

Notice of NON-KEY Executive Decision containing exempt information

This Executive Decision Report is part exempt, and Appendix A is not available for public inspection as it contains or relates to exempt information within the meaning of paragraph 3 of Schedule 12A to the Local Government Act 1972. It is exempt because it refers to information relating to the financial or business affairs of any particular person (including the authority holding that information) and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Subject Heading:	Targeted Information Advice & Guidance (IAG) Contract Modification. 20 weeks Re engagement Programme.
Decision Maker:	Trevor Cook – Assistant Director of Education
Cabinet Member:	Cllr Kevin Gill, Cabinet Member for Children and Young People
ELT Lead:	Tara Geere - Director of Starting Well
Report Author and contact details:	Clare Jackson, Commissioner Clare.jackson@havering.gov.uk 01708 433391
Policy context:	The local authority has a statutory duty to provide IAG for Employment, Education and Training (EET) set out within The Children's Act '89, The children's and Young Person's Act 2008 and the Education and Skills Act 2008. At a local level, this contract supports Havering Council to meet its People Theme priorities in its Corporate Plan 2022/23 – 2026/27, which sets out how the Council intends to invest and transform the borough with an emphasis on improving the lives of vulnerable children, adults, and families.

Financial summary:	The 20 weeks Re-engagement Programme will cost £49,495.
Relevant Overview & Scrutiny Sub Committee:	People
Is this decision exempt from being called-in?	Yes

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

People - Supporting our residents to 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

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

The Director of Starting Well is recommended to:

Approve the modification of the Targeted Information Advice and Guidance (IAG) contract to extend the Re-Engagement Programme and Cognitive Behavioural Therapy (CBT) services, for a period of 20 weeks at an estimated cost of £49,495.

AUTHORITY UNDER WHICH DECISION IS MADE

Part 3.3 of the Council's Constitution

Scheme 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. This delegation shall include the ability to extend or vary a contract up to and including a value of £1,000,000 (provided that the extension is in line with the existing contractual provisions.)

As notified to the Monitoring Officer in the Sub Delegation from the Director of Children's Services / Director of Starting Well to the Assistant Director, Education Services, dated 7 August 2025.

STATEMENT OF THE REASONS FOR THE DECISION

This decision is requested to maintain our statutory duty to deliver targeted support for 16-18-year olds who are not in education, employment or training (NEET) and face barriers such as poor mental health, anxiety, and low confidence.

Through a 20 week initiative, the Re engagement Programme, run by the Shaw Trust, will offer continued support, including access to Cognitive Behaviour Therapy (CBT), for an additional 20 weeks.

These additional services were added to the existing IAG contract by a variation dated 10 January 2025. The Council now wishes to vary the contract again to extend these additional services with the current provider, Shaw Trust (formerly Prospects).

Feedback from young people and parents / carers indicates a need for additional functional skills (English and Maths) alongside the wrap-around mentoring to enable young people to engage and sustain engagement. This has been supported by local analysis. A lack of functional skills is currently limiting progression into education, employment or training that meets the Raising Participation Age (RPA) requirement.

Current analysis of the NEET group indicates over 40 young people are recorded as 'unavailable' due to mental health and anxiety. Over the last 12 months, the average has been 18 young people at any one time. There is a further group of around 18 young people that do not engage with any of our services and are long-term NEET. This cohort requires bespoke interventions to help them progress. Each young person will be allocated a mentor who will assess needs and agree an individual support plan focused on building confidence, resilience, and coping strategies.

The development of these relationships is an essential requirement to ensure that they can make positive steps forward towards re-engagement and into EET. Where required, they will refer into specialist or other provisions that will contribute towards meeting the needs of the young person.

As part of this proposed contract extension, Cognitive Behavioural Therapy (CBT) shall be included in the services delivered under the contract. This additional need-led therapeutic resource will provide CBT interventions for young people who require therapeutic support to enable their continued progression.

Shaw Trust will work with a total of 40 young people of which:

The Programme will include:

A named mentor for the duration of the programme, providing regular contact, practical support and encouragement to re-engage and stay engaged, supporting re engagement, retention, and development of resilience.

Functional skills course: (English and Maths)

A Functional Skills tutor to deliver teaching and support learners to achieve qualifications:

- 220 hrs contact time per young person (2 x classes 10 young people each)
- 50 hrs speaking and listening exam completion 20 learners
- Invigilation during exams
- Course / exam registration costs
- Exam centre costs
- Lesson preparation / marking

This will also include young people having the opportunity to re-sit exams and additional tutoring time if required.

Support around progression and next steps will help sustain engagement and group cohesion, including structured social activities to build confidence, motivation, and personal development. Targeted funding will be available through spot purchasing where needed for example; Construction Skills Certification Scheme (CSCS) card and Security Industry Authority (SIA) training.

A hardship fund will be available to remove particle barriers to engagement (for example for acquiring DBS, birth certificates, or provisional licences). As well as providing Vouchers for those who have completed courses.

Spot purchases for CBT mentoring to support young people that need additional therapeutic intervention to enable them to engage and progress.

Start date: 19 Jan 2026 (20 weeks, including half-term periods.)

Previous Performance:

The re engagement programme has been strengthened through early identification, improved engagement and closer partnership working. Young people's needs have become more complex, including issues linked to mental health, exploitation, and wider social barriers. The programme provides intensive, tailored support that addresses individual barriers to participation.

Havering has remained within quintile 1 of the NEET & Not Know average figures thanks to effective tracking, intensive and bespoke support, alongside the delivery of a structured support programme.

