

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B092/25

If not a Key Decision write n/a above

OFFICER DECISION RECORD ⁱ

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

Subject: Holiday Activities and Food (HAF) Programme for Hertfordshire (known locally as HAPpy Programme)

Type of Decision: Executive

Key Decision (Executive Functions only): Yes

Executive Member/Committee Chairman:

Anthony Rowlands

Portfolio (Executive Functions only):

Executive member for Children's Social Care

Officer Contact: Tina Powell - Service Manager Strategic Partnerships
Tel: 01438 844749 (54749) **Email:** tina.powell@hertfordshire.gov.uk

April 2020

1. **Decision**

Following an open tender process Hertfordshire University (operating as Hertfordshire Sports & Activity Partnership) are to be awarded the contract to run the HAF programme for Hertfordshire (known locally as HAPpy) for the next 3 years, following the announcement from the Department for Education extending funding from 2026-2029.

2. **Reasons for the decision**

Through the tender process Hertfordshire University (operating as Hertfordshire Sports & Activity Partnership) illustrated that they have the experience and knowledge to provide an effective programme of activities for children in Hertfordshire. The universities bid scored significantly higher than the other bids, following a evaluation and moderation process led by officers.

3. **Alternative options considered and rejected**

This tender is to ensure the continued running of the Holiday Activity and Food Programme for Hertfordshire, originally awarded to Hertfordshire Sports Partnership through a STA in 2021, and then through a formal tender process in 2022.

Other options for the management of the delivery of the programme have been considered, but these do not offer value for money, make business sense for HCC or allow for the added social value offered by a local organisation coordinating the contract.

4. **Consultation** (*see Summary of Requirements below*)

Was any Councillor consulted? Yes

If yes:

(a) Comments of Executive Member/Committee Chairman

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Until the recent elections Cllr Thomson was a member of the HAF Steering group coordinated by the Strategic Partnerships, and consulted on the previous commissioning rounds. Cllr Rowlands will now be invited to attend.

(b) Comments of other consultees

5. **Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

None Known

(If a Councillor declares a conflict of interest DO NOT PROCEED without seeking advice from Democratic Services or Legal Services).

6. **[Following consultation with the Executive Member/Committee Chairman,] I am proceeding with the proposed decision. (delete words in square brackets if no requirement to consult the Executive Member/Committee Chairman)**

Signed:

Jo Fisher

Title: Executive Director for Children's Services and Education

Date: 18/09/2025

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.ⁱⁱ

Summary of Requirements to Inform/Consult Councillors

Significance of Proposed Action	Controversial	Relevant Councillor(s) to be Consulted
Technical/Professional/	No	No need to inform or consult councillors

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Routine		
Technical/Professional/ Routine	Yes	Executive Functions: Consult relevant Lead Executive Member and, where appropriate, Local Councillor Non-Executive Functions: Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	Executive Functions: Inform Lead Executive Member and Local Councillor Non-Executive Functions: Inform Local Councillor
Local	Yes	Executive Functions: Consult Lead Executive Member and Local Councillor Non-Executive Functions: Consult Local Councillor
General or County-wide	No	Executive Functions: Consult relevant Lead Executive Member (s) Non-Executive Functions: Consult relevant Committee Chairman
General or County-wide	Yes	Executive Functions: Consult relevant Lead Executive Member (s) and the Leader of the Council Non-Executive Functions: Consult relevant Committee Chairman/Leaders all Political Groups
