

**From:** Angela Penrose **On Behalf Of** Andy Sharp  
**Subject:** FW: School meals contract  
**Importance:** High

Hi all,

I am writing to follow up on the meetings that took place yesterday to discuss the further proposal made by the Council to resolve the current situation in relation to the provision of the school meals catering contract. Firstly thank you to all of those who were able to attend yesterday, the discussion was I hope helpful to you and I appreciated the openness and honesty of the feedback given to us by those who attended. As promised I attach for your information a copy of the slides that were used at the sessions yesterday which are reflective of the content of the email I sent out to you all yesterday to articulate what is hopefully an acceptable position which will allow us to move forward on a collective basis.

For the avoidance of doubt and to provide assurance of the consistency of the position I have reiterated the information contained in the email yesterday below as confirmation of the offer being made to schools by the Council. I fully understand the issues around this process and the concerns raised by colleagues and these will be dealt with as we discussed through a fundamental review of what has taken place. In the interim however, I would be very grateful if you could, if you have not already, please confirm if you wish to accept the offer expressed by the Council yesterday by mid-day today. I apologise that this is short notice, I don't wish in any way to rush colleagues into a decision however as we discussed yesterday, in order to deal with the required contractual arrangements we do need to know the intentions of schools as soon as possible.

As discussed yesterday the Council has listened to the feedback received from the schools and have revised the proposal we made last week in order to **remove** the requirement for schools to make a 5p contribution per meal to the cost of UIFSM/FSM. This means the provision of the school meals catering contract for a further year to July 2020 will be cost neutral to the schools as prices will be maintained at the current levels:

2.30 - UIFSM/FSM

2.35 – paid for primary school meals

2.40 – paid for secondary school meals

The proposal has been made subject to schools making a firm commitment to remain with the contract for the extension period (once signed as this is a contractual requirement) of one year and that the intention to participate is confirmed to us via email by midday on the 26 June to:

[Amanda.Vass@westberks.gov.uk](mailto:Amanda.Vass@westberks.gov.uk)

This proposal was presented and discussed at the two sessions offered to schools by me yesterday to discuss the issues around the procurement process and on-going arrangements for the contract and as part of these sessions the high level plans for how the year extension would be used to ensure a robust and compliant process that delivers a workable solution for July 2020 and beyond was presented to cover the following:

- Review of the process and the circumstances that led to the current situation
- Lessons learned about current issues to be understood and incorporated into the overall approach
- Emerging complexities in the market to be accounted for
- Extensive engagement/sign off with schools on the specification - start early in September

- Agreed communications plan to run in parallel to all other activities

As previously advised, the Council has and will continue to provide legal advice and assistance for any school which has made alternative arrangements or which wishes to do so.

I appreciate that colleagues may still have some additional questions in respect of this offer or the future arrangements if you do have any questions which we have not responded to as yet I would ask that you contact Angie Penrose on (01635) 519723 in the first instance who will be able to direct your call to a member of the management team for a response.

I would just take this opportunity to once again apologise for this situation and to thank you for your ongoing patience and support in finding a solution which maintains provision and allows us to work together to ensure a sustainable set of arrangements going forward.

Many thanks,

Andy

**Andy Sharp** Executive Director - People

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