

WEST NORTHAMPTONSHIRE AUTHORITY EXECUTIVE COMMITTEE MEETING

April 20th 2021

Report Title	Holiday Activity and Food Program
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Contributors/Checkers/Approvers		
West MO (for West and joint papers)	Catherine Whitehead	9 th April 2021
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Public health and Wellbeing	Name of Director: Lucy Wightman	16 th April 2021
Cabinet Member	Cabinet Member for Adults, Communities and Wellbeing: Cllr Matt Golby Cabinet Member for Children: Cllr Fiona Baker	
Legal	Name of solicitor: Gul Khan	April 12 th 2021
Communication	Name of officer: Kath Hall	April 12 th 2021
Procurement	Name of officer Jeandre Hunter	Friday 9 th April 2021

List of Appendices

NONE

Below is the link to further details about the Department for Education (DfE) Holiday Activity and Food (HAF) programme.

<https://www.gov.uk/government/publications/holiday-activities-and-food-programme/holiday-activities-and-food-programme-2021>

1. Purpose of Report

1.1. The purpose of this report is to seek approval of the recommendations listed below and support for the delivery of the Holiday Activity and Food (HAF) programme in West Northamptonshire Council.

1.2. To assure Members that there are opportunities for improved health and wellbeing outcomes for Children, Young People and Families eligible to participate in the HAF program in West Northamptonshire during the Summer and Winter school holiday periods in 2021.

2. Executive Summary

2.1 Both West Northamptonshire and North Northamptonshire Councils aspire to make Northamptonshire a great place to live and work, achieved through this proposal by focusing on children, young people and families during the remaining five-week school holidays in 2021 and the Winter holidays covering the end of the calendar year into 2022.

2.2 This HAF programme will provide support to vulnerable families through improving access to enriched activities and nutritious food, increasing the health and wellbeing of the county's communities and contributing to the safeguarding of vulnerable individuals during school holiday periods.

3. Recommendations

The report is recommending North Northamptonshire Council receive the DfE HAF programme resources and manages the procurement for the coordination of the Holiday Activities and Food program across West and North Northamptonshire councils.

It is recommended that:

3.1 Cabinet note the direct award of the Easter HAF programme due to the timeline for delivery from DfE.

3.2 Cabinet approve the related DfE £1.8m grant allocated for the coordination of 2021 Summer and Winter school HAF Programme be used to procure the HAF service in line with national and council procurement guidelines.

3.3 Cabinet approve the passporting of resources to Public Health Northamptonshire, hosted by North Northants Council, and that this mirrors the Government funding distribution methodology of allocating the funds on the basis of children eligible for free school meals. The North Northamptonshire Council S151 officer is aware and has approved this arrangement.

3.4 Cabinet agrees that delegated authority be given to the Director of Public Health, in consultation with the Director of Children's Service, Cabinet Member for Health and Wellbeing and Cabinet Member for Children Services, to agree the procurement, management and delivery arrangements for this service.

3.5 Reason for Recommendations

- The recommended course of action is the most equitable way to secure a supplier and ensure targeted delivery, meeting Public Health outcomes through service delivery.
- Both North Northamptonshire and West Northamptonshire Councils receive the maximum benefit from the option proposed by capitalising on economies of scale from a programme being delivered across the county.
- To accord with legislation or the policy of the Authority and the DfE grant conditions.

4 Report Background

- 4.1 On 8th November 2020, the Government announced that the Holiday Activities and Food (HAF) programme will be expanded across the whole of England in 2021.
- 4.2 Research has shown that school holidays can be particular pressure points for some families. There is evidence to show that some children from disadvantaged families are; less likely to access organised out-of-school activities, more likely to experience 'unhealthy holidays' in terms of nutrition and physical health and more likely to experience social isolation.
- 4.3 The February to December 2021 county-wide programme is primarily targeting children and young people eligible for free school meals. Public Health Northamptonshire will be allocated £1.8m to co-ordinate free Summer and Winter holiday provision, including healthy food and enriching activities.
- 4.4 The initial offer of £2,047,790 by DfE was to cover the three (3) major school holidays in 2021 (including the Easter school holiday) and spanning over six (6) weeks in total. There are specific DfE grant conditions including providing activities for up to four (4) hours per day, four (4) days per week for six (6) weeks. (There is the option to spread a week's worth of provision across a two (2) week period).
- 4.5 The first of the major school holidays provision has been completed during March and April 2021, this programme is currently being evaluated and lessons learnt will shape and improve the experiences for children and young people participating in the Summer and Winter HAF programs.

5 Issues and Choices

- 5.1 The outcomes of the HAF programme are in line with Public Health outcomes for children and families, focusing on reducing obesity, improving physical activity levels and improving emotional wellbeing and mental health, together with tackling the wider determinants of health and health protection (provision is a mixture of online activities and learning and face-to-face COVID-secure sessions).
- 5.2 Northamptonshire Children's Services (NCS) and Public Health Northamptonshire are working closely together with North Northamptonshire and West Northamptonshire staff to improve health and social care outcomes in vulnerable families, these include the children and young people prioritised to attend the HAF program eligible for Free School Meals (FSM).

