

Report to: Executive Cabinet Member
Environmental Services

Date: 20.02.17

Report of: Donna Ball
Assistant Director - Community
Services

Report No: ECMES/52/17

Contact Officer: Gillian Moir/Irfan Oomer

Tel No: 336965

Report Title: **Procurement of Snack Foods & Fresh Meat for the School Meals Service**

1. Ready-made sandwiches
2. Street Food (pasta & sauce pots / wrapped chicken products)
3. Fresh and cooked meat non - halal

Non Confidential: This report does **not** contain information which warrants its consideration in the absence of the press or members of the public

Purpose: The purpose of this report is to seek authority to procure

1. Sandwiches under the ESPO Sandwiches and Food-to-go framework 121
2. Street food under the YPO UK Food Deal Frame work
3. Cooked/fresh meat under the YPO Food Deal framework

Recommendations: The Executive Cabinet Member is requested to:-

Grant approval for the Assistant Director - Community Services to call off the ESPO framework 121 for ready-made sandwich provision, also call off from the UK Food deal framework for Schools 1st - School Meals Service

Decision

**Background
Doc(s):**

Signed:

Leader/Executive Cabinet Member

Monitoring Officer

Date:

1. Introduction

1. & 2. The supply of ready-made sandwiches and street food to council contracted secondary schools has been in place since 2010 the contract ended Dec 2016. It allows the service to provide the schools with, increased choices as demanded by the customers. This included a wider selection base of sandwiches, together with street style food in disposable pots or paper-wrapped, to serve alongside more traditional food.

The concept of using external food companies to provide contemporary street food not only modernises our approach but is not more labour-intensive, nor more complex for food safety systems. The point of sale material is attractive and age appropriate for young adults and meets allergen labelling regulations.

In addition, whole grain products are to be available twice weekly on compliant menus as part of the School Food Standards, these foods meet this requirement.

3 The supply of fresh and cooked meat is currently contracted until April 2017. To comply with the School Foods Standards a portion of meat or poultry must be available on the menu 3 times per week.

The new set of standards for all food served in schools came into force in January 2015

4. Types of contracts

School Food has been radically standardised over the last decade resulting in much greater collaborative procurement of food. In order to ensure the requisite quality and standards, grouped purchasing has the advantage of delivering savings through economies of scale and supports improved working relationships with the supply chain.

In the past Bolton School Meals Service has procured through a variety of grouped arrangements and also tendered individually in house. The advantage of framework procurement also reduces the specialist and costly resource of in house contracting.

Framework Agreement - a framework agreement is a general term for agreements which set out terms and conditions under which specific purchases (call-offs) can be made throughout the term of the agreement. There is no commitment to purchase a particular volume of supplies, works or services under a framework agreement. The framework may, itself, be a contract to which PCR 15 applies (Councils Purchasing Guide). The term of a framework agreement shall not exceed 4 years and all terms and conditions are checked by legal section for every framework call off.

As good practise to ensure Best Value, further mini competitions will be completed for the sandwiches, pasta and sauce pots, and cooked/fresh meat, to select the most economically advantageous tender from within the supplier groups in the frameworks. Chicken wrapped products to be a direct award as there is only 1 supplier under the framework (see below)

ESPO Sandwiches & Food – to – go framework

Supply of sandwiches - Includes 3 regional and 6 national suppliers

YPO UK Food Deal framework

Supply of Street food - 7 suppliers in total, 6 offer, pasta and sauce concept (1 regional and 5 national) with 1 supplier offering a wrapped chicken concept this is a national supplier.

Supply of Cooked /fresh meats - 3 suppliers 2 local 1 regional

Direct award wrapped chicken products – the chosen supplier is required to provide consistent quality, have reliable, on-time deliveries; and work with the service to promote healthy eating chicken concepts.

Accreditations, quality marks and Halal status is taken into consideration when selecting this type of product. Types of quality standard include:

- *Food for Life* ingredients
- BRC Grade A (Global standard for food handling, processing and packing)
- MSC (Marine stewardship Council)
- HMC compliant

5. Financial Information

All food products are expected to have an increase due to fluctuations in exchange rates following the result of the EU referendum. It is judged that the onset of “Brexit” may see increases generally across all food products of between 5 and 15 % in the next 12 months. The spend through this framework will be reviewed alongside the secondary school tariff annually and monitored as a KPI for all food spend/ inflation within the service

The projected annual spend on these goods is approx.

1. Sandwiches £40k
2. Street food £60.4k (£17.5k on pasta and sauce £42.9k on chicken wrapped products),
3. Cooked/fresh meat £185.5k

This call off will cover:

- The supply of sandwiches to 3 secondary schools, and providing part of a cold service to primary schools during refurbishments and emergency equipment breakdown if required, on a 2 +1 +1 = 4 years contract
- The supply of pasta/sauce pots & wrapped chicken goods to 3 secondary schools annually and wrapped chicken goods to 92 primary schools on a 6 month menu period, on a 2 +1 + 1 = 4 years contract
- The supply of cooked/ fresh meat to all school meals contracts including 95 schools, 3 children centres and 3 impact trust units on a 2 +1 + 1 = 4 years contract

4. Recommendations

The Executive Cabinet Member is requested to:-

Grant approval for the Assistant Director of Community Services to call off from the ESPO Sandwiches and Food – to –go framework 121 and the YPO UK food deal framework

1. Note the evidence provided to achieve Best Value purchasing.