

## Healthy Holidays Programme for Leeds

Date: 17<sup>th</sup> May 2021

Report of: Financial Inclusion Manager

Report to: Chief Officer Community Hubs, Welfare and Business Support

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

### What is this report about?

#### Including how it contributes to the city's and council's ambitions

- A key decision was taken in March 2021 for Leeds City Council to accept £3,532,450 from the Department for Education's for the Holiday Activities and Food programme 2021 (HAF) to deliver the 2021 Healthy Holiday's programme in Leeds. Based on previous experience approval was also gained to adopt a mixed delivery model through Leeds Community Foundation commissioning third sector providers and associated activities, and the Council retaining funding to deliver through council services including schools and community hubs.
- This report sets out further details of the commissioning, procurement and decision making processes for the DfE's HAF funding for Leeds.
- The ambition of the DfE's HAF programme is to provide free healthy food and enriching activities to children eligible for Free School Meals (FSM) across the district over the Easter, summer and Christmas school holiday periods in 2021. As a result the programme contributes to the Best Council Plan focus of tackling poverty and reducing inequalities, and supports the ambitions of Child Friendly City and Health and Wellbeing.

### Recommendations

The Chief Officer Community Hubs, Welfare and Business Support is requested to approve the approach set out in this report for allocation of the HAF funding received from the Department for Education for the summer and Christmas school holidays in 2021.

### Why is the proposal being put forward?

- 1 In order to ensure transparency of decision making this report sets out how Leeds City Council will allocate the funding received from DfE for healthy holiday activities in the city for the summer and Christmas school holidays.
- 2 The total budget allocated to Leeds City Council by the DfE is £3,532,450 to cover one week's provision at Easter, four weeks in the summer and one week at Christmas. Due to short timescales for Easter delivery, the funding approach for Easter along with the acceptance of the

funding was approved via key decision in March 2021. Approximately £370,000 of the funding was used for Easter provision, leaving approximately £3,162,450 for the summer and Christmas school holidays.

- 3 Leeds Community Foundation is a charitable company which supports other charities and voluntary groups across Leeds by distributing grants and sharing advice. Leeds City Council and Leeds Community Foundation have run healthy holiday activities in the city since 2018. Due to budget limitations the focus of previous schemes has been on providing enriching activities and healthy food to children eligible for FSM in areas of greatest deprivation. During 2020 funding totalled £840,000 to cover all school holiday periods. The increase in funding for 2021 means that significant scale up is required, with the DfE requiring all children eligible for FSM to be given the opportunity to participate. In previous years the scheme has reached approximately 6,000 children, in 2021 we are aiming to reach up to 22,000 children.
- 4 For 2021 the Healthy Holidays programme in Leeds will be expanded based on previous experience. For summer and Christmas holiday periods this will require the following actions;
  - a) Working with Leeds Community Foundation to encourage existing third sector, school and community hub providers to expand their provision.
  - b) Expanding the scheme to new third sector, school, and community hub providers along with private sector providers where needed.
  - c) Joining up the programme in terms of food provision, training, activities and resources to ensure wider support needs are met.
- 5 In order to best undertake these actions the following commissioning and decision making processes will be adopted;
  - a) Fund Leeds Community Foundation to run a grant scheme for third sector providers, activities and training. The key decision undertaken in March 2021 approved funding to Leeds Community Foundation, and a subsequent decision was taken for the Council to enter a grant agreement with the Foundation for this activity, the total value of which is £1,393,000 including administration costs. Principally the funding will be distributed in small grants to a wide range of third sector organisations, and covers all holiday periods. A legal agreement setting out the full details of the funding has been signed.
  - b) For Leeds City Council to run a grant process with schools across the district. This will be a competitive exercise open to all schools across the district, with the decision for funding being approved by a panel of senior cross directorate council officers. The estimated total value of this grant will be £600,000 for all holiday periods.
  - c) Through Service Level Agreements for Leeds City Council services including Community Hubs and Libraries, Catering Leeds, Active Leeds, Youth Services to be funded to undertake activities to run or support the programme. The estimated value of this spend will be £800,000 for all holiday periods.
  - d) For Leeds City Council to run a competitive grant process via Yortender for private sector providers to undertake holiday clubs. The total value of the grant pot would be under £100,000. Further details on the grant process and final costings will be outlined in separate decision making report.
  - e) For Leeds City Council to provide direct food awards to charity food providers Fareshare, Rethink Food, and the Cultural Food Hubs. The total value of this funding will be less than £100,000.

## What impact will this proposal have?

### Wards affected:

Have ward members been consulted?

