

Notice of Non-Key Executive Decision

Subject Heading:	Approval to Award MOPAC VRU 2025-28 Harold Hill Youth Diversionary Work Contract to Box Up
Decision Maker:	Helen Oakerbee, Director of Planning and Public Protection
Cabinet Member:	Councillor Barry Mugglestone, Lead Member for Environment
ELT Lead:	Neil Stubbings, Strategic Director of Place
Report Author and contact details:	Anisah Rahman - Community Safety Officer Anisah.rahman@havering.gov.uk 01708 433 140
Policy context:	This decision supports the delivery of the Havering Community Safety Plan 2022-2025 and the Serious Violence Strategy 2024.
Financial summary:	The contract award to Box Up will be funded through MOPAC (Mayor's Office for Policing and Crime) Violence Reduction Unit. Expenditure will amount to £25,000 per year over the financial years beginning from 2025-2028. No additional financial contribution is required from the Council.
Relevant Overview & Scrutiny Sub Committee:	Places Overview and Scrutiny
Is this decision exempt from being called-in?	<i>The decision will be exempt from call in as it is a Non key Decision</i>

Non-key Executive Decision

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

People - Supporting our residents to stay safe and well X

Place - A great place to live, work and enjoy X

Resources - Enabling a resident-focused and resilient Council

Part A – Report seeking decision

Non-key Executive Decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

For the reasons set out in the report, the Director of Planning and Public Protection is recommended to approve the award of contract to the selected supplier, Box Up, following the outcome of the Council's tendering process to provide a sports-based youth diversion initiative in Harold Hill.

AUTHORITY UNDER WHICH DECISION IS MADE

Part 3 of the Council's Constitution

Scheme 3.3.3 Powers common to all Strategic Directors

4 Contracts

4.1 To approve commencement and award of contracts below a total contract value £1,000,000.

Functions 3.3.3 sub-delegated from Strategic Director of Place to Director of Planning and Public Protection on 3 April 2024.

STATEMENT OF THE REASONS FOR THE DECISION

The Council invited three suppliers to bid for the opportunity to deliver this programme using MOPAC funding of £25,000 per year over 3 years. All three bidders submitted bids.

The tendering process has been completed, and Box Up has been identified as the most suitable supplier. This decision formalizes the award of the contract to Box Up to deliver the specified services outlined in the tender documents.

To determine the successful bidder for the youth diversionary project in Harold Hill, a structured scoring matrix was employed. Each proposal was evaluated against six weighted criteria: Project Approach (25%), Experience and Credentials (20%), Outcome Measurement (15%), Staffing (15%), Value for Money (15%), and Local Relevance (10%). Responses were scored on a 0–5 scale, ranging from "Unacceptable" to "Excellent," with detailed explanations guiding assessors on how to interpret each score.

Rank Proposal Total Score

1 Box Up- 98.89

2 Bid A- 94

3 Bid C- 85.17

Non-key Executive Decision

Box Up's proposal was distinguished by its comprehensive evidence of local engagement in Harold Hill, detailed staffing qualifications including female facilitators, and robust outcome measurement strategies.

This scoring process ensured transparency, consistency, and alignment with strategic priorities, ultimately selecting Box Up as the preferred bidder based on its superior alignment with the project's objectives and community needs.

OTHER OPTIONS CONSIDERED AND REJECTED

No other options were considered viable as Box Up was selected through a competitive tendering process.

PRE-DECISION CONSULTATION

None required.

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

Name: Anisah Rahman

Designation: Community Safety Officer

Signature:

Date: 6th August 25

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

Section 1 of the Localism Act 2011 gives the Council a general power of competence to do anything an individual can do. The recommendation in this report is in keeping with this power and the Council has the power to award the grant funding to an appropriate service delivery provider.

The proposed contract value is estimated to be £75,000 and is below the applicable procurement threshold for service contracts and accordingly the procurement process does not fall within the rigours of the Procurement Act 2023. In accordance with CPR 9.8 the Council's officers were required to obtain at least 3 comparable written quotations using the e-tendering suite Request for Quotation procedure and completed this.

FINANCIAL IMPLICATIONS AND RISKS

This report seeks approval to award a delivery partner (Box Up) for youth diversionary activities in Harold Hill, funded by a £75,000 grant from MOPAC VRU over three financial years (£25,000 annually from 2025/26 to 2027/28). The funding will fully cover delivery costs, with no additional financial contribution required from the Council.

The grant will be disbursed in equal annual instalments and is ring-fenced to cover staffing and venue hire for weekly sessions. All funds must be spent by 31 March 2028 and cannot be carried forward. The service will need to monitor the contractual performance against the terms and conditions of the MOPAC VRU grant.

The breakdown of the awarded funding is as follows:

Expenditure	2025/26 (£m)	2026/27 (£m)	2027/28 (£m)	3 Year Total (£m)
Venue Hire	0.005	0.005	0.005	0.015
Service Delivery	0.020	0.020	0.020	0.060
Total Expenditure	0.025	0.025	0.025	0.075
Funding				
MOPAC (VRG)	-0.025	-0.025	-0.025	-0.075
Total Funding	-0.025	-0.025	-0.025	-0.075

Non-key Executive Decision

Net financial impact	0.00	0.00	0.00	0.00	
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HUMAN RESOURCES IMPLICATIONS AND RISKS (AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)

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

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.

The Council is committed to all 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.

An EHIA (Equality and Health Impact Assessment) has not been completed and is not required for this decision.

The Council seeks to ensure equality, inclusion, and dignity for all in all situations. There are no equalities and social inclusion implications and risks associated with this decision.

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

Sports-based interventions offer a valuable opportunity to address youth engagement while contributing positively to environmental sustainability. When planning and delivering such programmes, it is important to consider their carbon footprint—such as emissions from travel, facility use, and equipment.

Non-key Executive Decision

Measures to offset these emissions might include promoting active travel to sessions, using energy-efficient venues, and sourcing sustainable materials. Additionally, integrating green spaces or outdoor activities can enhance nature and biodiversity, supporting local ecosystems.

BACKGROUND PAPERS

No background papers attached

Non-key Executive Decision

Part C – Record of decision

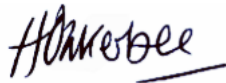
I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

Decision

Proposal agreed

Details of decision maker

Signed

A handwritten signature in dark ink, appearing to read 'H Oakerbee', with a horizontal line underneath.

Helen Oakerbee, Director of Planning and Public Protection

Date: 21 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 _____