

LONDON BOROUGH OF CAMDEN	WARDS: All
REPORT TITLE School Meals Caterlink Contract	
REPORT OF Gavin Haynes, Director of Property Management	
FOR SUBMISSION TO Schools Forum	DATE 7 February 2023
SUMMARY OF REPORT Camden Council alongside Islington Council entered a contract with Caterlink to provide a school meals service with contracted schools. The contract ends on 31 March 2023 and includes an option to extend for two further years. This paper sets out the Council's current position with regard to the future of the contract and the range of options available to the Council. Contact Officer: Shola Matiluko, Contracts Performance Manager shola.matiluko@camden.gov.uk / 020 7974 4518	
RECOMMENDATIONS The Schools' Forum is asked to note the current position of the renegotiation of the school meals contract and the changes to price that may occur.	

Signed:



Gavin Haynes, Director of Property Management

Date: 01 February 2023

1 Summary

- 1.1 The current contract procured jointly with London Borough of Islington ends on 31st March 2023, however, it includes an option to extend for up to a further two years. The Council is currently considering its approach to the procurement of this contract.
- 1.2 This paper sets out the commercial considerations and approach for the Council, as considered in part two of this item.

2. Legal Implications

- 2.1 The contract provides for the proposed extension, and thus its award will comply with the PCR 2015 and CSOs. CSOs require that the Executive Director makes the Decision to award the extension.

3. Environmental Impacts

- 3.1 None

4. Financial Comments

- 4.1 The full cost of the service is financed by schools through a combination of charges to parents for paid meals and funding of free meals from their delegated budget. Schools are charged as per the invoiced number of meals by the contractor.
- 4.2 Schools have autonomy on the use of their budgets with the Council having a duty to assist them in securing value for money for their contracted services. As a result, the Council through its procurement processes allows schools to have access to contracts at competitively tendered price and quality.
- 4.3 Schools can be varied into or out of the contract by giving a reasonable notice.
- 4.4 The key financial risk in the contract relates to price increases during the contract. This is mitigated by the requirement that a joint review of prices takes place each year, allowing the service to manage any price changes within available budgets and / or with reference to retail price index for food and catering. Any increase in contractor costs will also be subject to market benchmarking of prices. Schools can opt out of the contract with no financial penalty.

5. Appendices

Appendix 1 – School Meals Caterlink Contract Part II Report

REPORT ENDS