Yes

No

- 6 The approach outlined above maximises the use of Council services whilst allowing for a wide range of third sector providers to be funded to provide free healthy holiday activities in line with DfE guidance. This will give the Council and partners the best chance of engaging children and young people living in low income households.
- 7 As a result of the increase in funding for the 2021 scheme, the Council and Leeds Community Foundation is aiming to reach between 15,250 and 22,875 children and young people over the summer holidays. This represents between 51% and 75% of children eligible for FSM in the city. This will be predominately FSM eligible school aged children and young people, however will also include those who are living in low-income families but who aren't eligible for FSM, and those who have Special Educational Needs and Disabilities/Social, Emotional and Mental Health needs. A mapping tool has been created, in order to understand and determine which areas of the city need to be particularly targeted, and which are well covered by existing providers.
- 8 A key focus of the Holiday Activity and Food programme is to support people suffering hardship, poverty and inequality, and therefore issues of equality, diversity, cohesion and integration are key aspects of this work. According to evaluations of previous Healthy Holiday programmes children participating in Healthy Holidays projects experience a reduction in social isolation and ASB as well as reduced risks of violence, neglect, grooming and crime. In addition the programmes were able to address hunger, isolation, inactivity and digital exclusion issues which specifically related to the Covid 19 pandemic for both children and their families.

## What consultation and engagement has taken place?

- 9 The development of the 2021 Healthy Holidays programme for Leeds has been shaped through regular meetings with officers from the Communities, Housing and Environment, and the Children's and Families directorates along with representatives from Leeds Community Foundation, who have experience in running healthy holidays programmes.
- 10 The relevant Chief Officers and Executive Members have been briefed on this approach.
- 11 The proposal for the allocation of funding and the methods used to commission and procure services have been reviewed by colleagues in the Council's legal and procurement teams.

## What are the resource implications?

- 12 Leeds City Council has been allocated £3,532,450 from the Department for Education's Holiday Activities Funding to delivery healthy holiday activities targeting children entitled to FSM across the district for school holiday periods in 2021.
- 13 The commissioning and procurement processes outlined above will be used to allocate the funding, with approximately 10% being used for administration costs.
- 14 Due to short timescales for Easter delivery, the funding approach for Easter along with the acceptance of the funding was approved via key decision in March 2021. Approximately £370,000 of the funding was used for Easter provision.

## What are the legal implications?

- 15 The legal power for the Council to make awards from the HAF grant funding is the general power of competence contained in Section of the Localism Act 2011. Subject to certain statutory restrictions, none of which apply in this case, Section 1 gives the Council “power to do anything that individuals generally may do”.
- 16 Advice has been sought to ensure that the delivery of the 2021 Healthy Holidays programme adheres to contract procedure rules and that the relevant documentations are completed.
- 17 The Department for Education guidelines stated that they did not require a competitive process to be undertaken for partner organisations, and that local process should be followed which should be mindful of the ambitious timescales. For this reason a key decision was taken to partner with Leeds Community Foundation, with a legal contract put in place.
- 18 It is not considered that Subsidy Control applies to this programme because the Healthy Holidays programme will be provided free of charge to all children therefore no economic advantage is being provided to any third party organisations involved. Nevertheless Subsidy Control implications will be considered again where necessary before preparing and entering into any formal agreements with the Leeds Community Foundation and any other third parties.
- 19 By accepting the HAF funding the Council has agreed to comply with the conditions set out in the DfE’s Grant Determination letter. These include criteria on what is deemed to be eligible expenditure, claw back arrangements where elements of the grant remain unspent, and reporting and monitoring requirements. The Council will ensure that all agreements with third parties relating to this funding, comply with these conditions where appropriate.
- 20 The Council must consider the public sector equality duty enacted in Section 149 of the Equality Act 2010. Some of the proposals in this report involve the taking of action to assist persons sharing ‘protected characteristics’ within the meaning of the 2010 Act to overcome or minimise disadvantage or otherwise meet their needs. This is permitted by Section 158 of the 2010 Act.

### **What are the key risks and how are they being managed?**

- 21 Leeds City Council and Leeds Community Foundation will ensure that all activity undertaken closely follows the guidance outlined and measures implemented by the National Government and Public Health with regards to COVID-19.
- 22 In terms of the schools grant funding round, the system used does not automatically lock down application returns, as a result there may be potential for challenge. However this system has been used previously with no issues. In order to mitigate the risk, all applications will be forwarded to panel members once the application process has been closed.

### **Does this proposal support the council’s three Key Pillars?**

Inclusive Growth       Health and Wellbeing       Climate Emergency

- 23 The ambition of the DfE’s HAF programme is to provide healthy food and enriching activities to children eligible for FSM across the district over the Easter, summer and Christmas school holiday periods in 2021. Healthy Holidays helps to foster positive relations and community cohesion between people from different groups through participation in fun activities and projects as well as food provision. The scheme brings together partners from all sectors building successful effective partnerships for the benefit of the city and its residents. This integrated approach to delivering services contributes to the city’s strategic priorities of Inclusive Growth and Health and Wellbeing.

## **Options, timescales and measuring success**

### **What other options were considered?**

24 The decision to adopt the commissioning and procurement processes set out have been made based on the successful delivery of healthy holiday programmes since 2018. As result no other options have been considered.

**How will success be measured?**

25 Success will be measured through detailed reporting to the Department for Education on the numbers and experiences of children, young people and adults reached through the programme.

**What is the timetable for implementation?**

26 Immediately and until March 2022.

**Appendices**

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**Background papers**

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