5.3 In Northamptonshire the overall food poverty prevalence (low income households with dependent children) is 15.4% and there is considerable variation across West Northamptonshire. Whilst Northampton presents the most risk at 15.8%, South Northants has the least risk at 10.1%.

5.4 Evidence suggests, health outcomes are better for children and young people who engage in organised semi structured holiday activity, reducing holiday hunger, improving access to physical activity and reducing isolation and these will contribute to the following Public Health priorities:

- Increased number of children taking part in enriching and engaging activities
- Increased number of children eating more healthily over the school holidays
- Increased knowledge and awareness of health and nutrition
- Increased number of children being more physically active
- Increased number of children feeling safe
- Increased mental wellbeing and resilience.

5.6 There is on-going evaluation following the recently concluded county-wide Easter HAF programme, delivered March to April 2021.

5.7 Lessons learnt and feedback from the Evaluation Report will be shared with DfE and used to trigger the next instalments of funds for the proposed Summer and Winter HAF programme.

5.8 Public Health Northamptonshire is working with the Head of Procurement to ensure a timely response for forthcoming programmes.

5.9 In line with the contract procedure rules, the service will be procured via a tender process. To ensure a seamless service, the intention is to seek a single Provider to undertake the provision for both the Summer and Christmas Holidays. The preferred bidder will be in the form of a lead provider model and aligned to the timetable below:

		NOTES	DATE
Stage 1	Tender goes live	allow at least 1 week notice	04/05/2021
	Tender return date	allow 30 days	04/06/2021
Stage 2	Evaluation & clarification of Tenders	allow 2 weeks	18/06/2021
	Moderation	allow 1 week	22/06/2021
Stage 3	Notify Awarded provider (Including Alcatel period)	allow 10 days	25/06/2021
	Implementation / Mobilisation		25/06/2021
	Contract start date	earliest possible	06/07/2021

5.10 There is a duplicate report being presented to the North Northamptonshire Council Cabinet for approval as there is a joint procurement approach between West and North councils.

5.11 The alternative option would be to directly award the contract, an option previously explored with DfE. The directly awarded contract was permitted by DfE to ensure

the Northamptonshire Spring HAF programme ran, despite the short eight week notice period local authorities were given. However, DfE have instructed local authorities follow their own procurement guidelines for the remaining two school holiday provisions, hence the submission of this report to Cabinet.

6. Implications (including financial implications)

Resources and Financial

6.1 The funding is non recurrent from DfE for a 12-month period. However, there are two financial implications for this proposal/ provision.

6.11 There are DfE grant conditions which local authorities must follow, including the funding criteria for eligible expenditure and the amount allowable for overhead recovery of 10%.

6.12 The DfE grant is ring-fenced and therefore cannot be used for any other purpose. It is expected that all the funds awarded will be spent on this project.

6.2 The grant funding has not been disaggregated by DfE. They have indicated the funds will be paid into North Northamptonshire Council as hosts to Public Health Northamptonshire and Northamptonshire Children's Services.

6.3 The report is recommending North Northamptonshire Council receive the resources and manage the procurement for the coordination of the HAF programme across West and North Northamptonshire councils.

6.4 The table below, set out by DfE, highlights the timescales and payment arrangements to Public Health Northamptonshire for the delivery of the outstanding elements of the HAF programme for West and North Northamptonshire Councils.

Holiday period	Delivery plan/report due date	Payment due date	Allocation of grant to be paid
Summer scheme 2021	14 th May 2021	June 2021	£920,930
Christmas Scheme 2021	1 st October 2021	November 2021	£552,558
Final report	29 th January 2022	February 2022	£368,372

7. Legal

There are no legal implications arising from the proposals/or this report.

8. Risk

There are no significant risks arising from the proposed recommendations in this report, the table below indicates the risk associated to the recommendations.

Risk	Mitigation	Residual Risk
Proposal not supported - Children in Northamptonshire will not improve their health and emotional wellbeing during the school holidays.	School holiday provision will remain at the current level or at risk of being reduced and not freely accessible for children and young people eligible for free school meals.	Amber
Timescale to procure a suitable lead provider.	Procurement Preparations are underway to speed up the process. Engagement has taken place with some potential providers to make them aware of the opportunity to tender for the service.	Green
HAF funds reclaimed by DfE. If the service is not procured on time, there is a risk the programme will not be delivered and DfE are entitled to reclaim the funds under the grant conditions.	Procurement agreement is being sought from Cabinet Members at the earliest opportunity.	Amber

9. Consultation

N/A.

9.1 Consideration by Overview and Scrutiny

None sought due to time restraints.

9.2 Climate Impact

N/A.

9.3 Community Impact

This provision will have a positive impact on the community as the programme will require provision of the HAF programme to be run by local providers. This will encourage positive engagement from the variety of third sector providers already working with our children and young people in the county. The programme also encourages family engagement and involving volunteers to build capacity, strengthen community assets and resilience in the community. Some of this work has commenced through the delivery of the Easter HAF programme 2021.

10. Background Papers

None.