

GREATER LONDON AUTHORITY

REQUEST FOR ASSISTANT DIRECTOR DECISION – ~~ADD1243~~ ADD2143

Title: London Sustainable Development Commission's Quality of Life Indicators Report 2017

Executive Summary:

The GLA wishes to engage a consultant(s) to undertake the research for and the writing of the London Sustainable Development Commission's (LSDC) fifth Quality of Life Indicators report (QOL).

This decision form asks for approval to spend £15,000 to that end.

Decision:

That the Assistant Director of Environment approves:

1. Expenditure of up to £15,000 to engage a consultant to undertake research for and produce the LSDC's fifth Quality of Life Indicators report 2017.

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: Patrick Feehily

Position: Assistant Director of Environment

Signature:



Date:

22/8/17

PART I - NON-CONFIDENTIAL FACTS AND ADVICE

Decision required – supporting report

1. Introduction and background

The GLA wishes to engage a consultant(s) to undertake the research for and the writing of the London Sustainable Development Commission's (LSDC) fifth Quality of Life Indicators report (QOL).

The purpose of the report is to monitor a suite of indicators chosen to provide a snapshot of London's sustainability performance and provide baseline data that will inform the LSDC's future work programme.

To date, the QOL Report has:

- Provided an independent, overall 'benchmark' on the sustainability of London; and
- Identifies policy gaps the LSDC believes the Mayor may need to address in more detail.

The QOL Report will also be used as the basis in making the case for further interventions and to direct further research. It also provides an opportunity for the LSDC to highlight key sustainability issues that still exist in London and raise the profile of initiatives such as the development of a cleantech cluster for London.

The 2017 report data will need to be compared to previous QOL reports to show a long-term picture of sustainability in London and changes taking place. A high level international comparison with other large cities will be required as well as a consideration of other relevant initiatives such as the UN Sustainable Development Goals (SDGs).

Background

The London Sustainable Development Commission was appointed by the Mayor in 2002 to advise him on ways to make London a more sustainable city. A key role of the Commission is to promote sustainability in London.

The LSDC produced the first QOL Indicators Report in 2004, and in 2005 published its first progress report against the twenty QOL indicators. In 2005, the LSDC agreed they would move to three/four-yearly reporting on the indicators, and published a further Quality of Life Indicators Report in 2009 and 2012. On this timetable, a further report is now due.

Previous versions of the report can be found at:

http://www.londonsdc.org/documents/qol_reports/lcdc_qol_indicators_2004.pdf

http://www.londonsdc.org/documents/qol_reports/lcdc_qol_indicators_2005.pdf

http://www.londonsdc.org/documents/qol_reports/QoL_indicators.pdf

Latest version of report: <http://www.londonsdc.org/lcdc/research.aspx>

More information on the work of the LSDC can be found at www.londonsdc.org.

2. Objectives and expected outcomes

Requirements

The consultant(s) will produce a bespoke London report that will raise awareness and inform future debate:

- To inform action at the national, regional and local level, with a particular focus on Mayoral priorities;
- Provide a robust evidence base that can be used to analyse London's sustainability performance and develop the LSDC future work programme.

The report will:

- Use and build on existing international, national and London research and data collection in this field;
- Use quantitative data, to back-up evidence and assumptions.
- The commentary for the key issues arising from the report will be illustrated with relevant good practice London case studies.

The report will contain the following elements:

- Assessment and analysis of the existing indicator and data set and provide recommendations of any updates necessary as highlighted in the previous report and through consultation with the steering group and key GLA stakeholders.
- Recommend a structure for the report taking into account of, for instance, any appropriate reference to "A City for all Londoners" <https://www.london.gov.uk/get-involved/have-your-say/all-consultations/city-all-londoners> ; the UN SDG's; and comment on any improvements to the presentation of the report.
- A factual commentary on each indicator, and a paragraph/sentence on why this indicator was chosen/what it signifies
- For each indicator identify the EU regulation (or other non- EU Regulation if higher) or policy that covers it (if any), in order to identify gaps that would need to be filled by new, post-Brexit legislation/policies.
- A high level international comparison on sustainability performance with other major (comparable) world cities – using a limited number of indicators
- Commentary and analysis of the results emerging from the indicators drawing out three or four key issues that still need to be tackled in London as highlighted by the results
- Commentary on key issues arising from the report, illustrated with London case studies
- Future recommendations on report and data gaps

2017 Indicators

Generally the same indicators are expected to be used for the 2017 report as were used in the 2012 report in order to allow comparison, however they will need to be reviewed and some may need to be revised or added/deleted. A steering group will be set up to provide oversight for the project consisting of LSDC commissioners, GLA officers from the Sustainable Development Team, Intelligence and other officers as necessary. In addition an internal consultation will be undertaken with GLA officers for their advice and input in the revision of any indicators

See http://www.londonsdc.org/documents/research/LSDC_QoLIndicators_2012_Evidence%20Report.pdf for the 33 Indicators used in the 2012 report.

