

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	5199
Author:	Lee Kimberley
Department:	People
Contact:	Lee Kimberley (Job Title: Head of Nottingham Catering, Email: lee.kimberley@nottinghamcity.gov.uk, Phone: 01158765432)
Subject:	Acceptance and Allocation of Household Support Fund 5 Grant Extension
Key Decision (decision valued at more than £1million):	Yes
Key Decision (decision affects 2 or more wards):	Yes
Total Value:	£3,556,933.83 (Type: Revenue)
Decision Being Taken:	F1) To accept the Government's Household Support Fund 5 Extension (HSF5+) allocation to the Council. 2) To delegate approval authority to the Director of Education to release the remaining grant funds as required in accordance with the grant conditions as set out in the attached HSF5+ Extension Distribution Plan. 3) To approve the call off through Crown Commercial Framework RM 6255, to Sodexo Pluxee for the supply of Supermarket vouchers. 4) To note that the spend plan will go through the applicable Spend Control process after this decision is approved.

Reasons for the Decision(s) <p class="MsoNormal" style="margin-bottom:0cm;line-height:normal;mso-layout-grid-align:none;text-autospace:none">The Government have extended the current HSF5 scheme until April 2025 with an additional £421m support for vulnerable families Nottingham is expected to receive approximately £3.56m of support based on previous calculations. The new grant was announced on 2nd September 2024 and the formal confirmation letter is attached as FINAL Household Support Fund (October 2024 - March 2025) Launch Letter.The planned distribution is shown as Appendix 1 - HSF5 Extension Distribution Plan, pending this decision. This will be a continuation of the current processes and mechanisms in place for the existing HSF5 scheme for the next six month period.This plan is a draft and has been provisionally approved by the Director of Education and sets out the types of support to be provided to vulnerable residents. The council is required to return the proposed Distribution Plan to the DWP.<p class="MsoNormal" style="margin-bottom:0cm;line-height:normal;mso-layout-grid-align:none;text-autospace:none">The plan includes support for Food Banks and Social Eating projects, supermarket and energy support vouchers and to support advice and assistance through community based organisations to vulnerable residents in the city. Children who receive free school meals (FSM) will continue to be supported for October, Christmas and February holiday periods. The council has appointed Sodexo Pluxee as its voucher supplier through the scheme through Crown Commercial Contract RN6255. The council will continue to distributes energy support through its contract with Paypoint Payment Services Ltd. The funding is provided to the council in arrears for each quarterly period following submission of the monitoring report which captures the volume and types of spend provided to residents. The proposed Distribution Plan is similar to the delivery of the HSF3, 4 and 5 schemes and is compliant with the grant conditions. The conditions of the grant require the council to provide quarterly monitoring information to DWP to detail the type and volume of expenditure and purpose for which the grant has been used.

Briefing notes documents: Sodexo - Order-Form-Template-and-Call-Off-Schedules Voucher scheme 24.04.23.docx, Appendix 1 - HSF5 Extension Distribution Plan V1.1.docx, FINAL Household Support Fund (October 2024 - March 2025) Launch Letter.docx

Other Options Considered: To not accept the grant: this option is rejected, as the grant is needed to support those most in need in the city.

Background Papers: None

Published Works: None

Affected Wards: Citywide

Colleague / Councillor Interests: None Declared

Consultations: Those not consulted are not directly affected by the decision.

Crime and Disorder Implications:

None

Equality:

EIA not required. Reasons: EIA not required. Reasons: EIA not required. Reasons: EIA from DD4275 from July 2021 is still valid for this decision

Social Value Considerations:

N/A

Decision Type:

Leader's Key Decision

Subject to Call In:

Yes

Call In Expiry date:

01/11/2024

Advice Sought:

Legal, Finance, Procurement

Commissioner Comments:

The Commissioners are content with this decision

Legal Advice:

The proposed acceptance of the Household Support Fund 5 (HSF5) Extension and the delegation of authority to the Director of Education for fund release is supported and raises no legal concerns, provided the Council complies with the following:

1. Grant Terms Compliance: The Council must adhere to the funding terms set out by the Government. All spend must align with the grant conditions and the Council's constitutional requirements.
2. Procurement Compliance: The continued use of Sodexo Pluxee for supermarket vouchers through the Crown Commercial Framework RM6255 remains compliant with procurement law, provided the call-off process is followed.
3. Monitoring and Reporting: The Council must ensure timely submission of quarterly monitoring reports to the Department for Work and Pensions (DWP), detailing expenditure in accordance with the grant conditions.
4. Risk Management: The Council should continue regular reviews of compliance to mitigate financial or legal risks associated with the grant.

Advice provided by Amana Parveen (Solicitor) on 15/10/2024.

Finance Advice:

The decision is to accept the Government's Final Household Support Fund (October 2024 - Mar 2025) allocation to the Council. 2) To delegate authority to the Director of Education to release the grant funds as required in accordance with the grant conditions 3) To approve the call off through Crown Commercial Framework RM 6255, to Sodexo Pluxee for the supply of Supermarket vouchers.

The Government have extended HSF to support vulnerable families to continue until the end of March 2025, of which Nottingham has been awarded £3,556,933.83. The grant payments will be made to Authorities in arrears on receipt of a fully completed, compliant and verified quarterly MI return.

We are unable to carry forward any underspends from HSF grant, any un-spent grant allocation is lost.

Advice provided by Abiola Yusuff (Commercial Finance business partner) on 11/10/2024.

Procurement Advice:

This decision refers to a compliant call off from CCS framework RM6255 for the provision of Voucher Schemes and raises no procurement concerns. Advice provided by Paul Ritchie (Procurement Manager) on 14/10/2024.

Signatures:

Neghat Khan (Leader / Exec member, Strategic Regeneration)
SIGNED and Dated: 25/10/2024
Jill Colbert (Corporate Director Children and Education Services)
SIGNED and Dated: 24/10/2024