

CABINET

19 October 2021

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| Title: Commissioning and Delivery of the DfE Holiday Activities and Food Programme | |
| Joint Report of the Cabinet Member for Educational Attainment and School Improvement and the Cabinet Member for Social Care and Health Integration | |
| Open Report | For Decision |
| Wards Affected: All | Key Decision: No |
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| Accountable Director: Jane Hargreaves, Commissioning Director, Education | |
| Accountable Strategic Leadership Director: Elaine Allegretti, Strategic Director, Children and Adults | |
| Summary: <p>On 8 November 2020, the Department for Education (DfE) announced that the holiday activities and food programme will be expanded across the whole of England in 2021. The programme has provided healthy food and enriching activities to disadvantaged children since 2018, beginning in 11 pilot areas. The programme covers the Easter, Summer and Christmas holidays in 2021.</p> <p>The DfE has made £220 million available to local authorities to coordinate free holiday provision, including healthy food and enriching activities. Barking and Dagenham's confirmed allocation for the HAF programme is £1,126,450. This is broken down as £113,290 for financial year 2020-21 and £1,013,250 for 2021-22. Programmes can subsidise places on existing holiday provision as well as commission new activities, and any unspent funds in 2020-21 may be rolled forward.</p> <p>The Council received its grant determination letter from the DfE on 7 February 2021, with the expectation that holiday provision with a food offer be commissioned and recruited to for the Easter and Summer holidays. The Council commissioned six organisations to deliver provision over the Easter holidays through direct awards. For the Summer, the Council offered the opportunity for providers to bid through One Borough Live, with a view to commissioning a range of organisations with a range of specialisms to ensure geographic reach.</p> <p>The short period between confirmation of the Council's grant and the expectation for delivery to be in place, factoring in the necessary lead in time for publicity and recruitment of children and young people, did not allow the Council to conduct a full tender exercise. This is in keeping with other LAs who, like Barking and Dagenham, sought to commission a variety of providers by disaggregating their overall grant.</p> <p>This report sets out the approach taken to ensure that a comprehensive programme was in place for the Easter and Summer holidays 2021, as well as proposals for the delivery of</p> | |

the programme for the Christmas holidays 2021 and in future years should funding from the DfE continue.

Recommendation(s)

The Cabinet is recommended to:

- (i) Agree that the Council proceeds with the commissioning and delivery of the Holiday Activities and Food Programme for the 2021 Christmas holiday period, in accordance with the strategy set out in the report;
- (ii) Note the action taken to ensure delivery of the Holiday Activities and Food Programme for the 2021 Easter and Summer holiday periods, as set out in the report;
- (iii) Authorise the Commissioning Director for Education, in consultation with the Cabinet Members for Social Care and Health Integration and Educational Attainment and School Improvement, the Strategic Director, Law and Governance and the Managing Director, to conduct the procurement and award and enter into the contract(s) and all other necessary or ancillary agreements with the successful bidders, in accordance with the strategy set out in the report; and
- (iv) Authorise the Commissioning Director for Education, in consultation with the Cabinet Members for Social Care and Health Integration and Educational Attainment and School Improvement, the Strategic Director, Law and Governance and the Managing Director, to conduct future procurements and award contracts for the delivery of the Holiday Activities and Food Programmes in the event that the Department for Education continues to provide adequate funding.

Reason(s)

In order to achieve the expectations of the DfE Holiday Activities and Food programme, and conditions of grant, the Council sought to disaggregate its £1.1m grant contribution and conduct a competitive bidding exercise to secure a range of potential providers and put in place a programme in good time for the Easter and Summer holidays in 2021. This was in lieu of being able to conduct a formal tender exercise, due to insufficient time available.

1. Introduction and Background.

1.1 School holidays can be particular pressure points for some families because of increased costs (such as food and childcare) and reduced incomes. For some children that can lead to a holiday experience gap, with children from disadvantaged families:

- less likely to access organised out-of-school activities;
- more likely to experience 'unhealthy holidays' in terms of nutrition and physical health;
- more likely to experience social isolation.

