

Meeting name:	Cabinet
Date:	17 June 2024
Report title:	GW1 School Food Procurement Framework
Cabinet Member:	Councillor Jasmine Ali, Deputy Leader and Cabinet Member for Children, Young People, Education and Refugees
Ward(s) or groups affected:	All
Classification:	Open
Reason for lateness (if applicable):	Not Applicable

FOREWORD - COUNCILLOR JASMINE ALI, DEPUTY LEADER AND CABINET MEMBER FOR CHILDREN, YOUNG PEOPLE, EDUCATION AND REFUGEES

Every child has a right to food. Southwark was one of the first councils to invest in free, healthy school meals for all primary school children, guaranteeing children a hot, nutritious meal at lunchtime. Last September Southwark Council celebrated ten years of universal free school meals for all primary school children and this year we have offered free meals to more secondary school pupils too.

A quality school lunch helps pupils engage in learning, enhances academic performance, learn healthy behaviours and supports a healthy weight and food security.

The council could do more to support schools to serve meals which are value for money, of consistent nutritional quality and sustainably sourced, whilst reducing the administrative burden on schools around food service tendering.

This paper recommends the development of a school food procurement framework to help tackle the fragmented and complex school food market in Southwark, uphold meal standards, raise wages and morale in school kitchens, reduce the tendering burden on schools and stimulate school food market access for VCS and SMEs.

RECOMMENDATIONS

1. That the Cabinet approve the procurement strategy for the development of a school food procurement framework, with a term of 4 years provisionally commencing in December 2024 with a total estimated value of £4m, which meets the required specification for school food in Southwark, in collaboration with the Get Help Buying for Schools (GHBS) part of the Department for Education (DfE).

2. That the Cabinet note the recommendation in paragraph 1 is contingent on the outcome of market and schools engagement, please see timeline in paragraph 41. Approval is sought at this point in order for Department for Education to progress governance. The framework protocol and lot strategy is to be determined, but will be influenced by market engagement activity detailed within paragraphs 73-76 which is scheduled for Q1 2024-25.
3. That the Cabinet agree to delegate the subsequent Gateway 2 decision to the Strategic Director for Children and Adult Services.

REASONS FOR RECOMMENDATIONS

ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

4. The alternative option is the status quo. Without the development of a school food procurement framework, schools in Southwark will continue to procure school food services individually. This fragmented and uncoordinated approach is less efficient for schools in terms of administrative burden, costs and outcomes.

POST DECISION IMPLEMENTATION

5. Once the recommendations within this report have been approved:
 - i. Further consultation with schools and suppliers will take place before progressing to Gateway 2, as detailed in paragraphs 73-76 of the report.
 - ii. The details of the planned contract management and monitoring regime are set out in paragraphs 61-64 of this report.
 - iii. The timeline for implementation of this report is set out in paragraph 41.

BACKGROUND INFORMATION

6. The Southwark School Meals Transformation Programme (SMTP) commenced in April 2021 to address identified problems and opportunities in the school food system in Southwark.
7. The SMTP aims are:
 - Improve nutritional quality and consistency of school meals across Southwark, leading to healthy behaviours and outcomes, improved behaviour and higher education attainment.
 - Establish a more stable school food system, that helps create jobs that are more attractive for local residents.
 - Support Southwark's environmental sustainability and climate emergency agenda, provide more social value through jobs and the local economy.
 - Tackle disadvantage and reduce inequalities.

