Services

Signature:



Date:

22.5.2017

PART I - NON-CONFIDENTIAL FACTS AND ADVICE

Decision required – supporting report

1. Introduction and background

A new version of the London Housing Strategy (LHS) is currently being produced by members of the Housing Unit of the Housing & Land Directorate. It is envisaged that this will be published for public consultation at the end of July 2017 and adopted as a final statutory strategy by March 2018.

To support the development of the Strategy it needs to undergo impact assessments in order to meet a number of statutory requirements. These will include an Equalities Impact Assessment, a Health Impact Assessment, and a Community Safety Impact Assessment.

Members of the GLA's Housing and Land Directorate will scope the impact assessment process (i.e. agree objectives and baseline data for the impact assessments) and they will be responsible for undertaking assessments for the policies for which they are responsible.

In order to fully consider the cumulative impacts of the various policies, within a single assessment a decision was made to procure external consultancy support to carry out an amalgamated impact assessment report.

After a full and transparent procurement process in line with the GLA's procurement guidelines, Altair Consultancy and Advisory Services Ltd (Altair) have been selected to amalgamate the impact assessments into one report, create a draft impact assessment for public consultation alongside the Draft LHS and, if there are any significant changes to the strategy following consultation, including these in a revised report to be published with the final adopted LHS.

The key tasks for Altair will be to:

- Collate the impact assessments produced by GLA officers and check for consistency and robustness;
- Prepare a single report containing an Equalities Impact Assessment, a Health Impact Assessment, and a Community Safety Impact Assessment of the Draft London Housing Strategy and, where required, refer readers to other relevant documents (particularly the Strategic Environmental Assessment being undertaken for the London Plan);
- If required, following public consultation of the draft impact assessment report, review public responses to the consultation and revise the report prior to publication of the final LHS to take into account these responses and any changes made to the Draft Strategy.

In order to procure Altair to carry out this work, a competitive tender was carried out and three organisations were approached to provide quotes.

At the end of this exercise, two bids were obtained. Having evaluated the bids and interviewed both applicants Altair were awarded the contract, as their bid demonstrated a greater understanding of the work required and was the best value of the two bids.

It is estimated that the cost of the consultancy will be up to £24,000 broken down as follows:

- To produce a report and a draft impact assessment for public consultation alongside the draft LHS 2017 will be no more than £14,000.
- To produce a revised report following public consultation that will be published with the final adopted LHS will be no more than £10,000.

2. Objectives and expected outcomes

- 2.1 An amalgamated report of the impact assessments carried out by the policy leads for the draft 2017 LHS.
- 2.2 A draft impact assessment to accompany the Draft LHS during public consultation from August 2017 to October 2017.
- 2.3 A revised report following the public consultation to support the final version of the LHS when it is published in March 2018.

3. Equality comments

- 3.1 The impact assessments to be carried out include an Equalities Impact Assessment which will evaluate the likely potential impacts, both positive and negative, of the LHS on those with protected characteristics (age, disability, gender, gender reassignment, pregnancy and maternity, race, religion or belief, sexual orientation).
- 3.2 The procurement of the supplier complied with GLA responsible procurement policy which includes a commitment to encouraging equality and diversity.

4. Other considerations

4.1 a) key risks and issues

There are no immediate risks related to the commissioning of Altair to carry out this work. Any risks are associated with delays to the production of the strategy and the impact assessment report, including as a result of amendments following the public consultation. However, these risks will not be increased by the commissioning of Altair.

4.2 b) links to Mayoral strategies and priorities

The impact assessments are a statutory requirement for the preparation of the LHS.

5. Financial comments

This decision requests approval to spend up to £24,000 to commission the Impact Assessment Report of the London Housing Strategy 2017. This expenditure will be funded from Management Support and Consultancy budget within Housing & Land department and will be expended in 2017/18 financial year.

6. Legal Comments

There are no particular legal implications arising at this stage.

7. Planned delivery approach and next steps

Activity	Timeline
Supplier Procured	May 2017
Delivery start date	May 2017
Draft impact assessment report completed	July 2017
Public consultation	August to October 2017
Redraft of impact assessment report following public consultation	November 2017
Delivery end date	December 2017
Sign off by Mayor, London Assembly and Secretary of State	December 2017 to March 2018
Adoption of final strategy and impact assessment report	March 2017

Appendices and supporting papers:

None

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:**

Philip Farr 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.

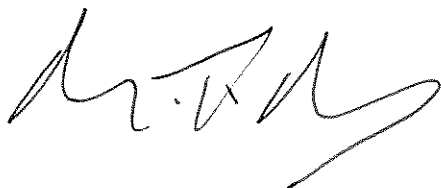
Corporate Investment Board:

The Corporate Investment Board reviewed this proposal on 22 May 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:

22.05.17