- 1.2 Free holiday clubs are a response to this issue and evidence suggests that they can have a positive impact on children and young people and that they work best when they:
- provide consistent and easily accessible enrichment activities;
 - cover more than just breakfast or lunch;
 - involve children (and parents) in food preparation.
- 1.3 On 8 November 2020, the Government announced that the holiday activities and food programme will be expanded across the whole of England in 2021. The programme has provided healthy food and enriching activities to disadvantaged children since 2018, beginning in 11 of pilot areas. The programme will cover the Easter, summer and Christmas holidays in 2021. Full details can be view via the [Holiday activities and food programme - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- 1.4 Government has made £220 million available to Councils to coordinate free holiday provision, including healthy food and enriching activities. Barking and Dagenham's confirmed allocation for the HAF programme is £1,126,450. This is broken down as £113,290 for financial year 2020-21 and £1,013,250 for 2021-22. Programmes can subsidise places on existing holiday provision as well as commission new activities, and any unspent funds in 2020-21 may be rolled forward.
- 1.5 The funding must be used to provide access to holiday activity programmes as follows:
- At least 4 hours for 4 days a week for 4 weeks the Summer, and a week in Easter and Christmas
 - Inclusive and accessible provision
 - Provision offered to all FSM children of statutory school age in the LA
- 1.6 Up to 10% of the funding can be used for coordination costs. Government expects local coordinators to:
- Map provision
 - Award funding
 - Support providers and work collaboratively
 - Promote provision
 - Develop sustainable approaches
- 1.7 The minimum standards for the delivery of high-quality provision include healthy food (meeting the school food standards) enriching activities, physical activities, nutritional education, and robust policies and procedures. Government wants children attending clubs to:
- Eat more healthily
 - Be more active
 - Take part in engaging and enriching activities
 - Be safe and not isolated
 - Have greater knowledge of health and nutrition
 - Be more engaged with school and other services
 - Have greater knowledge and awareness of holiday club provision

1.8 Details of the school food standards can be found here - <https://www.gov.uk/government/publications/school-food-standards-resources-for-schools>. A proportion of the funding can also be used for capital spend that supports organisations' capacity to provide food for children and young people alongside the delivery of activities.

2. Coordination of HAF programme in Barking and Dagenham.

2.1 The clear (and pressing) expectations set out by Government regarding the rollout and delivery of HAF required considerable coordination. Pilot LA areas have managed HAF in a range of different ways from coordinating internally to procuring a single organisation to plan and deliver the entire programme.

2.2 It was felt that in order to best meet the needs of our residents, particularly the most vulnerable, LA coordination is required. The HAF programme provides a significant opportunity to engage with our most vulnerable residents as well as strengthen our early help offer and develop the community's capacity to support. As up to 10% of the HAF grant allocation may be spent on coordination costs, an interim project manager was appointed. There is no commitment from Government to fund beyond the 2021-2022 financial year. Therefore, this is an agency staff member in order to ensure that programmes were rolled out in time for the Easter holidays and onwards.

2.3 Responsibility for the rollout and delivery of the HAF programme sits under Participation, Opportunity and Wellbeing within Education Commissioning. This service area has prior experience of delivering holiday activity programmes across a number of sites and has a broad overview and understanding of the provision of positive activities for young people in the borough. In addition, there are several key LA programmes that HAF links into, such as:

- Step Up, Stay Safe Programme, including the Lost Hours campaign
- School's Out, Get Active (CommSol)
- Team Around the School
- Contextual Safeguarding

2.4 Key stakeholder and partners for the effective delivery of HAF include:

- Barking and Dagenham Trading Partnership (to support the provision of food)
- Early Years and Childcare (LBBD)
- Community Solutions Healthy Lifestyles Team (LBBD)
- Children's Commissioning (LBBD)
- Cultural Education Partnership and School Games Organisers (LBBD)
- Parks, Heritage and Leisure (LBBD)
- Step Up Stay Safe (LBBD)
- School Inclusion (LBBD)
- All Age Disability Service (LBBD)
- Care and Support, including YOS (LBBD)
- Marketing and Communication (LBBD)
- Public Health
- Schools
- Future Youth Zone
- Community Safety Commissioned Providers' Forum

- Barking and Dagenham Collective

- 2.5 A steering group comprising of members from the majority of these partners is established and has helped to guide the work of the HAF programme.
- 2.6 Barking and Dagenham Trading Partnership form an important partner for the delivery of HAF as they are able to meet and deliver the food offer for providers who are unable to provide a food offer that meets school food standards.