8. The SMTP is led by Southwark Council in partnership with Impact on Urban Health (IoUH, part of Guy's and St. Thomas' Charity) who are providing additional expert support as well as matched funding to the value of £525,000 over the five years of the programme. The SMTP started in April 2021 and will run to March 2026. In total, approximately £1.2m is being invested to transform school meals in Southwark.
9. Southwark's school food market is complex and fragmented, each school has varying procurement methods and contracts in place. Some schools manage school meals in house, others outsource the catering service to a third party provider. Most outsourced contracts are for a single school, rather than a group, each with different contract terms. 60% of schools have a school lunch service contract with an external caterer and contracts tend to be for a 3 year term.
10. There are significant variations in quality of school lunch provision across Southwark and low operational compliance with the Standards for School Food in England¹ in some schools.
11. To ensure improved outcomes and value in the delivery of school meals, a number of options have been proposed:
 - i. **For the schools that wish to continue to 'outsource'**, a bespoke Southwark 'outsourcing' specification is being developed to support the aims of the SMTP, including a secondary contract lot option to support Voluntary and Community Organisations (VCS), Small Medium Enterprises (SMEs) and the local economy which is overseen by an operating board including membership from schools and officers from Public Health, Education, Procurement and Commissioning,
 - ii. **For the schools that provide food 'in-house', or wish to do so**, a pooled procurement mechanism for purchasing ingredients is being developed which brings economies of scale, supports the local economy and improves the sustainability of food served in schools,
 - iii. **Additionally, for the schools providing food 'in-house'**, to explore opportunities with Chefs in Schools to develop a collaborative Chefs Alliance and further work to implement the School Chef Qualification in Southwark schools.
12. Approval of the recommendations in paragraph 1 of this report will further progress 11i and 11ii above, supporting both schools that 'outsource' and those who provide food 'in house'.

Summary of the business case/justification for the procurement

13. The SMTP interim evaluation report (October 2023) emphasised the importance of work to strengthen procurement and service specifications as

¹ [Standards for school food in England - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

part of the overall approach to achieving better school food catering. School business leaders have also echoed a desire to work together on a procurement approach to improve quality of provision and meet Southwark standards.

14. Many schools preferring to outsource their catering provision are generally not skilled in developing school food specifications, contract performance metrics and monitoring school food quality. A framework to support this will ensure consistency in contracting.
15. Having a bespoke Southwark procurement framework will:
 - Make managing a competitive tender process less burdensome for schools, with increased assurance for schools and the council on quality of provision.
 - Support implementation of the Free Healthy School Meal grant conditions requiring school meal take-up data reporting and that school food meets national and local standards.
 - Ensure all catering staff are paid the London Living Wage (LLW).
 - Enable clearer quality monitoring through implementation of a reporting framework including school meal quality audits.
 - Allow schools to select providers that suit the needs and scale of their school food operation.
16. The Get Help Buying for Schools (GHBS) service is part of the DfE procurement support offer for all state funded schools. The service has already been approached by some Southwark schools to support mini-competitive tenders on existing DfE approved national procurement frameworks.
17. GHBS has agreed to work with the SMTP towards developing a School Food Framework Agreement for Southwark schools. GHBS is keen to use this project to test and learn how it can support better procurement at a local authority, including ongoing support for administering the framework and supporting schools to use it.
18. The Council will be the contracting authority to the Framework Agreement from a supplier perspective.
19. The GHBS service shares a common goal with SMTP to improve school food market access for local suppliers, SME and VCS and increase the environmental and financial sustainability of school food procurement.
20. DfE is a trusted partner for Southwark Schools and several schools in the borough have used the GHBS service this academic year already.
21. The joint GHBS and SMTP project will run in stages: a framework will be created only if there is enough interest from both schools and catering providers. Progress will be subject to both Southwark Council and GHBS meeting each organisation's internal governance requirements.

22. There will be dedicated support from the GHBS procurement service to school business leaders for all schools in Southwark, supporting council officer capacity.
23. The Council will develop the food service and food supply specification, lot arrangements and lead school and supplier engagement. GHBS will provide education specialist procurement support and manage the tender process.

Market considerations

24. Schools, Multi-Academy Trusts (MATs) and school federations in Southwark provide school food using one of three arrangements:
 - i. outsource the school food service, including ingredients procurement, to a third party caterer
 - ii. manage school food in house with catering staff directly employed by the school and ingredients directly procured by the school or
 - iii. manage school food in house, but use a third party company to provide compliance support for statutory obligations, for example with statutory food allergy management.
25. Outsourced contracts in Southwark are currently typically procured by schools through DfE approved framework agreements. The existing frameworks include pre-approved suppliers, with pre-procured agreed terms and conditions and legal protections. Whilst these frameworks will have detailed specifications and reduce the effort required by schools to prepare service specifications for tenders, they can be inflexible. Additionally, existing frameworks do not generally require catering services companies to pay the London Living Wage (LLW) nor open access up to SME, VCS and the local economy.
26. The whole school meals market in Southwark is valued at around £8.3m (primary) and £5.3m (secondary) annually. 60% of schools have a school lunch service contract with an external caterer.
27. There are 13 catering providers operating in Southwark schools, two thirds of contracts are held by the three biggest education catering providers in the UK. Most of these contracts are for a 3-year fixed term.

