

# GREATER LONDON AUTHORITY

## REQUEST FOR ASSISTANT DIRECTOR DECISION – ADD2602

**Title: Government and Parliamentary Monitoring Service**

### Executive Summary:

This decision requests approval for the exercise of a contractual option for a further 12 months of service (October 31 2022 – October 31 2023) with Dehavilland Information Services Ltd, to provide a parliamentary monitoring service to the 'GLA group Government Relations team' which for the purposes of this ADD include the following organisations:

- Greater London Authority including the London Assembly
- Transport for London
- Mayor's Office for Policing and Crime
- London Legacy Development Corporation
- Metropolitan Police Service
- London Fire Commissioner
- London Ambulance Service

### Decision:

That the Interim Assistant Director for Public Affairs approves a further extension to the contract with Dehavilland Information Services Ltd, to provide a parliamentary monitoring service, noting that the cumulative expenditure to the GLA is £20,000 over the course of the contract to 2023, with other GLA Group bodies contributing an equal share to the total cost (the annual contract is £31,000 per annum).

### 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:** Luke Bruce

**Position:** Interim Assistant Director  
Public Affairs

**Signature:**



**Date:**

20/10/22

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

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

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

1.1. A central element of the work of the GLA Government Relations team and corresponding teams within the GLA Group and related organisations (together called the 'GLA Group Government Relations Team') is monitoring the activities of Government and Parliament and ensuring that staff across the group are kept updated regarding announcements and developments. The effectiveness of this work depends to a great extent on the timeliness and comprehensiveness of the information that we receive, and for this we rely on the information sent to us by a Parliamentary monitoring company.

- DeHavilland has provided this service for the past four years and they deliver comprehensive monitoring, covering:
  - Legislations
  - Debates and parliamentary questions, committee inquiries
  - Government, party political and other relevant and specified organisations' press notices
  - Government consultations
  - Elections
  - Budget / Spending Reviews
  - The King's Speech
- Forward planning information, including ministerial diaries and forthcoming business.
- A dedicated, accessible and searchable website for clients.
- General and tailored email alerts on key information.
- Contact / biographical information for MPs, Peers, and Government departments.
- A single contact point.

1.2 The provision for this extension is set out under section 1 of the contract signed between the GLA and Dehavilland Information Services Ltd. A similar extension, under the provisions of the contract was agreed for 2021/22.

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

2.1 The monitoring service underpins much of the work of the GLA group Government Relations teams, who provide support to their respective organisations in the delivery of public affairs, and engagement with central and local government and parliament.

### **3. Equality comments**

- 3.1 Under section 12 of the contract between Dehavilland Information Services Ltd and the GLA it states that: The Authority is under a duty under section 149 of the Equality Act 2010 to have due regard to the need to eliminate unlawful discrimination on the grounds of sex, marital or civil partnership status, race, sexual orientation, religion or belief, age, pregnancy or maternity, gender reassignment or disability (a “Relevant Protected Characteristic”) (as the case may be) and to promote equality of opportunity between persons who share a Relevant Protected Characteristic and persons who do not share it. In providing the Services, the Service Provider shall assist and cooperate with Authority where possible in satisfying this duty; and where possible shall provide the Services in such a manner as to:
- promote equality of opportunity for all persons irrespective of their race, sex, disability, age, sexual orientation or religion;
  - eliminate unlawful discrimination; and
  - promote good relations between persons of different racial groups, religious beliefs and sexual orientation

### **4. Other considerations**

#### **4.1 Risks and Issues**

The efficiency savings that will be achieved through a group contract ensure value for money, and the information provided will ensure the GLA Group Government Relations Teams are made aware of any government / parliamentary business that could impact on their respective organisations. The current contract will end without an extension on 31 October 2022 so there is a risk that all of the organisations would be without a monitoring service without an extension as set out in the contract and a tender exercise would need to undertaken that could lead to a considerable gap in service.

#### **4.2 Link to Mayoral Strategies and Priorities**

It is vital that the Government Relations Team are kept informed of significant parliamentary business, given our engagement in government legislation that could impact on the Mayor / London and be made aware of significant government announcements that could also have an impact.

### **5. Financial comments**

- 5.1 Approval is being sought for the exercise of a contractual option for a further 12 months of service (October 31 2022 – October 31 2023) with Dehavilland Information Services Ltd to provide a government and parliamentary monitoring service for the amount of £31,000. The service would continue to provide members of the GLA Group and related organisations (namely the GLA, TfL, MOPAC, LLDC, MPS, London Fire Commission, London Assembly and London Ambulance Service) with a government and parliamentary monitoring service.

- 5.2 Each member of the GLA Group and related organisations will contribute towards the cost of this contract equally based on the actual contract cost. The net GLA cost of up to £4,000 will be met from the existing Government Relations Budget.
- 5.3 Government Relations team within Strategy and Communications will manage this contract and budget. Officers should also ensure income contributions from members is invoiced for in a timely manner.

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

Activity	Timeline
Delivery Start Date [for project proposals]	1.11.22
Delivery End Date [for project proposals]	31.10.23

**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**

Sarah Gibson has drafted this report in accordance with GLA procedures and confirms the following:

✓

**Corporate Investment Board**

A summary of this decision was reviewed by the Corporate Investment Board on 31 October 2022

✓

**ASSISTANT DIRECTOR OF FINANCE AND GOVERNANCE: Tricia Clark on behalf of Anna Casbolt**

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

**Signature**



**Date**

**31/10/22**