

Notice of Non-Key Executive Decision

Subject Heading:	Commissioning of Road Safety Education – Theatre in Education Productions
Decision Maker:	Helen Oakerbee – Director of Planning and Public Protection
Cabinet Member:	Councillor Barry Mugglestone – Cabinet Member for Environment
ELT Lead:	Neil Stubbings – Strategic Director Place
Report Author and contact details:	Elaine Keeler Senior Transport Planner Transport Planning Team
Policy context:	Mayor's Transport Strategy (2018) Local Implementation Plan (LIP3) 2025/26 LIP Programme
Financial summary:	These commissions are being fully funded by Transport for London through the Local Implementation Plan (LIP)
Relevant Overview & Scrutiny Sub Committee:	Place
Is this decision exempt from being called-in?	The decision will be exempt from call in as it is a Non Key Decision

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The subject matter of this report deals with the following Council Objectives

X People - Supporting our residents to stay safe and well

Place - A great place to live, work and enjoy

Resources - Enabling a resident-focused and resilient Council

Part A – Report seeking decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

This report recommends that the Director of Public Protection:

- Notes the procurement process conducted, and the reason for, and approval of, Direct Awards to:
 - For2Feet - Key Stage 1 Theatre in Education Road Safety Productions at the cost of £0.012m funded by Transport for London through the Local Implementation Plan.
 - For2Feet - Key Stage 2 Theatre in Education Road Safety Productions at the cost of £0.012m funded by Transport for London through the Local Implementation Plan.
 - The Riot Act - Key Stage 2 Theatre in Education Road Safety Productions at the cost of £0.020m funded by Transport for London through the Local Implementation Plan.
 - Performance in Education - Key Stage 3 Theatre in Education Road Safety Productions at the cost of £0.012m funded by Transport for London through the Local Implementation Plan.
 - The Riot Act - Key Stage 4 Theatre in Education Production Road Safety Productions at the cost of £0.011m funded by Transport for London through the Local Implementation Plan.

AUTHORITY UNDER WHICH DECISION IS MADE

Scheme of Delegations

Functions Delegated to Officers

3.3.3 Powers common to all Strategic Directors

4. Contracts

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4.2 To award all contracts with a total contract value of below £1,000,000 other than contracts covered by Contract Procedure Rule 16.3.

Scheme 3.3.1 General Provisions

5. Sub-delegations

5.1 The Chief Officers may delegate any of the powers listed in this part to another Officer, in so far as is legally permissible. Such delegation will specify whether the Officer is permitted to make further sub-delegations. Any such delegation or sub-delegation must be:

- (a) recorded in writing; and
- (b) lodged with the Monitoring Officer who will keep a public record of all such delegations.

Any such delegation / sub-delegation will become valid only when these conditions are complied with

The Strategic Director of Place has sub-delegated his powers under 3.3.3 to the Director of Planning and Public Protection from 3rd April 2024.

STATEMENT OF THE REASONS FOR THE DECISION

Background

1. Havering's Local Implementation Plan (LIP) is a statutory document prepared under the Greater London Authority Act 1999 to show how Havering will implement the Mayor's Transport Strategy (MTS) at a local level. The LIP shows how Havering will work towards achieving the goals in the MTS and also respond to the Mayor's London Plan. It underpins the annual spending submissions Havering submits to TfL to enable the delivery of its transport programmes and projects.
2. Within Havering's LIP there are a series of Borough Transport Objectives and Targets that the borough is expected to work towards during the lifetime of delivering the strategy. Amongst Havering's Transport Objectives includes the objective *"to reduce casualties of all road users and those using the public transport systems"*.
3. Havering also has a series of mandatory targets (set by the Mayor) and local targets that it has to work towards. There are two targets within the LIP that specifically relate to road safety which are:
 - Reducing the number of people killed and severely injured in road collisions
 - Reducing all child casualties
4. Many of the transport projects that are delivered by Havering are funded through the Local Implementation Plan (LIP). Each year Havering is allocated an indicative funding allocation from Transport for London and in the Autumn, Havering has to submit a funding programme to TfL setting out how it intends to spend this funding.

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5. In order to help to deliver Havering's road safety objectives and targets Havering's LIP programme contains a set of physical/engineering measures and "soft" educational measures. Both types of measures are designed to contribute to reducing road casualties in the borough.
6. The "soft" education measures that are delivered come in the form of Havering's Road Safety Package.

Policy Context

7. At a regional level, the Mayor's Transport Strategy sets out the Mayor's vision and objectives for developing the transport network across London up to 2041. This includes a London wide target of 80% of Londoners to be walking, cycling and using public transport by 2041. The Mayor's Transport Strategy also includes a target for "vision zero" – achieving zero KSI's (killed or seriously injured) on the network by 2041.
8. Havering's Local Implementation Plan (LIP) sets out how the borough will deliver the Mayor's Transport Strategy at a local level. This includes Havering specific targets to, encourage alternative options to travel other than the car and for reducing KSI rates.

What is the Road Safety Programme?