KEY ISSUES FOR CONSIDERATION

Options for procurement route including procurement approach

28. The Framework Agreement may include a number of options that are currently being considered:

- Include a list of pre-qualified suppliers for providing school catering services and/or ingredients to Southwark bespoke specifications including meal quality, employment practices and contract oversight.
 - Schools, MATs and federated schools will award individual contracts (call-off) to listed suppliers either by direct award or mini competition.
 - Schools can enter into grouped contract arrangements for greater economies of scale, if they wish to do so.
 - Be approved by the DfE.
 - Use inclusion metrics, designed to promote local suppliers, SME and VCS participation.
 - Use restricted lots, designed to promote local suppliers, SME and VCS participation.
29. The Framework Agreement will be for a 4-year fixed term in the first instance. Schools and MATs who wish to choose alternative providers will still be able to use service specifications for independent procurement activity.
30. The Framework Agreement protocol and lot strategy is to be determined, but will be influenced by market engagement activity detailed within paragraphs 73-76 which is scheduled for Q1 2024/25.
31. Using the Framework Agreement will be optional for schools, service specifications will be shared with schools who do not want to use the framework.

Proposed procurement route

32. GHBS (DfE) will manage the procurement on behalf of Southwark Council, as the contracting authority. The SMTP will support as required.
33. The SMTP will lead on service specification development, bringing together contributions from school food policy experts, catering consultants, secondary school food chefs, school food charity organisations and experience with individual schools.
34. The output will be a Public Contract Regulations 2015 (PCR2015) compliant Framework Agreement.
35. Participation in the Framework Agreement will depend upon suppliers demonstrating the ability to meet the following specification objectives, which will also form the basis of call-off contract performance and quality monitoring metrics:

Supplier supports schools to take a whole school approach to food which complements the school’s vision
Meals served to pupils are appealing, nutritious, well-cooked and culturally appropriate at all schools and there is a uniform pricing model
Meals are value for money for the school and council and service is reliable

Meals served meet national and local standard requirements
Meals are prepared by a motivated, valued and well trained workforce paid London Living Wage, as a minimum
Schools, pupils and parents are regularly consulted on the menu and service
Local economy, VCS/SME can access to school food market and supply chain in Southwark
Supplier is committed to maximising school meal uptake
Food waste is kept to a minimum and menus are planet friendly
Special diets and allergies are well catered for and managed
School food quality monitoring is in place against set criteria, including reporting to Customer, Governors and Southwark Council.
Service provision meets requirements of London's Food Purchasing Commitment as set out in paragraph 54.
Multi Academy Trusts (MATs) and schools have the autonomy to choose own supplier(s)

Identified risks for the procurement

36. The following risks and mitigations have been identified by the School Meals Transformation Programme. Residual risk will be assessed following school and supplier consultation to support the Gateway 2 decision.

Category of Risk	Risk Description	Likelihood	Impact	Risk Score	Mitigation
Engagement	Schools do not engage with Framework Agreement, lack of participation reduces efficiency opportunities and non-participating schools may not improve nutritional quality of their school meals.	Low	Medium	Low	<p>School engagement is a priority, including Multi Academy Trusts.</p> <p>Seek expressions of interest from schools through dedicated engagement sessions, supported GHBS marketing team.</p> <p>GHBS continue to support schools to tender outside of the Framework Agreement using Southwark specification.</p>