3. Procurement Strategy for Easter holidays

- 3.1 The DfE made clear that it was not expecting LAs to implement full face to face programmes for the Easter Holidays 2021 due the extremely short period of time available to procure and implement provision. Grant letters were only received by LAs on 7 February 2021.
- 3.2 Give the short period of time available, the LA established relationships with providers who already have existing partnerships with schools and commissioned them to deliver a face-to-face offer through a series of direct awards. We had the opportunity to work with the following six providers, who delivered across 12 sites in the borough over the Easter holidays at a total cost of £130,871.77.

- Ballerz
- Inspire Minds Through Sports
- Premier Education
- Ultimate Vision
- West Ham Community Foundation
- Future Youth Zone.

- 3.3 The delivery sites were as follows, with the food offer delivered by Barking and Dagenham Trading Partnership for every site expect for The Youth Zone and Sue Bramley Centre, where the Future Youth Zone delivered directly:

Ripple Primary – Ultimate Vision
Gascoigne Primary – Ultimate Vision
Grafton Primary School – Ultimate Vision

St. Peter's Catholic Primary – Inspire Minds Through Sports

Jo Richardson Community School – West Ham Community Foundation

Manor Junior School – Premier Education
Roding Primary School - Premier Education
Thames View Infants – Premier Education
Rose Lane Primary – Premier Education

Future Youth Zone – OnSide
Sue Bramley Centre – OnSide

Valence Primary – Ballerz

- 3.4 A total of 851 children and young people were reached through face-to-face provision over Easter. Many LAs were unable to provide any face-to-face provision. Site visits and observations were conducted with all providers with the exception of one, with the following areas of impact directly observed on our young people:
- Improved diet;
 - Exposure to foods that young people do not consume at home;
 - Involvement in more activities than those who do not attend holiday hubs;
 - Improved behaviour in young people;
 - Readiness to learn;
 - Young people developing new friendships;
 - Young people spending time with people that they wouldn't otherwise meet.
- 3.5 With it not being possible to commission a fuller face to face programme in time, the DfE placed an expectation on LAs that they must supplement their face-to-face activity offer with the provision of activity packs. We took the opportunity to partner with BD Creative to commission, design, print and distribute activity packs for all ages that linked in with the borough's GLOW Festival, which took place during the Easter holidays. We printed packs for all children on role at our schools, not just Free School Meal eligible, with 40,000 packs distributed to pupils in the last week of term in time for the festival over Easter.

4. Proposed Procurement Strategy

4.1 Outline specification of the works, goods or services being procured

- 4.1.1 The DfE's Holiday Activity and Food Programme funding must be used to provide access to holiday activity programmes as follows:
- At least 4 hours for 4 days a week for 4 weeks the Summer, and a week in Easter and Christmas
 - Inclusive and accessible provision
 - Provision offered to all FSM children of statutory school age in the LA
- 4.1.2 The minimum standards for the delivery of high-quality provision include healthy food (meeting the school food standards) enriching activities, physical activities, nutritional education, and robust policies and procedures. Government wants children attending clubs to:
- Eat more healthily
 - Be more active
 - Take part in engaging and enriching activities
 - Be safe and not isolated
 - Have greater knowledge of health and nutrition
 - Be more engaged with school and other services
 - Have greater knowledge and awareness of holiday club provision
- 4.1.3 Taking into consideration the delivery of our Easter programme, DfE expectations and the conditions of grant, it was important for the Council to ensure it had a wider and more extensive programme reach for the Summer. In consultation with Children's Commissioning, it was felt that an open bidding process delivered through the borough's One Borough Live portal gave the Council the necessary

means with which to allow for competitive tendering to secure the necessary range of providers, and sufficient programme lead in time to make sure providers would have enough time to adequately recruit for the Summer holidays.