9. The aim of the Road Safety Education programme is to provide information, and resources to keep all road users safe, by means of education, training and publicity.
10. This comprises of a package of measures designed to deliver road safety education messages primarily aimed at school children but also other key stakeholders such as parents and soon to be parents.
11. Early this year TfL confirmed Havering's LIP Funding allocation for the 2025/26 financial year. £0.107m was allocated for Road Safety Education programmes and initiatives.
12. A portion of the funding has been allocated to Theatre in Education. This is a well-used medium for educational purposes – in this case, for Road Safety.
13. Theatre in Education companies visit schools to perform age appropriate plays and workshops to KS1, 2, 3 and 4 children. By the time a child has left primary education they should have seen 6 different productions. They cover subjects such as the Green Cross Code, sensible behaviour around roads, sustainable travel and sensible behaviour when cycling.
14. They are very well received with excellent feedback. Last year (2024/25) 16,698 primary children, 3,316 Key Stage 4 and 3,052 KS5 students saw a performance, making a total of 20,014.
15. The purpose is to get road safety messages across to children in our infant, primary and junior schools, and also Year 7 students, who are vulnerable to road incidents as they discover their newly found independence in travelling alone or with their peers to school, without parental supervision. Year 11 pupils are also targeted around peer pressure in vehicles, given they are at an age when they will

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soon potentially be learning to drive and will be passengers in cars driven by their peers.

Procurement Process

16. Competitive procurement is difficult as pre-pandemic there were several Theatre in Education companies available to local authorities, however since Covid several companies have dissolved, so the pool for these very specific productions is limited.
17. Schools in Havering take advantage of the Theatre in Education productions each year. The schools know what to expect with the companies that are commissioned and know the quality of the productions being delivered to their pupils. The productions are always fully booked which shows how popular they are with the school community.
18. Whilst it is noted that given the values of these commissions, competitive tendering is encouraged (although not mandatory) it is not practicable to undertake a competitive tendering process for these theatre productions as there are so few companies undertaking this educational road safety work. For each year group, the Council requires a very specific type of Theatre production that is deemed suitable for that particular age group of children. The limited number of theatre companies out there severely limits the ability for a competitive tender process to take place.
19. The aim of the Theatre in Education productions is to ensure that a different production is offered for each Key Stage group of pupils so that by the time a pupil finishes Year 7, they will have benefited from seeing multiple theatre productions and therefore getting a broad range of road safety education messages. On this basis, officers consider it best value for money to progress the appointments set out in paragraph 21 rather than undertaking a competitive tender process.
20. In order to support the Mayor's Vision Zero agenda in this area, and to give schools' continuity, direct awards to the companies set out below is considered the most practical approach to take for this particular procurement exercise.
21. It is proposed to commission the following Theatre in Education Productions.
 - Commission For2Feet to deliver *The Cross Green Toad* for Key Stage One classes - £12,625
 - Commission For2Feet to deliver *Red Man Green Man* for Key Stage Two classes - £12,625
 - Commission The Riot Act to deliver *Alex and Jay* in Key Stage 2 classes - £20,800
 - Commission Performance in Education to deliver *Streetwise* for Key Stage 3 classes - £11,900
 - Commission The Riot Act to deliver *Wanna Lift* in Key Stage 4 classes - £11,200

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22. These productions are separate projects and will be commissioned through individual Purchase Orders through Fusion.

23. All productions are vetted by a council officer for content and relevance to schools, and any alterations to the performance are discussed to make the performance as interesting and memorable as possible.

Delivery Timescales

24. The Road Safety Education programme including Theatre in Education productions must be fully delivered by 31st March 2026. This is necessary in order to meet external funding requirements.

Next Steps

25. Following formal sign off of this Executive Decision by the Director of Planning and Public Protection, the Theatre Companies will be commissioned through Fusion and purchase Orders will be created.

OTHER OPTIONS CONSIDERED AND REJECTED

26. The option of not procuring Theatre Productions was rejected as it would not be possible to deliver a significant portion of the Council's Road Safety Education programme

PRE-DECISION CONSULTATION

Not Applicable

NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER

Name: Elaine Keeler

Designation: Senior Transport Planning Officer

Signature:



Date: 29.05.2025

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

27. Under section 145 The Greater London Authority Act 1999 requires all London Borough Councils develop a Local Implementation Plan (LIP) setting out how they intend to implement the Mayor of London's Transport Strategy.
28. Councils make spending submissions to Transport for London for funding towards proposed transportation projects and initiatives.
29. The value of the proposed awards are below the threshold for services as stipulated in the Procurement Act 2023 (PA23) and therefore not subject to the full rigours. However, any procurement must comply with the Contract Procedure Rules. Due to the individual values and limited market availability the contracts officers may proceed with the contract awards as set out in the body of the report.

FINANCIAL IMPLICATIONS AND RISKS

30. The total cost of these commissions is (£0.069m) will be funded via the Transport for London Local Implementation Plan (LIP).
31. The projects must be delivered by March 2026 in order to make full use of the grant.

HUMAN RESOURCES IMPLICATIONS AND RISKS (AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)

32. The recommendations made in this report do not appear to give rise to any identifiable HR risks or implications that would affect either the Council or its workforce.

EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS

33. The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have 'due regard' to:

- (i) The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) The need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) Foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

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34. The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants.
35. The Council seeks to ensure equality, inclusion, and dignity for all in all situations.
36. There are no equalities and social inclusion implications and risks associated with this decision that would stop this proceeding.

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

37. The Theatre in Education productions are targeting pupils who already travel sustainably to and from school as well as encouraging other pupils to do so. This can be travel by foot, bike or public transport.
38. Delivering productions that focus on sustainable travel in the borough supports both the Council's Adopted Air Quality Action Plan and Climate Change Action Plan.

BACKGROUND PAPERS

None

APPENDICES

Not Applicable

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Part C – Record of decision

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

Decision

Proposal agreed

Details of decision maker

Signed 

Name: Helen Oakerbee, Director of Planning and Public Protection

Date: 15 August 2025

Lodging this notice

The signed decision notice must be delivered to Committee Services, in the Town Hall.

For use by Committee Administration

This notice was lodged with me on _____

Signed _____