Category of Risk	Risk Description	Likelihood	Impact	Risk Score	Mitigation
Engagement	Caterers and ingredients suppliers do not engage with Framework Agreement. Lack of participation reduces efficiency opportunities.	Low	Medium	Low	Supplier engagement is a priority, including engagement with incumbent providers and local/SME/VCS. Consultation with providers through dedicated engagement sessions will inform final service specification.
Operational	The chosen service provider(s) fails to meet specification requirements, leading to reduced school meal take-up rates or lower quality.	Low	High	Medium	Ensure regular assessment against clear and consistent contract performance and food quality KPIs, supported by Southwark Council in person quality inspections. Expecting a small number of schools to participate initially.
Financial	School kitchen infrastructure or capacity is not adequate, acts as a barrier to improvements in school lunch quality.	Low	Low	Low	Audit of secondary school schools kitchen infrastructure completed (primary schools serving meals to all pupils in Southwark) Include supplier contribution to new kitchen equipment

Category of Risk	Risk Description	Likelihood	Impact	Risk Score	Mitigation
					included in service specification.
Financial	Schools providing meals through in-house catering arrangements continue to buy ingredients 'off-system' because minimum order volume is too big or more expensive, pooled procurement economies of scale are not achieved.	Low	Low	Low	Consult on minimum order volume requirements with school chefs during specification development. Ensure purchasing arrangements are continuously promoted.
Reputational	Meals offered do not meet London Food Purchasing Commitment or the Sustainable Food Strategy quality requirements because cost is prohibitive.	Low - Medium	Medium	Medium	Set achievable sustainability standards into service specifications.
Governance	The chosen service provider(s) fails to meet specification requirements, school seeks resolution (including	Low	Medium	Low	Access agreement between council and schools using the Framework Agreement is in place.

Category of Risk	Risk Description	Likelihood	Impact	Risk Score	Mitigation
	financial) from the council.				

Key / Non Key decisions

37. This report deals with a key decision.

Policy Framework Implications

38. The development and adoption of a Framework Agreement will help ensure that as a minimum, school food service specifications meet: (i) the Department for Education Standards for School Food, (ii) for primary schools, the Southwark Council Free Healthy School Meals grant conditions, (iii) for secondary schools, the Southwark Council Free Secondary School Meals grant conditions (iv) for nursery schools, the Eat Better Start Better guidance and (iv) the Fairer Future commitment to paying a London Living Wage to all staff working to deliver the service.
39. The procurement of a Framework Agreement will also support Southwark Council's Sustainable Food Strategy objective to develop a shared Council approach to sustainable food procurement for contracts, sub-contracts and arms-length commissioning, including commitments to reduce and monitor food waste and a benchmark for shared food standards.
40. The procurement of a Framework Agreement will support the Council's Right to Food action plan by encouraging schools to take a whole school approach to food and uphold the quality of meals served in nurseries and schools.

Procurement Project Plan (Key Decisions)

Activity	Complete by:
Enter Gateway 1 decision on the Forward Plan	01/02/2024
DCRB Review Gateway 1	14/02/2024
CCRB Review Gateway 1	29/02/2024
CMT Review Gateway 1	21/05/2024
Brief relevant cabinet member (over £100k)	22/05/2024
Notification of forthcoming decision - Cabinet	07/06/2024
Approval of Gateway 1: Procurement strategy report	17/06/2024
Scrutiny Call-in period and notification of implementation of Gateway 1 decision	26/06/2024
Anticipated Implementation Date	27/06/2024
Supplier and School consultation	End July 2024

Completion of tender documentation	End August 2024
Publication of Find a Tender Service Notice	End August 2024
Publication of Opportunity on Jaggaer (the DfE procurement portal)	End August 2024
Closing date for return of tenders	30/09/2024
Closing date for return of proposals	04/10/2024
Completion of any clarification meetings/presentations/evaluation interviews	18/10/2024
Completion of evaluation of tenders	31/10/2024
Enter Gateway 2 Forward Plan (if Strategic Procurement)	13/05/2024
DMT Review Gateway 2 provisional date	05/11/2024
DCRB approval of Gateway 2 (delegated Cabinet decision) provisional date	20/11/2024
Notification of forthcoming decision	21/12/2024
End of scrutiny Call-in period and notification of implementation of Gateway 2 decision	04/12/2024
Framework Agreement award provisional date	09/12/2024
Add to Contract Register provisional date	10/12/2024
Framework Agreement provisional start date for 4 year term	16/12/2024
Framework Agreement provisional completion date	15/12/2028

TUPE/Pensions implications

41. Framework Agreement 'call-off' by schools and academies may involve a transition from existing school catering contracts to a new supplier. Schools may need TUPE and other advice and support in implementing the new procurement process.