- 4.1.4 The bidding pro-forma and process for the HAF programme was built around the process the Council used to deliver the Neighbourhood Community Infrastructure Levy (NCIL) - [Neighbourhood Fund \(NCIL\) application guidance.pdf \(lbbd.gov.uk\)](#). It was felt that the NCIL application process struck the correct balance between competitive dialogue and being able to commission a wide variety of organisations, from large providers to small community organisations, in good time to support a successful programme.
- 4.1.5 Working alongside Children's Commissioning and the HAF steering group to draft application guidance, the application process was launched on 15 March 2021, with a deadline given of 23 April - [Holiday Activities and Food Programme Fund 2021 | One Borough Voice \(lbbd.gov.uk\)](#). We requested that all applications submit the following information as part of the due diligence process:
- Constitution or governing document in the case of non-for-profit organisations;
 - Equalities and Diversity policy and procedures;
 - Safeguarding policy and procedures;
 - Public Liability Insurance;
 - Accounting or financial information to prove solvency.
- 4.1.6 The application process was shared widely with prospective providers, including through the borough's resident newsletter (24/03/21). A presentation was also given to The BD Collective's Children and Young People's Network, to ensure that local voluntary sector organisations were aware of the fund and how to apply. In addition, a HAF programme briefing was held on 31 March for any prospective providers to ask questions. The session was attended by approximately 20 providers. The briefing was recorded and placed on the public application page and can be viewed at <https://youtu.be/YIsSEeiSScQ>. Following a request from The Collective, the application deadline for the programme was also extended to 26 April, to allow for more organisations to apply.
- 4.1.7 A scoring matrix was developed to facilitate the assessment of bids. The scoring matrix was signed off by the HAF steering group on 22 April 2021 and focused on the following, in keeping with the DfE expectations of grant:
- Project outcomes;
 - Project characteristics;
 - Project signposting;
 - Project costing.

Consideration was also given to the geographic location of delivery to ensure that there was a good spread of activities across the borough that would be accessible to our more deprived families who would find travel an additional barrier.

4.2 Estimated Contract Value, including the value of any uplift or extension period

4.2.1 26 bids were received in total, including a consortium bid made up of 6 organisations (i.e. 32 providers in total). As a result of the scoring, 21 providers were commissioned to deliver across 30 locations in the borough, ranging from schools to leisure centres to community centres. The size of providers' respective programmes varied according to their capacity to deliver and delivery sites. The total cost of delivery, including the provision of 32,000 meals through Barking and Dagenham Trading Partnership, was £765,092.36. A summary of the commissioned programmes is as follows.

| Provider | Location(s) |
|--|-----------------------------------|
| Sport Leisure Management | Abbey Leisure Centre |
| | Becontree Health Leisure Centre |
| | Jim Peters Stadium |
| Al Madina Mosque, Barking (Barking Muslims Association trust) | AL Madina Mosque Community |
| | HIVE Women Centre |
| Trinity School | Trinity School |
| Ballerz LTD | Valence Primary School |
| Westminster Drug Project (WDP) | The Vibe |
| Studio 3 Arts - Galleon Community Centre | Greatfields School |
| Youth League | The Attik Youth Centre |
| | Oval Road North Play Area |
| Ultimate Vision Sports Limited | Ripple Primary School |
| | William Bellamy Primary School |
| | Gascoigne Primary School |
| | Goresbrook School |
| | Grafton School |
| Inspire Minds Through Sports | St Peters RC Primary School |
| | Parsloes Primary School |
| | William Ford C of E Junior School |

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|---|---------------------------------|
| Company Drinks | Barking Park Outdoor Bowls Club |
| West Ham United Foundation | Jo Richardson School |
| Progressive Sports South Essex | Riverside School |
| Barking & Dagenham (LBBD-led consortium made up of Cocoon, Make Your Mark, Thames Ward Community Project, Dagenham Eagles, UKON Careers, Riverside Muslim Association) | Barking Learning Centre |
| | Marks Gate Community Centre |
| | Dagenham Library |
| | Sue Bramley Children's Centre |
| Art Bash | Valence House Museum & Garden |
| Future Youth Zone | Future Youth Zone |
| Premier Education | Rose Lane Primary School |
| | Roding Primary School |
| | Manor Junior School |

