

Decision Record – Approval to Tender for Community Meals Service

Cabinet Portfolio Holder taking the decision	Cllr Peter Butlin Deputy Leader (Finance & Property)
Date of Decision (not before 18 August 2017)	29/08/2017

Decision Taken

That the Deputy Leader (Portfolio Holder for Finance and Property):

1. Approves proceeding with an appropriate procurement process for the provision of a Community Meals Service.
2. Approves and authorises the Strategic Director of People Group to enter into all relevant contracts for the provision of the Community Meals Service on terms and conditions acceptable to the Joint Managing Director (Resources) for a new contract for Community Meals Service to be in place from 1st April 2018 for an initial contract duration of 2 years with a formal option to extend for a further 1 + 1 years upon satisfactory performance.

Reasons for Decisions

For major contracts of between £1 million and £3 million approval must be given by the Deputy Leader to commence the tendering process.

Background Information

The existing contract was awarded to Apetito following a competitive tender through the ESPO framework contract for the provision of Community Meals Services; for an initial 2 years from 1st April 2013 with formal option to extend for additional 2 x 12 months.

In February 2017 a further 12 month extension was agreed for the period 1st April 2017 to 31st March 2018.

The existing contract for Community Meals Service is due to expire on 31st March 2018 and a tendering process is required for the new contract.

Financial Implications

Total contract value of £2,209,400.

Report Author	Claire Hall
Head of Service	Chris Lewington
Strategic Director	John Dixon
Portfolio Holder	Councillor Peter Butlin

Checklist

Urgent matter?	No
Confidential or Exempt? (State the category of exempt information)	No
Is the decision contrary to the budget and policy framework?	No

List of Reports considered
Link to published proposed decision report: https://democratic.warwickshire.gov.uk/cm5/CalendarofMeetings/tabid/128/ctl/ViewMeetingPublic/mid/645/Meeting/4118/Committee/586/Default.aspx

List of Background Papers
None

Members and officers consulted or informed – please include any comments
<p>Portfolio Holder – Councillor Peter Butlin Corporate Board Legal – Jane Pollard Finance – Virginia Rennie Equality – Polly Sharma Democratic Services – Paul Williams</p> <p>Councillors Neil Dirveiks and Nicola Davies</p>