Development of the tender documentation

42. The tender document preparation will be led by the council with inputs from GHBS and the School Meals Transformation Programme. The tender documentation will comprise of: Invitation to Tender (ITT), Service Specification, Method Statement, Award criteria and Evaluation criteria and conditions of contract.

Advertising the contract

43. Advertising the Framework Agreement opportunity will be facilitated by GHBS in alignment with requirements of PCR2015, on behalf of the council as contracting authority

Evaluation

44. Proposals will be evaluated against set criteria, weighted towards qualitative elements with Social Value forming a minimum of 15% of the total weighting available. The evaluation panel will receive full proposal evaluation training from GHBS. The evaluation panel will be made up of representatives from GHBS procurement experts, the SMTP programme team and advisors and school leadership representatives.
45. The Framework Agreement will be multi-supplier, with suppliers selected to suit all school characteristics from small nursery schools to large secondary multi-academy trusts. The call-off contract lot structure will reflect school characteristics and some lots will be reserved for SME/VCS organisations to maximise social value, subject to outputs from market engagement activity detailed within paragraphs 73-76.

Community, equalities (including socio-economic) and health impacts

Community impact statement

46. School kitchens often employ Southwark residents. Service specifications will include the requirement to pay the London Living Wage.
47. Specifications will require service providers to make efforts to increase the take up of school lunches, particularly for Free School Meal, Key Stage 2 (Years 3-6) and secondary school pupils.

Equalities (including socio-economic) impact statement

48. There is no anticipated negative equality impact on pupils who are entitled to Free School Meals (FSM), Free Healthy Nursery Meals (FHNM), Universal Infant Free School Meals (UIFSM), Free Healthy School Meals (FHSM) or Free Healthy Secondary School Meals (FHSSM). All children who want a school meal on any given school day will continue to receive one.

Health impact statement

49. School provides an ideal setting to encourage young people to eat well and learn to cook. This not only helps protect their health, but also sets the foundations for improved behaviour and success with their studies.
50. Pupils' diets and healthy eating habits will be improved by increased exposure to fruit and vegetables, oily fish, wholemeal grains, and less consumption of salty, sugary, fried and processed foods. A move to more 'climate friendly' menu options will also increase fibre intake.
51. For families who struggle to afford to eat the recommended five portions of fruit and vegetables per day, a nutritious and delicious healthy school lunch (and better breakfast club and after school club menus) will improve dietary adequacy.

52. Embracing the whole school approach to food, requiring framework suppliers to deliver elements of schools' cooking and food curriculum is an opportunity to encourage young people to eat well and learn to cook; habits that will contribute to good health in the long term.

Climate change implications

53. London's Food Purchasing Commitment² requirements will be included in service specification, these are set measures and targets related to:
- Food waste
 - Food provenance
 - Food-related greenhouse gas emissions

Social Value considerations

54. The Public Services (Social Value) Act 2012 requires that the council considers, before commencing a procurement process, how wider social, economic and environmental benefits that may improve the wellbeing of the local area can be secured. The details of how social value will be incorporated within the tender are set out in the following paragraphs.

Economic considerations

55. Framework Agreement suppliers will be required to promote and support school food market access for local suppliers, VCS and SMEs, including local catering providers and food suppliers.
56. The total estimated value of the proposed framework is up to £4m over 4 years, the whole school food market in Southwark is estimated to be worth £14m per annum.
57. The proposed Framework Agreement will stipulate that LLW must be paid to all catering staff.

Social considerations

58. Any new arrangements for outsourcing school food and increasing collaboration between in-house catered schools will specify regular and better training of kitchen staff, supporting in-work progression to help people, including those from disadvantaged or minority groups, to move into higher paid work by developing new skills.