4.2.2 The programme offer is deliberately diverse, in keeping with the principle to disaggregate the grant, and encompasses private providers, the voluntary and community sector (VCS) and schools as direct providers. VCS providers include arts-based organisations, a local mosque, a community association and a substance misuse service. All providers had a food offer in place, delivered either via Barking and Dagenham Trading Partnership (the vast majority of providers), or delivered directly. Those that delivered their food offered directly were visited by BDTP to assess the quality of provision and that it met school food standards.

4.2.3 Contract sizes varied considerably because of the nature of providers' respective offers i.e. some activities require equipment and/ or smaller staff ratios. Some also delivered for more than 4 hours a day, and/or required additional snacks. Some providers worked with over 500 individual children and young people, and others less than 50. This means that unit costs are not a fair way of making value for money judgements around provision. Processes are being reviewed for Christmas to ensure that more accurate value for money comparisons can be made, including hourly unit costs upon application.

4.2.4 There is not the opportunity to extend or uplift any of the contracts.

4.3 **Duration of the contract, including any options for extension**

4.3.1 Each provider was contracted to deliver for 4 weeks over the Summer holidays, in keeping with the DfE expectations of the programme. There are no options for extension as there is no confirmation that the HAF programme will continue for the 2022-23 financial year.

4.4 Is the contract subject to (a) the (EU) Public Contracts Regulations 2015 or (b) Concession Contracts Regulations 2016? If Yes to (a) and contract is for services, are the services for social, health, education or other services subject to the Light Touch Regime?

4.4.1 Yes, but the values being entered into for each contract are below the light touch threshold

4.5 Recommended procurement procedure and reasons for the recommendation

4.5.1 Individual direct award of contracts based on the bid return from each bidder that was assessed against output-based criteria.

4.6 The contract delivery methodology and documentation to be adopted

4.6.1 Contracts were delivered through a mixture of Council and third-party premises. The Council's standard terms and conditions were used to draft the contracts and included a clause to withhold 15% of payment should the Council deem a provider to have not made sufficient effort in trying to recruit eligible programme participants.

4.7. Outcomes, savings and efficiencies expected as a consequence of awarding the proposed contract

4.7.1 The awarding of these contracts has allowed the Council to meet the expectations of the DfE Holiday Activities and Food Programme and grant. Successful rollout of these contracts provided high quality and engaging holiday activities with a healthy food offer for our most economically deprived children, young people and families.

4.7.2 The programme offer provided places for approximately 30% of our Free School Meal eligible children and young people, with significant benefits seen with regards to:

- Improved diet;
- Exposure to foods that young people do not consume at home;
- Involvement in more activities than those who do not attend holiday hubs;
- Improved behaviour in young people;
- Readiness to learn;
- Young people developing new friendships;
- Young people spending time with people that they wouldn't otherwise meet.

4.7.3 This provision therefore forms a key element of the Council's early help offer, particularly in the context of COVID recovery. There are significant savings for the Council as a result of the successful rollout of the programme, including to public health, risk of debt and homelessness, and anti-social behaviour and serious youth violence.

4.7.4 Monitoring of the programme includes quantitative and qualitative evaluation and data relating to:

- Number of participants
- Number of girls.

- Number of boys.
- Number of FSM participants.
- Number of SEND participants.
- Average number of hours attended.

4.7.5 This forms part of the regular monitoring return for the DfE. It is worth noting that DfE chose to come and visit Barking and Dagenham's programme over the Summer, as they felt was among the strongest nationally. Postcodes of participants were also collated to allow the LA to 'heat map' participants in the programme.

