

**25<sup>th</sup> April 2022****Agenda Item: 15**

## **REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND SOCIAL WORK**

### **HOLIDAY ACTIVITY AND FOOD (HAF) PROGRAMME UPDATE AND ESTABLISHMENT OF HAF DELIVERY TEAM**

#### **Purpose of the Report**

1. To update Committee on delivery of the Holiday Activity and Food (HAF) Programme 2021 within Nottinghamshire and confirmed funding for 2022.
2. The report also seeks approval to establish a HAF Delivery Team to manage and coordinate the programme in accordance with the Department for Education (DfE) grant conditions.

#### **Information**

##### **HAF 2021**

3. The DfE funded a HAF Programme in 2021 which provided free meals, nutritional education and engaging activities for children and young people eligible for Free School Meals (FSM), aged 5-16 years, over the 2021 Easter, Summer and Christmas school holidays.
4. Nottinghamshire County Council was allocated £2,584,070 in 2021 to coordinate delivery by establishing a steering group to support implementation and delivery, by mapping existing holiday provision and identify gaps, and in doing so was able to develop a localised plan for HAF provision.
5. HAF in 2021 was delivered through a hybrid approach of face-to-face delivery and food and activity packs due to the Covid 19 pandemic, and the HAF team remained responsive to the change in government guidance to ensure safe delivery. The programme was delivered via the Youth Service and Children's Centres Service, and along with a growing partnership approach with schools, district & borough councils, commercial and voluntary sector providers.
6. During 2021 HAF in Nottinghamshire saw 12,872 individuals access provision across the Easter, Summer and Christmas holiday period.

##### **HAF 2022**

7. The continuation of HAF for a further three years has been confirmed, with funding to be allocated on an annual basis. Nottinghamshire County Council will be allocated £2,633,980 for the 2022/23 financial year. The DfE requires the programme to support children and young people aged 5-16 who receive benefits-related free school meals.

8. The aim of the programme will continue to offer high quality provision with a focus on healthy food, enriching activities, physical activities and nutritional education.
9. For 2022, the Council, through the Young People's Service, will coordinate delivery for:
  - a minimum of 4 days delivery at Easter
  - a minimum of 12 days delivery over 3 calendar weeks at Summer
  - a minimum of 4 days delivery during October half term
  - a minimum of 4 days delivery over Christmas.

Up to 15% of funding can be used to provide free or subsidised holiday club places for children who are not in receipt of benefits-related free school meals, and there is a greater emphasis placed on supporting families who participate in this programme to develop their understanding of nutrition and food budgeting and are signposted towards other information and support, for example, health, employment, and education.

### **HAF Delivery Team**

10. Under the DfE issued grant agreement, the Council can fund resource to coordinate HAF within Nottinghamshire up to 10% of the total grant. It is a requirement that every local authority will appoint or have in place a dedicated HAF team and must also have sufficient staff in place working on HAF all year round.
11. Recognising existing pressures within the Young People's Service management structure, this additional resource presents an opportunity to propose that Nottinghamshire County Council establish a dedicated HAF team as follows:
  - 1 FTE Team Manager (Hay Band D) post
  - 1 FTE HAF Coordinator (Indicative Hay Band B) post
  - 3 FTE HAF Development Worker (Indicative Grade 5) posts
  - 1 FTE Business Support (Indicative Grade 4) post.

In establishing a new team, it is anticipated that a development opportunity will arise within the service. Therefore, it is expected that a current Senior Practitioner post within the staffing establishment will be held vacant, and instead a Youth Worker post will be established for the duration of the programme. This variation reflects the changes in the span of control for the newly established Team Manager post and is cost neutral.

12. The role of the HAF team will be to grow and maintain links with local community groups and delivery partners, and in maintaining the ongoing relationship with District and Borough Councils, and with schools all year round. This is especially important when targeting children and young people who will benefit most from the programme to encourage their attendance in the holiday period. The HAF team will also provide support in gathering information and data as required by the DfE. As well as providing support, advice and training to all HAF providers and partners to ensure the DfE's framework of standards (including areas such as safeguarding, health and safety, food provision, and nutritional education) are met, which will also continue outside of the holiday delivery period.
13. It is proposed that the HAF Delivery Team will be employed for the duration of the programme. The Team Manager will report to the Group Manager for Young People's Service.

## Other Options Considered

14. Existing Young People's Service management capacity is stretched and managing the HAF programme alongside existing duties is presenting a challenge. The DfE issued grant agreement provides resource allocation to establish a dedicated HAF team, which will alleviate these pressures.

## Reason/s for Recommendation/s

15. To effectively deliver the HAF programme across Nottinghamshire.

## Statutory and Policy Implications

16. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## Financial Implications

17. The cost of a HAF delivery team as presented in **paragraph 11**, for a 12-month period will be £250,869 (including on-costs) and majority will be funded from the DfE grant provided to deliver the HAF programme. Up to 10% of the allocation, £263,398, can be used to co-ordinate delivery on-costs associated with running the programme, including management capacity. If an existing Senior Practitioner is appointed to the HAF Team Leader role, their current post will be held vacant and replaced with a Youth Worker post for the duration of the HAF programme. The financial benefit would be £13,133 and would be used to fund, in part, the HAF Team Manager post as they would retain some existing NCC duties.

## Human Resources Implications

18. Recruitment and selection will be in line with Nottinghamshire County Council's employment procedures.

## RECOMMENDATION/S

- 1) That the Committee approves the establishment of the HAF Delivery Team to coordinate the Holiday Activity and Food Programme provision for the duration of the programme as follows:
  - 1 FTE Team Manager (Hay Band D) post
  - 1 FTE HAF Coordinator (Indicative Hay Band B) post
  - 3 FTE HAF Development Worker (Indicative Grade 5) posts
  - 1 FTE Business Support (Indicative Grade 4) post.

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**Constitutional Comments (LPW 28/03/22)**

19. The recommendations fall within the remit of the Children and Young People's Committee by virtue of its terms of reference.

**Financial Comments (JG 29/03/22)**

20. In the eventuality that a Senior Practitioner post is held vacant and replaced with a Youth Worker post for the duration of the HAF programme, the financial benefit would be £13,133 and would be used to fund, in part, the Team Manager post. The cost of the HAF delivery team as presented in **paragraph 11** will be £250,869 (including on-costs) and will be funded from up to £13,133 from the Youth Service budget, as per the temporary staffing arrangement, and DfE grant provided to deliver the HAF programme.

**HR Comments (EMcG 28/03/22)**

21. The staffing implications are contained within the body of the report. Posts will be appointed to in line with the agreed employment and recruitment procedures.

**Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None.

**Electoral Division(s) and Member(s) Affected**

All.

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