This programme has been well received, with positive feedback from young people and parents, and is supported by strong partnerships with local organisations offering education and training opportunities. Providing access to mental health support alongside Functional Skills (English Maths) has helped remove barriers to progression. Outreach activities have also boosted confidence, engagement, and social interaction.

OTHER OPTIONS CONSIDERED AND REJECTED

Option 1 - Do not offer the additional support service

The option not to modify the contract would lead to a gap in provision, therefore increasing the likelihood of these people having gaps in education, reduced opportunities for progression and increased likelihood of low self-esteem and a loss of motivation.

The longer-term risks include a higher likelihood of long-term unemployment and a greater dependency on state support.

Option 2 - Provide the 20-week Re engagement Programme

The aim of the programme is to support young people to feel more confidence and self-worth to enable them to want to achieve and feel motivated to be part of a community. Building on the established strengths of the Re engagement Programme, the proposed approach ensures continuity of support for young people, responding proactively to increasingly complex needs and addressing gaps in provision.

PRE-DECISION CONSULTATION

Engagement with several stakeholders has been undertaken to prepare this report. This includes supplies, Legal and Finance.

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

Name: Clare Jackson

Designation: Commissioning Start Well

Signature: *C Jackson*

Date: 19th August 2026

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

The Council has a range of statutory duties in relation to children and young people. Under the Children Act 1989, the Council must provide services to children in need and their families in accordance with Section 17 and has general responsibilities for children looked after by the authority under Section 22. Updated by requirements set out in the children's and Young Person's Act 2008. In addition, under Section 68 of the Education and Skills Act 2008, the Council must make available such services as it considers appropriate to encourage, enable or assist the effective participation of young people in education or training.

As such and in compliance with these duties, the Council has the power to vary the contract under s111 of the Local Government Act 1972, which permits the Council to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.

The original contract value was £4,060,000, which is above the threshold for services under the Public Contracts Regulations 2015 (PCR 2015), and as such, the contract variation is caught by the full PCR regime. The PCR is relevant here as the contract was procured under those regulations and remains live.

The contract was previously modified on 10th January 2025 at a value of £43,260 to add the services for which an extension is now sought. The proposed extension requires a further variation. The Council seeks to rely on Regulation 72(1)(f) of the PCR to do this on the basis that the modification does not change the overall nature of the contract, the cumulative total of both variations is below the relevant under the PCR, and is less than 10% of the initial contract value for service and supply contracts.

The Council is a Best Value authority and has a duty to "make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency, and effectiveness." Officers are satisfied that extending the Additional Services represents best value for the Council.

Further legal comments are given at Confidential Appendix A.

Subject to the above and for reasons given, the Council may vary the contract.

FINANCIAL IMPLICATIONS AND RISKS

Revenue implications

The overall cost of the 20 weeks Re engagement programme will be £49,495, as outlined in the table below:

Element of the programme	Cost
Staff costs	£25,047
Client costs to include: • Spot purchases for CSCS / SIA qualification • Hardship fund (to remove barriers to engagement) • Programme completion incentives • Spot purchase for CBT mentoring • Re-engagement activities	£16,013
Other administrative costs	£8,435
Total	£49,495

This is to be funded from the existing budget provision available, in the revenue cost centre of A36620-14-19 Commissioning Team, which has an annual £229,110 of controllable budget.

As this programme commenced in financial year 2025-26 and spans partially into 2026-27, the programme is to be funded from the applicable financial year, with the accounting commitments reflected on the system as follows:

Financial year 2025-26	£32,765
Financial year 2026-27	£16,730
Total	£49,495

Therefore, based on the previous year's outturn, should the previous year's commitments arise again in financial year 2026-27, then it is anticipated that this programme cost will not adversely affect the cost centre in financial year 2026-27.

To note, the service will be exploring and advancing the case for a different stream of funding that the LA receives from central government, the Household Support Fund, for next year's (2027) re-engagement programme. It is anticipated that this will be successful and that the funding from the service's budget provision will be a one-off and will not arise again in future.

Capital implications

There are no capital implications to note as part of the programme.

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

The recommendations made in this report do not 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:

(a) 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.

The action undertaken will include monitoring how the service meets the needs of all eligible users, including those from ethnic minority communities and the disabled. The Council will also ensure that potential providers have undertaken equality training and adhere to the Council's Fair to All Policy or their own equivalent.

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

The supplier will minimise its impact on the environment by:

- a. Eliminating the need for one use plastics
- b. Ensuring that all waste is correctly recycled
- c. Utilising public transport when this fits with Infection Protection Control measures
- d. Employing locally wherever possible to reduce the environmental impact of travelling to work
- e. Employing digital solutions to reduce the need for manual recording and disposable materials.

HEALTH AND WELLBEING IMPLICATIONS AND RISKS

Under the Health and Social Care Act 2012 the Council is responsible for improving and protecting the health and wellbeing of residents. Havering Council is committed to improving the health and wellbeing of all residents.

There are no health and wellbeing implications arising from the proposed decision to extend the contract for Targeted Information, Advice and Guidance (IAG) Service.

BACKGROUND PAPERS

None.

APPENDICES

Exempt Appendix A -Legal Advice

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

Proposal NOT agreed because

Details of decision maker

Signed



Name: Trevor Cook

~~Cabinet Portfolio held:~~

CMT Member title: AD Education Services

~~Head of Service title~~

~~Other manager title:~~

Date: 5th August 2026

Lodging this notice

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

For use by Committee Administration

This notice was lodged with me on _____

Signed _____