4.8. **Criteria against which the tenderers are to be selected and contract is to be awarded**

4.8.1 The DfE has set out clear expectation for the use of the HAF programme grant. The Council developed a scoring matrix that closely matched these requirements that was signed off by the HAF steering group. These are summarised as follows:

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| 1. HAF Attachments Required | |
| organisation's constitution or governing document | |
| organisation's annual financial report | |
| organisation's children's safeguarding policy | |
| organisation's equalities and diversity policy | |
| organisation's public liability insurance certificate | |
| 2. Key Criteria | |
| Healthy Food Offer | |
| Enrichment Activity | |
| Physical Activity | |
| Nutritional Education | |
| Schedule - 4 Hours / 4 Days summer / Winter | |
| 3. Project Outcome | |
| Eat More Healthy | |
| Be more active | |
| Engaging and enriching activities | |
| Be safe and not isolated. | |
| Greater knowledge of health and nutrition | |
| Engagement with other schools and services | |
| Greater knowledge of holiday club provision | |
| 4. Project Characteristics | |
| Protective Characteristics of project | |
| 5. Additional Questions | |
| Will the project require support form B&D trading partners? | |
| Will the project improve equality & Inclusion for groups with protected characteristics? | |
| Demonstrated sign posting to external organisations | |
| Does the project benefit YP from the borough of B&D? | |
| Does the proposal meet HAF programme dates and times? | |
| Has the project received grant funding from other funding bodies? | |
| Is the programme innovative? | |
| Is the programme Transformative? | |
| 6. Project Sign posting | |
| Does Proposal demonstrate additional needs for family? | |

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| Health Support |
| Safeguarding |
| Substance misuse |
| Other (not listed in app) |
| 7. Finance / Price |
| Programme Fees included in proposal |
| Detailed Breakdown of Fees in proposal |
| 8. Additional Considerations |
| Programme Ward |
| Programme Age |

4.9 **How the procurement will address and implement the Council's Social Value policies**

4.9.1 The DfE Holiday Activities and Food Programme forms part of Government's Covid-recovery package. It seeks to address food poverty in deprived families during the school holidays, when families are most at risk as they cannot access free school meals. The provision of a range of engaging holiday activities with a healthy food offer also supports positive outcomes in children and young people in terms of physical activity and emotional health and wellbeing. Around 30% of the borough's total FSM population have the potential to be reached through the programme through direct activity, and 100% through the provision of activity packs.

4.10 **Contract Management methodology to be adopted**

4.10.1 Appropriate contracts have been put in place with all providers according to individual value, in consultation with Legal Services. Contract management includes regular site visits to all providers during programme delivery, and clear expectations around qualitative and quantitative reporting in line with DfE requirements. Contract monitoring is led by the HAF Programme Commissioning Manager, who in turn reports to the Head of Participation, Opportunity and Wellbeing within Education Commissioning.

5. **Options Appraisal**

5.1 Option 1: Do Nothing

A lack of free Summer and Christmas holiday provision for vulnerable children places children and their families at greater risk of food poverty, social isolation, poor mental health and possible academic failure. Many of the participating children will not have participated in any kind of structured social activity outside of school since 20 March 2020 when the first lockdown began. Doing nothing leaves our most vulnerable at the greatest risk, given that the school holidays are already well-evidenced as being a time of risk for vulnerable families. It also places the Council's ability to deliver the DfE's Holiday Activities and Food Programme at massive risk, with potential serious reputational damage and other penalties.

5.2 Option 2: Under competitive tender exercise in accordance with the Council's Contract Rules.

A well-publicised and competitive bidding process was undertaken, to allow organisations to bid for funding using our One Borough Live website. All bids were evaluated and scored using a matrix which was reviewed by a multi-agency steering group. The DfE is expecting for LAs to provide Summer and Christmas holiday activities in line with the funding they have provided under the Holiday Activities and Food Programme. Receiving grant confirmation and conditions on 7 February 2021 did not provide the Council with the opportunity to complete a full competitive tender in time for the Summer holidays, or providers sufficient lead in time to publicise and enrol participants. Therefore, the grant was disaggregated to allow for a diverse and robust offer to be put in place in good time.

