

Invitation to Quote: Supporting the Future Generations Commissioner for Wales' Advice and Assistance on the Welsh Government Budget Setting Process

1. Context

Cymru Can

The Future Generations Commissioner for Wales recently published his strategy for 2023-2030, Cymru Can. The strategy was developed through a process of speaking with people and organisations across Wales to understand what is most important for the Commissioner to focus on during his term in office to help improve the well-being of current and future generations. Cymru Can sets out the five missions that emerged from that process, they are:

- Implementation and Impact
- Climate and Nature
- Health and Well-being
- Culture and Welsh Language
- A Well-being Economy
- Plus, two cross-cutting areas of focus: Food and Artificial Intelligence.

Budgeting and budget planning is an important part of these missions and it is also a mandated corporate area for application of the Well-being of Future Generations (Wales) Act 2015.

The Commissioner's analysis of the Annual Budget

Since the team was first established, the Future Generations Commissioner for Wales has undertaken analysis of the Welsh Government's annual budget setting. This process shapes the advice and assistance provided by the Commissioner in undertaking their duties. It also forms part of the annual budget scrutiny cycle undertaken by Senedd Cymru to which the Commissioner is usually invited to give evidence to help to inform its recommendations to Welsh Government.

As one of the biggest decision-making processes to happen in the Welsh public sector it is essential that the Welsh Budget is delivered in line with the requirements of the Well-being of Future Generations Act, with sustainable development at its heart.

Previously, the analysis undertaken by the office has focused on establishing the extent to which the process has applied the five ways of working which underpin sustainable

development as outlined in the Well-being of Future Generations Act. Alongside this, in some years analysis has also had a particular area of focus highlighted by the Commissioner, for example, how the Draft Budget has prioritised decarbonisation actions.

In line with the Commissioner's new strategy Cymru Can, we would like support to understand how Welsh Government applies the Act in allocating its budget and how the budget helps deliver on their well-being objectives and on the priorities outlined in each of the Commissioner's five Missions. The Commissioner's aim is to understand how well the budget is likely to enable progress against those priorities, and where they are potentially going to have the opposite effect.

Within the difficult financial background we are finding ourselves, we are looking for affordable/cost-effective more technical input and support to deliver this.

More information on each of the five missions can be found by clicking on the links above.

2. The Brief

a. Baselineing (over the period August-September 2024)

As we did not have the mission focus that we have now when we undertook our analysis in previous years, we would like to commission an analysis looking back at final Welsh Government budgets, including in-year amendments across the previous 3-year multi-annual budget period (2020-2024) to identify:

- A baseline position for how the priorities identified in the five missions of the Cymru Can Strategy have been supported through the Budget;
- This includes under our overarching mission, 'Implementation and Impact', a baseline position of how well the budget has aligned to the five ways of working outlined in the Well-being of Future Generations Act: Involvement, Collaboration, Integration, Prevention (in particular using the [agreed definition of prevention](#) between FGC and Welsh Government), and Long-term; as well as against the well-being objectives highlighted in the Programme for Government;
- Examples of where the Budget has previously aligned well to each mission focus;
- The gaps that demonstrate where we need to encourage change in the next Budget period.

b. Establishing a methodology for ongoing analysis over a three-year Budget cycle (over the period October 2024)

Using the findings from the baselining exercise at section a), we would like you to establish a consistent scoring methodology to assess how well the Draft Budget aligns to the priorities highlighted by each of our missions each year and towards preventative spending.

- This same scoring methodology should be applicable to any changes to the Budget which take place in-year.
- We will use this methodology to track the performance of the budget setting process against the priorities of each of our five missions and each of the five ways of working and Welsh Government's well-being objectives over a three-year period after which we will evaluate the methodology.

c. Supporting analysis of the Draft Budget 2025/26 (as required over the period November 2024 – March 2025 subject to Welsh Government timeframes)

Undertake an analysis of the Draft Budget 2025/26 when it is published, expected in December 2024 but this date is subject to slight change at the discretion of the Welsh Government, to:

- Apply the scoring methodology established at section b) to help us understand how it reflects the advice we have given to the Welsh Minister for Finance from each mission.
- Support members of the FGC team to understand and be able to apply the scoring methodology.

3. Duration of the contract

This contract covers a 9-month period to 31 March 2025.

