

## Notice of Non-key Executive Decision

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| <b>Subject Heading:</b>                                | Approval to increase the value of Markides Associates Marsh Way Active Travel Project commission by £5,000.                            |
| <b>Decision Maker:</b>                                 | Imran Kazalbash – Director of Environment  |
| <b>Cabinet Member:</b>                                 | Councillor Barry Mugglestone- Lead Member for Environment  |
| <b>SLT Lead:</b>                                       | Neil Stubbings – Strategic Director Place  |
| <b>Report Author and contact details:</b>              | Daniel Douglas<br>Team Leader Transport Planning<br><a href="mailto:daniel.douglas@havering.gov.uk">daniel.douglas@havering.gov.uk</a> |
| <b>Policy context:</b>                                 | Local Implementation Plan 2019   |
| <b>Financial summary:</b>                              | Expenditure for the Markides Associates Commission will be paid in full from the 2025/26 Local Implementation Plan                     |
| <b>Relevant Overview &amp; Scrutiny Sub Committee:</b> | Places Overview & Scrutiny Committee   |
| <b>Is this decision exempt from being called-in?</b>   | The decision will be exempt from call in as it is a Non-Key Decision   |

**Non-key Executive Decision**

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

People - Things that matter for residents X

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

Resources - A well run Council that delivers for People and Place. X

**Part A – Report seeking decision**

## Non-key Executive Decision

### **DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION**

This report seeks approval from the Director of Environment

- To increase the value of the Constellia contract in place with Markides Associates to continue to provide technical support to LB Havering on the Marsh Way Active Travel scheme, by £5,000.

### **AUTHORITY UNDER WHICH DECISION IS MADE**

#### **Part 3 of the Council's Constitution**

#### **Scheme of Delegations**

Functions Delegated to Officers

#### **3.3.3 Powers common to all Strategic Directors**

#### **4. Contracts**

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.

### **STATEMENT OF THE REASONS FOR THE DECISION**

#### Background

1. Thames Freeport is strategically positioned along the River Thames in London. It offers easy access to Europe's largest consumer market of 18 million people within 120 km and connects to over 130 ports in over 65 international markets. With its proximity to major transportation hubs and excellent connectivity by river, road, rail and sea, your products can reach consumers quicker and more cost effective than you expect.
2. The Freeport is located across three local Authorities, Havering, Barking and Dagenham and Thurrock.
3. An important goal of the Freeport is to improve connectivity into the area, to support the 21,000 new skilled jobs that are expected to be created.
4. The Freeport have made available an Active Travel Fund to deliver new walking and cycling improvements across the Freeport area.
5. Last year the Council was successful in having a Full Business Case approved by the Thames Freeport, for up to £1m of Active Travel Funding to deliver a cycle corridor along Marsh Way in Rainham.

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6. The Council has now entered into a Grant Funding Agreement (GFA) with the Thames Freeport to deliver a new Active Travel Corridor along Marsh Way. This GFA, was approved through a Key Urgent Decision in March 2026.

### Marsh Way Cycle Route Scheme

7. Before work can begin on delivering this scheme, a number of agreements and planning conditions need to be secured. These include:
- Completing TfL's Third Party Projects process to make changes to signals and bus stops
  - Securing Planning Conditions required by the Local Planning Authority
  - Entering into a Deed of Easement with Ford Motor Company Limited
  - Entering into a Basic Asset Protection Agreement with Network Rail
8. Markides Associates were Commissioned via the Council's Procurement Framework Constellia last year to support LB Havering on the above matters.
9. The value of the initial commission was £18,944 which has been funded through the 2025/26 Local Implementation Plan. The value of the initial commission was exhausted by February, so in order to enable Markides to continue to provide the Council with technical support, there is now a need to extend the commission for a short period of time whilst these final agreements are being reached.
10. This report seeks approval to increase the value of the Commission by £5,000. This increase in value up to £23,944 will enable the Council to continue to receive technical support from Markides Associates on the following matters:
- Bi-weekly meetings with Havering Officers
  - TFL Bus Stops Co-ordination (meeting & emails / design co-ordination)
  - TFL MAP / Signals Co-ordination (meetings & emails / design co-ordination)
  - Stakeholder meetings such as with Network Rail and Thames Freeport
  - Further planning application co-ordination
  - Production of progress reports to Thames Freeport
  - Continued Project Management Co-ordination and handover to contractor
11. Once the remaining legal agreements have been secured, the Council will be in a position to formally appointment its Contractor to deliver the project.
12. At this point, the Project will then be handed over to the Council Highways department who will oversee the scheme delivery by the Council's contractor Marlborough.

### How is this Commission Variation being funded?

13. The entire commission value, both the existing contract value and the proposed extension is being entirely funded by Transport for London through the 2025/26

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Local Implementation Plan. No Council financial resources will be required for this work.

**Next Steps**

14. Following approval of this Executive Decision, Officers will liaise with Constellia to complete the Variation of the Commission.
15. Markides Associates will then continue to provide LB Havering with technical support on the project to support securing the remaining agreements.

**OTHER OPTIONS CONSIDERED AND REJECTED**

16. The option of not extending the Markides commission was considered and rejected. Due to existing and future work pressures over the coming months it is important that Markides can continue to provide technical support on the Marsh Way project ahead of the scheme being handed over for implementation.

**PRE-DECISION CONSULTATION**

Not Applicable

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

Name: Daniel Douglas

Designation: Team Leader Transport Planning



Signature:

Date: 2<sup>nd</sup> April 2026

## Part B - Assessment of implications and risks

### LEGAL IMPLICATIONS AND RISKS

17. The Council's Governance procedures states that the appointment of external suppliers that are above the value of £20,000 require a Non-Key Executive Decision. Since the proposed variation of this commission brings the contract value up from £18,944 to £23,944, a Non-Key Executive Decision is required.
18. Once the Non-Key Executive Decision has been signed, Officers will engage with the Council's Procurement Framework Constellia to vary the Purchase Order Value.

### FINANCIAL IMPLICATIONS AND RISKS

19. The cost of increasing the value of the Markides Associates commission by £5,000 will be met through the 2025/26 Local Implementation Plan under capital code C43760. This will bring the total value of the commission to £23,944.
20. As with all Local Implementation Plan funded projects, funding will be claimed in arrears from Transport for London. There are no financial implications for the Council.

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

21. 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

22. 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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23. 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.

24. The Council seeks to ensure equality, inclusion, and dignity for all in all situations. There are no EDI considerations not already covered.

**ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS**

25. Outcomes sought by the Marsh Way Active Travel Route align with the Council's Climate Change Action Plan, in that it works towards the delivery of the Council's mode shift targets for active and sustainable modes of transport, through measures such as cycling infrastructure improvements.

**BACKGROUND PAPERS**

None

**APPENDICES**

None

**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

Name: Imran Kazalbash – Director of Environment

Date: 2<sup>nd</sup> April 2026

**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 \_\_\_\_\_