In addition, the providers that have been contracted are uniquely placed to deliver their programmes given their relevant experience and existing partnerships in the borough, including our schools. No single provider would have been able to deliver the entire programme on behalf of the Council given the programme size, need for a diverse offer (including geographically) and delivery of similar opportunities in neighbouring boroughs.

5.3 Option 3: Deliver in house by Community Solutions.

This option was considered and rejected because the team have not got the required skills and resources to deliver this in the timeframe. It would need a period of time for programme development and design and therefore they would not be able to mobilise a similar/adapted programme in an adequate timeframe.

6. Consultation

6.1 Two Portfolio Holder briefings have been presented to the Cabinet Members for Educational Attainment and School Improvement, and Health and Social Care, dated 28/01/21 and 21/06/21. Both briefings outlined the principles of programmes and seek endorsement for the borough's strategy for implementation. The June 2021 report also reported back on the success of the borough's Easter HAF programme, as well as summarise the provision in place for the Summer.

6.2 Voluntary and Community Organisations were consulted via The BD Collective's Children and Young People's Network, which received a presentation and discussion around HAF on 25 February 2021. The briefing session following the publication of the bidding process on the 31 March, also allow prospective providers to ask questions and consult around the process.

7. Corporate Procurement

Implications completed by: Euan Beales, Head of Procurement.

7.1 The paper outlines the process that has been conducted to allocate the HAF Funding for 2020/2021.

7.2 The funds have been allocated by DfE and the process used to review and assess the suitability of the bids received have been matched closely to the required DfE Outputs.

- 7.3 The assessments are deemed to be fair open and transparent with the award allocations for contract do not exceed the services or light touch thresholds.
- 7.4 Based on the information contained in the paper I cannot see any reason not to approve the recommendations as made.

8. Financial Implications

Implications completed by: Kofi Adu, Group Finance Manager.

- 8.1 To achieve the expectations of the DfE Holiday Activities and Food programme, and conditions of grant, the Council have conducted a competitive bidding exercise to secure a range of potential providers and put in place a programme for Summer holidays in 2021.
- 8.2 26 bids were received in total, including a consortium bid made up of 6 organisations (i.e. 32 providers in total). As a result of the scoring, 21 providers were commissioned to deliver across 30 locations in the borough, ranging from schools to leisure centres to community centres. This program is funded from the holiday activities and food programme grant. The programme will cover the Easter, summer and Christmas holidays in 2021. There will be no impact on the council's general fund.

9. Legal Implications

Implications completed by: Tessa Odiah, Locum Contracts and Procurement Solicitor

- 9.1 This report outlines the process that has been followed to procure and distribute the Funding for the Holiday Activities and Food (HAF) programme for the current financial year in the Borough.
- 9.2 In keeping with the DfE expectation of the grant funding, which is to provide access to holiday activities and food programme for disadvantaged young people during the holiday periods, a competitive tender exercise was conducted to secure a range of providers and put in place a programme for the project.
- 9.3 The procurement strategy and assessment of bidders outlined in the body of the report appears to be compliant with the requirements of the applicable law and Council's constitution and Contract Rules.
- 9.4 Legal Services support the recommendations outlined in this report.

10. Other Implications

- 10.1 **Corporate Policy and Equality Impact** – by successfully rolling out the DfE's Holiday Activities and Food Programme, the Council is helping to meet the needs of our most economically deprived families at a time when they are most at risk of inequality i.e. the school holidays. The provision of a range of engaging positive activities over the Summer holidays can provide a unique opportunity to meaningfully engage with vulnerable families and impact on positive outcomes.

- 10.2 **Safeguarding Adults and Children** – the provision of a comprehensive programme of holiday activities with a food offer supports the Council’s strategy around contextual safeguarding by providing safe space for vulnerable children and young people.
- 10.3 **Health Issues** – the provision of positive activities with a physical activity and food offer that meets school food standards will support the physical wellbeing and mental health of our children and young people.
- 10.4 **Crime and Disorder Issues** – the provision of a range of positive activities for children and young people will contribute to tackling anti-social behaviour and reducing serious youth violence.

Public Background Papers Used in the Preparation of the Report: None

List of appendices: None