² A pan-London food purchasing commitment has been developed by ReLondon, London Councils' One World Living Programme and Sustain, in consultation with 21 local authorities that are members of London's local authority Circular Food Procurement Working Group.

Environmental/Sustainability considerations

59. A bespoke school food procurement framework will give the council greater control over the sustainability of the food served to children in Southwark. Specifically, it will allow the council to specify contracts which meet London's Food Purchasing Commitment and Southwark Sustainable Food Strategy requirements, including: supporting local sustainable caterers, suppliers and manufacturers; using council buying power to champion sustainable food; making it easier for local sustainable food businesses to access the school food market; reducing carbon emissions and food waste in line with local, national and international targets and offering 'climate friendly' school lunch menus.

Plans for the monitoring and management of the contract

60. The Council's contract register will publish the details of all contracts over £5,000 in value to meet the obligations of the Local Government Transparency Code. The Report Author must ensure that all appropriate details of this procurement are added to the contract register via the eProcurement System.
61. Call-off contracts will be managed by schools against specific service performance and quality KPIs, as set out in the specification. Schools will be supported by the Southwark Council school food team.
62. The council will have overall strategic oversight of an approved supplier's performance, including against the goals set out in paragraph 35. The proposed methodology for call-off contract monitoring is detailed within paragraphs 61 - 62, namely through regular monitoring and review meetings between suppliers and schools against set KPIs as set out in the service specification. Southwark Council officers will also visit the catering facility, reviewing service standards around food and cooking quality, dining room environment, sustainability, operational management, menus and adherence to council meal grant conditions.
63. All appropriate details of this procurement will be added to the contract register via the eProcurement System to meet the obligations of the Local Government Transparency Code.

Staffing/procurement implications

64. There are no proposed additional internal staffing implications for the council to progress this work, work will be completed within existing resources.

Financial implications

65. The costs of developing the Framework Agreement will be fully met from within the allocated SMTP resources, the programme has a budget from IoUH of £120,000 to support this work.

66. There is no additional cost arising from the DfE and GHBS collaboration.
67. Early indications would suggest, based on schools engagement so far, that the estimated value of the Framework Agreement is likely to be in the region of £2m to £4m over four years.

Investment implications

68. If schools choosing to use the Framework Agreement require any new heavy catering equipment (ovens, fridges, dishwashers) or light catering equipment (plates, cutlery, pots and pans) to meet the service specification, this cost will be met by the school or catering provider as part of the individual contract arrangements between the school and caterer.
69. For nursery, primary and secondary schools the service provision must be commercially viable within the annual department for education budgets for FSM and UIFSM and the Southwark Council FHNM, FHSM and FHSSM grants, as applicable.

Legal implications

70. Please see concurrent from the Assistant Chief Executive – Governance and Assurance
71. The Council will be the contracting authority to the framework from a supplier perspective.

Consultation

72. Consulting on Southwark specific specifications with food service providers will help inform realistic expectations around wages, food standards and meal prices.
73. Schools engagement will run throughout Q1 2024/25, supported by a GHBS marketing team. Engagement will include face to face engagement sessions, and specifically assess school appetite for participation.
74. Following approval of this report, dedicated face to face engagement with caterers and ingredients suppliers will commence with a focus on operational and commercial viability of the developed specifications for meals provision in nursery, primary and secondary schools and contract performance requirements.
75. Supplier engagement will actively encourage local, SME and VCS suppliers to participate, supported by the Local Economy team, the Inclusive Supply Chain team at London South Bank University (LSBU), Chefs in Schools and the Southwark Food Action Alliance. This will include practical advice on the tendering process, which may be unfamiliar.

Other implications or issues

76. There are no other foreseen implication or issues.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Strategic Director of Finance REF: [9AM202425]

77. The Strategic Director of Finance notes the procurement strategy for the development of a school food procurement framework, with a term of 4 years provisionally commencing in December 2024 with a total estimated value of £4m, which meets the required specification for school food in Southwark, in collaboration with the Get Help Buying for Schools (GHBS) part of the Department for Education (DfE).

78. There is sufficient budget within the allocated SMTP resources, the programme has a budget from IoUH of £120,000 to support this work and there is no additional cost implications.