Audiences

There are potentially multiple audiences for the QOL report for London: The GLA group, businesses, decision-makers in local authorities and other public bodies (e.g. Development Corporations; Primary Care Trusts etc). Consequently, the QOL report should have two levels of accessibility:

- a technical level providing data and information and the ability to drill down to specifics;
- and a generic level providing a narrative explaining the direction of travel for the headline indicators.

Outputs

- Final full report
- Executive Summary document

3. Equality comments

The report will comply with the GLA's policies on equality and accessibility.

- The report will cover a number of indicators that will cover the social, environmental and economic agendas.
- In particular, the report will be looking to highlight equality issues in the report.

The evaluation process will be conducted to ensure that submissions are evaluated fairly to select the most economically advantageous offer. The quotation evaluation process will take account of the following:

Evaluation Criteria

	Weighting(s)
Quality of proposal <ul style="list-style-type: none">• Demonstrate understanding of the requirements with an effective approach/methodology to collecting, collating and analysing data relating to the project requirements.	35%
Technical capabilities and capacity <ul style="list-style-type: none">• Evidence of relevant expertise experience, inclusive of CVs• Evidence of undertaking similar work	35%
Conformance with the GLA's Responsible Procurement Policy Equality, Diversity, and sustainability	10%
Total Technical Weighting	80%
Assessment of value for money against the project budget - proposals will be recognised for being proportionate to the amount of time and budget available	20%
Total Commercial Weighting	20%

The letting of the contract will be managed by the GLA's sustainable Development Team. A contract will be granted after a competitive tender process.

The final QoL Indicators report be produced with consideration to making it accessible to Londoners, with non-technical summaries available for the public.

4. Other considerations

Please ensure this section covers

a) key risks and issues

High level risks

	Risk description (cause, 'risk event', potential impacts)	Mitigation/Risk response (state if the response is done or pending)	Probability (1-4)	Impact (1-4)	RAG
1	Delay in getting data from GLA officers	Engage GLA officer early in the timeline and develop a steering group. Internal consultation to be undertaken	2	4	Red
2	Delay in having a draft ready in time for the first LSDC full commission meeting in July	Start project asap, LSDC first full commission meeting has been moved to Sept	2	3	Red
3	Reputational risk of the quality of the document not being up to scratch	The draft report will be subject to peer review by a number of people including GLA officers	1	3	Amber
4	Risk that QoL design will overrun and/or not meet the needs of Londoners and stakeholders	Have a dedicated person/s looking at design, infographics and consultation.	2	1	Green

b) links to Mayoral strategies and priorities

The QoL indicators report covers indicators that link directly to the London Environment Strategy, London Plan and other Mayoral strategies, such as those dealing with housing, transport, economic development.

The QoL report will be written with input from the GLA directorates and departments to ensure that the indicators are robust and relevant.

c) impact assessments and consultations.

Production of the QoL Indicators report will be developed with consultation from key GLA teams who cover the issues and areas of focus for the report. In addition, external consultees such as the Environment agency and Natural England will also be consulted on the indicator set.

5. Financial comments

5.1 The expenditure of up to £15,000 will be funded from the Sustainable Development Programmes budget for 2017-18, held within the Communities and Intelligence Directorate.

6. Legal Comments

N/A

7. Planned delivery approach and next steps

Set out how the project will be delivered and complete the outline timetable

Dispatch of ITT documents	Early June
Selection of providers for interview (including interview, if required):	End of June
Inception meeting with steering group	30th June
Consultation on indicators with stakeholders	4 th July onwards
Progress meeting with steering group	w/c 10th July
Draft report presentation at LSDC meeting as part of its 1 st business planning session	26th July
Progress meeting with steering group	Mid-August
Draft report	13th Sept
Final report due	Mid Sept
Launch	Late Sept / October

Appendices and supporting papers:

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

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:

Nusrat Yousuf 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 14 August 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: 22-08-17