4. Budget

Could you please provide an estimated cost to an indicative budget of £10-15K (to include VAT) as the top budget for this work following the timeline below? Please also include any additional tasks the work might need to include if needed.

5. Responding to this invitation to quote:

Please provide:

- An outline of your relevant experience including relevant people in your team;
- Details of total price for this work. This should include a detailed breakdown of the number of days work along with cost that you estimate will be required to undertake each task set out at a) to c). Whilst we are looking for realistic estimates, we will be looking for each task to be undertaken as efficiently as possible;
- A proposed timeline for completion of each task and the overarching project following the key dates listed below. The work must be completed by 31 March 2025;
- A declaration of any political affiliations or any personal connection to the Office of the Future Generations Commissioner for Wales that we should be made aware of, and if any, how they would be managed before appointing any supplier;
- Your response to the FGC Supplier Procurement Questionnaire at the back of this invitation to quote;
- Confirmation that you will be available to undertake the tasks at the times set out during the financial year 2024/25.

6. Scoring

Responses will be scored using 1/3 equal weighting between technical expertise, price and well-being questionnaire (see below).

Please email this information to contactus@futuregenerations.wales by **16th August**.

Key Dates - subject to limited flexibility

Date	Process
22 nd July 2024	Invitation to quote issued
16 th August 2024	Quotes received
19 th August 2024	Successful supplier appointed
20 th August 2024 Or 2 nd September	Contract start date – Inception meeting on this date
August-September 2024	Baselining
October 2024	Establishing a methodology for ongoing analysis over a three-year Budget cycle

November 2024 – March 2025	Supporting analysis of the Draft Budget 2025/26 (subject to Welsh Government timeframes)
31 st March 2025	Contract end date

FGC Sustainability Supplier Procurement Questionnaire

To help select our suppliers in accordance with our policies and to improve well-being, we score on 3 elements: **price, expertise and performance; contribution to well-being** as defined to the Well-being of Future Generations (Wales) Act 2015 (The Act) and the national well-being goals as detailed in the table below.

We also need to ensure that there is no risk for the Commissioner to work with your organisation, for example a risk of perceived bias in the selection process. Can you please ensure that you respond to the last question, and if any risk is identified, please detail how such risk would be managed.

Please answer as many questions as you can in the table below as the answer will be taken into account in our selection process. The answers will be taken into account for a third of the scoring in our assessment of the most suitable supplier.

Topic	Answer	Information/Evidence
<p>Do you as a sole trader or an organisation follow ethical employment and sustainable practices?</p> <p>Anything you'd like to flag – detailed questions below.</p>		
<p>At FGC we are committed in particular to local procurement, equality, diversity and inclusion, reducing carbon emissions and enhancing biodiversity, Welsh language, and ethical supply chains as stated in our advice to others.</p>		

Anything you'd like to flag in addition to the questions below		
In more detail:	-	-
Do you hold sustainable (organisational or individual) certifications?		
Is your organisation or sole trader operation a zero-carbon? How are you limiting your emissions in your travel, energy, pensions and procurement?		
Is your operation or organisation or sole trader operation paper free and zero wate organisation?		
Are your products or materials sourced locally and sustainably, reused or recycled?		
Are your materials recognised conflict-free by independent certification schemes such as electronicswatch.com and Greenpeace Guide to Electronics?		
Do you ensure that you or your organisation or sole trader operation follows fair and ethical practices including anti-slavery and human traffic practices, fair trade, marine stewardship and forestry stewardship, B-Corp or Green Dragon accreditation?		
Have you signed up to the Welsh Government's Procurement Advice Note for the Public Sector in Wales		

(which cover several of these elements)?		
Is your sole trader operation or organisation taking any action to reduce poverty?		
Are you a Living Wage Employer?		
Do you secure decent work?		
Do you support and undertake fair and local procurement?		
Do you promote inclusive growth?		
Are you as a sole trader, your organisation or directors related to any political parties, or any other interests which should be disclosed as causing a potential (perceived or real) negative reputational or bias risk to the Commissioner?		

Useful statements / video from WG to help you answer our questions

Procurement Advice Note for the Public Sector in Wales – [Ethical Employment Practices in Public Sector Supply Chains](#)

Welsh Government Guidance on Community Benefits - [Helping suppliers deliver maximum value for the Welsh pound](#)

Welsh Government 2019 [Prosperity for All: A low carbon Wales](#)