

# MDA No.: 1755

## Title: Expenditure relating to Modern.Gov Agenda Management System

### 1. Executive Summary

- 1.1 Since 2010 the GLA Committee Services team has used Modern.Gov agenda and meeting management software and an associated app for the production and publication of meeting-related papers for the GLA Group. This includes a range of Mayoral boards, and formal meetings of the London Assembly, Transport for London (TfL), the London Legacy Development Corporation (LLDC) and the Old Oak and Park Royal Development Corporation (OPDC).
- 1.2 Officers are now looking to reprocur Modern.Gov and approval is sought for expenditure of up to £45,000 over a three year period for the Assembly's instance of the Modern.gov software and related costs.
- 1.3 Separate approval has been sought for the non-Assembly elements of the expenditure.

### 2. Decision

- 2.1 **That expenditure of up to £45,000 over a three year period be authorised (ie up to £15,000 per year) for the Assembly's instance of Modern.Gov software and related costs.**

#### Assembly Member

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:**



**Printed Name:** Bassam Mahtouz, Chair of the GLA Oversight Committee

**Date:** 6 August 2025

### **3. Decision by an Assembly Member under Delegated Authority**

#### **Background and proposed next steps:**

- 3.1 Modern.Gov software is a database and web publishing tool which is used by the GLA's Committee Services Team to:
- Manage the preparation and publication of statutory and relevant non-statutory agendas, reports and minutes in consistent formats for meetings supported by the Team.
  - Manage and publish details of committees, committee memberships and substitute memberships.
  - Automatically generate meetings and agenda web pages, thereby enabling successful preparation and publication of all relevant meeting-related papers for the Mayor, London Assembly Members, Board and Authority Members, the public, media, officers and other interested parties.
  - Instantly produce labelled, collated and numbered electronic papers.
  - Produce a calendar of meetings for the public, media and interested external and internal users.
  - Generate e-mail alerts which inform all interested parties as to the dates/times of relevant meetings and the business to be transacted at those meetings.
- 3.2 Since 2010, the Modern.gov software has been used by the Committee Services Team to support meetings held by the London Assembly. As the Team has grown and entered into shared services arrangements with other parts of the GLA family, the Team now uses five instances of the software to support meetings of the London Assembly, Mayoral Bodies, the London Legacy Development Corporation (LLDC) , Old Oak and Park Royal Development Corporation (OPDC), Transport for London (TfL), and the London Policing Board.
- 3.3 It is now proposed to repurchase the Modern.gov software, the related app and hosting services for a period of two years with the option of an additional one year extension. The services and related licenses will be procured for the benefit of the GLA and the other organisations set out above. The procurement will be undertaken via a mini-competition under the terms of the Reseller Framework 3 and with the assistance of TfL's Procurement & Commercial Team.
- 3.4 Approval is sought under cover of this form for the London Assembly's spend on the Modern.gov system of up to £45,000 over a three year period.
- 3.5 This approval is sought in accordance with the delegation of authority agreed by the London Assembly on 19 July 2018, as follows: "That authority be delegated to the Chair of the GLA Oversight Committee to approve, following consultation with the Deputy Chair of the GLA Oversight Committee and, where appropriate, the relevant Assembly Committee Chair (and any other member as deemed necessary), any non-routine expenditure in relation to the Assembly's scrutiny functions, with the exception of expenditure for polling, which is subject to separate procedures, as outlined in the Assembly's Decision-Making Framework".
- 3.6 The exercise of delegated authority will be formally reported to the GLA Oversight Committee in due course.
- 3.7 Approval for non-Assembly elements of the expenditure has been sought separately.

**Confirmation that appropriate ~~delegated~~ authority exists for this decision:**

Signature (Committee Services):



Printed Name: Rebecca Arnold

Date: 5 August 2025

**Financial Implications:**

The expenditure will be met from the London Assembly's Committee Services Miscellaneous budget for each of the years.

Signature (Finance):



Printed Name: Felix Agyemang

Date: 05.08.2025

**Legal Implications:**

The Chair of the GLA Oversight Committee has the power to make the decision set out in this report.

Signature (Legal):



Printed Name: Rory McKenna, Monitoring Officer

Date: 11.08.2025

Email: [rory.mckenna@london.gov.uk](mailto:rory.mckenna@london.gov.uk)

**Supporting Detail / List of Consultees:**

- Emma Best AM, Deputy Chairman of the GLA Oversight Committee.

**4. Public Access to Information**

- 4.1 Information in this form (Part 1) is subject to the FoIA, or the EIR and will be made available on the GLA Website, usually within one working day of approval.
- 4.2 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.
- 4.3 **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? YES

If yes, until what date: 30 October 2025 - to preserve confidentiality of budgets until the procurement process has concluded.

**Part 2 – Sensitive Information:**

Only the facts or advice that would be exempt from disclosure under FoIA or EIR should be included in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a part 2 form? NO

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**Lead Officer / Author**

Signature:



Printed Name: Rebecca Arnold

Job Title: Assistant Director, Committee and Member Services

Date: 11 August 2025

**Countersigned by Executive Director:**

Signature:



Printed Name: Helen Ewen

Date: 11 August 2025