Head of Procurement

79. This report seeks approval of the procurement strategy for the development of a school food procurement framework, with a term of 4 years provisionally commencing in December 2024 with a total estimated value of £4m, which meets the required specification for school food in Southwark, in collaboration with the Get Help Buying for Schools, (GHBS) part of the Department for Education (DfE). The report also notes that progression is contingent on outcomes arising from planned market engagement activity, as detailed at paragraphs 73 – 76, and that any resulting procurement activity will be facilitated by DfE on behalf of the council, with the council fulfilling the role of “Contracting Authority” for any resulting framework award.

80. The total estimated value of the proposed framework contract is above the minimum threshold for services and supplies as covered by the Public Contracts Regulations 2015 (PCR2015) and the report provides detail of compliance with salient aspects, including full advertisement and conduct of the procurement process (please refer to paragraphs 32 - 41). Regulatory requirements for conclusion of, and entry into, framework agreements is covered by regulation 33 of PCR2015 and section 5 of the Council’s Contract Standing Orders (CSO). Notwithstanding, it is confirmed that the contract award recommendation as outlined is consistent with PCR2015 and the council’s Contract Standing Orders (CSO). In accordance with CSO, the decision to approve the recommendations contained within this report is reserved to Cabinet, following consideration of the report by DCRB and CCRB.

81. Headline risks associated are contained within table below paragraph 36. To note, the award of any resulting framework contract does not commit the council to any expenditure.

- 82. Alignment with the Fairer Future Procurement Framework (FFPF) is evidenced, specifically via the subject matter of the contract (as summarised in paragraphs 47 - 60). Providers appointed to the framework will pay London Living Wage (LLW) to all employees and subcontractors involved in delivering the service.
- 83. The proposed methodology for contract and performance monitoring is detailed at paragraphs 61 – 64, as reflecting separate responsibility for strategic oversight of the framework and individual call-off contract delivery.
- 84. The Community, Equalities and Health Impact Statements are set out in paragraphs 47 - 53.
- 85. The Climate Change, Social Value, Economic and Environmental / Sustainability statements are set out in paragraphs 54 - 60.

Assistant Chief Executive – Governance and Assurance REF: [SB300424]

- 86. This report seeks approval of the procurement strategy for the development of a school food framework in collaboration with the Get Help Buying for Schools (GHBS) service managed by the Department for Education, for a 4 year term provisionally commencing in December 2024, and dependent on the outcome of the market and schools engagement exercise detailed from paragraph 73.
- 87. The report notes that the procurement process is to be managed on behalf of the council by GHBS with appropriate council officer input to the procurement documents, and will satisfy the requirements of the Public Contracts Regulations 2015.
- 88. As the proposed framework will have an estimated total value of £4m the decision to approve the recommendations of this report is reserved to the Cabinet under the council Constitution and Contract Standing Orders, following consideration of the report by the Departmental and Corporate Contract Review Boards.
- 89. When making procurement decisions the council must consider and have due regard to any effects of the decision on the community at large and, in particular on people identified as possessing a “protected characteristic”, as defined in the Equality Act 2010. As noted in paragraph 49 the proposed framework will not impact adversely on any children that are entitled to a free daily school meal.

BACKGROUND DOCUMENTS

Background Documents	Held At	Contact
None		

APPENDICES

No	Title
None	

AUDIT TRAIL

Cabinet Member	Councillor Jasmine Ali, Deputy Leader and Cabinet Member for Children, Young People, Education and Refugees	
Lead Officer	David Quirke-Thornton, Strategic Director of Children and Adults Services	
Report Author	Gillian Boundy, Senior Public Health Programme Manager – Place & Health Improvement	
Version	Final	
Dated	6 June 2024	
Key Decision?	Yes	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments included
Strategic Director of Finance	Yes	Yes
Head of Procurement	Yes	Yes
Assistant Chief Executive – Governance and Assurance	Yes	Yes
Contract Review Boards		
Departmental Contract Review Board	Yes	Yes
Corporate Contract Review Board	Yes	Yes
Cabinet Member	Yes	Yes
Date final report sent to Constitutional Team		6 June 2024