

# GREATER LONDON AUTHORITY

## REQUEST FOR ASSISTANT DIRECTOR DECISION – ADD412

**Title: Showing solidarity with Brussels**

### Executive Summary:

On Tuesday 22 March 2016 a series of explosions took place in Brussels, this terrorist attack resulted in a number of fatalities and injuries. To show solidarity in light of these terrible events, the GLA on behalf of the Mayor of London and London Assembly, and working with HM Government and the Belgian Embassy, arranged to light a series of London landmarks with the Belgian flag colours on the evening of Wednesday 23 March. On Thursday 24 March a vigil was held in Trafalgar Square attended by the Ambassador and Deputy Mayor.

### Decision:

That the Assistant Director of External Relations approves expenditure of up to £25,000 to cover the costs of projection onto the National Gallery and the creation of a flag on steps of the Trafalgar Square for the vigil.

### 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:** Emma Strain

**Position:** Assistant Director of External Relations

**Signature:**



**Date:**

29/3/16

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

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

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

On Tuesday 22 March 2016 a series of explosions took place in Brussels resulting in a number of fatalities and injuries.

To show solidarity in light of these terrible events, the Mayor of London and London Assembly, working with HM Government and the Belgian Embassy, arranged to light a series of London landmarks with the Belgian flag colours on the evening of Wednesday 23 March.

On Thursday 24 March a vigil was held in Trafalgar Square attended by the Ambassador and Deputy Mayor to pay tribute to the victims of these terror attacks.

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

On Tuesday 22 March City Hall joined a number of Government buildings in the capital in flying the Union flag and the Belgian flag at half-mast.

On Wednesday 23 March a projection of the Belgian flag was beamed onto the National Gallery and the Trafalgar Square fountains were coloured red and gold. Working with other key London agencies and the Department for Culture, Media and Sport, we arranged for the following London landmarks to also be lit with the colours of the Belgian flag.

- London Eye
- Wembley Stadium Arch
- Tower Bridge.
- The National Theatre

On Thursday 24 March a 25-metre silk flag was placed on the central staircase in Trafalgar Square ahead of a vigil organised in partnership with the Belgian Embassy between 6pm and 10pm. Members of the public attended to pay tribute and to leave flowers and light candles.

#### **3. Equality comments**

Not applicable

#### **4. Other considerations**

None.

#### **5. Financial comments**

The cost of up to £25,000 for this project will be funded from the existing External Relations budget held within the External Affairs Directorate for 2015-16. All appropriate budget adjustments will be made.

## 6. Planned delivery approach and next steps

The activity was planned and delivered in a three-day period and as such a single tender approach was taken, procuring a supplier from the TfL/GLA events framework. The framework does allow for single source procurement.

<b>Activity</b>	<b>Timeline</b>
Scope of works agreed	22/3/16
Announcement	23/3/16
Delivery Start Date	23/3/16
Projection on to National Gallery	23/3/16
Creation of flag on steps for vigil	24/3/16
Vigil	24/3/16
Delivery End Date	24/3/16

### 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:**

Jon-Paul Graham 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.

**HEAD OF FINANCE AND GOVERNANCE:**

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

**Signature:**



**Date:**

29.03.16