

MEDIUM-TERM FINANCIAL PLAN
SAVING PROPOSAL- BUDGET IMPACT ASSESSMENT

DIRECTORATE:	Education and Corporate Services
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SERVICE AREA:	Catering
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1. GENERAL INFORMATION

SAVING PROPOSAL TITLE:	7.5% increase on all catering - Tariff items across Secondary School Meals, Meals Direct and The Hive (Corporate Catering)
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BUDGET AREA:	Income from Secondary Schools, Meals Direct and The Hive (Corporate Catering)
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TOTAL BUDGET FOR THIS AREA:	£ 2,210,978.00
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TOTAL SAVING:	£ 165,823.35
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PLEASE PROVIDE A BRIEF DESCRIPTION OF HOW THE SAVING CAN BE ACHIEVED:
<p>The proposal is to raise the price of the Meals Direct, Secondary School Meals and the Hive tariff items by 7.5%.</p> <p>Over the last 12 months food inflation has been at an all-time high and the tariff prices for 2024 need to be raised by a minimum of 7.5% to enable the service to try and offset some of the budget pressure the increase of food has placed on the service.</p>

2. PUBLIC IMPACT ANALYSIS

PLEASE DESCRIBE YOUR PLANS TO MITIGATE THE IMPACT UPON THE PUBLIC (where possible):
<p>Consider the 5 ways of working think about the <i>long-term</i> implications for future generations and <i>preventative services</i> while recognising that savings now will secure future services. NB* IT IS IMPORTANT TO RECOGNISE THE SIGNIFICANT FINANCIAL CHALLENGE FACING THE COUNCIL.</p> <p>Long-term guidance: Consider the importance of balancing short-term needs with the need to safeguard the ability to meet long-term needs, including the future financial sustainability of the Council.</p> <p>To work with suppliers to ensure the authority secures the most competitive prices for all food contracts.</p>

To work alongside procurement colleagues on contracts that detail that all suppliers must provide a delivery service which helps to promote a modern, integrated, and sustainable transport system that increases opportunity, promotes prosperity, and minimises the adverse impact on the environment.

To plan menus around seasonal food items that are available to be able to purchase ingredients at the most cost-effective price possible.

To promote the service to ensure we maximize our income potential through existing grant available to the authority.

To support Welsh Government, WLGA and our schools to deliver a sustainable school meals service that assists our pupils to lead a healthier lifestyle by have the opportunity of choice of a Health School lunch as part of their school day.

Helping our education colleagues to educate their pupils of how to make healthy food choices, experiments with taste flavours and texture and understand the importance of knowing where their food source comes from and the importance of buying and consuming locally produced food items when available by having access to the school meal provision.

Continue work with all key stakeholders to ensure the health and wellbeing of our pupils within Caerphilly is our utmost priority.

The provision of all the catering services within the County Borough provides a wide range of employment opportunities.

Prevention guidance: Consider whether the proposed saving is affecting a preventative area that reduces future burdens and supports well-being and how this can be mitigated if the service reduces, or ceases.

The Meals Direct Service is not a statutory service, those who experience socio economic disadvantage may wish to seek alternative providers. Alternatively, we could work in partnership with Caerphilly Cares, Supporting People to enable the residents of Caerphilly to access other support mechanisms that maybe available to them to help them meet their individual needs.

The secondary school provision offers the facility for customers to bring in a packed lunch or to leave the premises and dine at home if suitable arrangements are available.

Continue to promote the Free School Meal application process to ensure all eligible families have full access to the provision.

The Hive provision is not statutory and offers the facility for customers to bring in a packed lunch or to leave the premises to dine at alternative provisions.

STATUTORY ASSESSMENTS

<p>DOES THE PROPOSAL HAVE THE POTENTIAL TO IMPACT MORE GREATLY ON PEOPLE WITH PROTECTED CHARACTERISTICS? (Please tick) (Reminder- AGE, DISABILITY, GENDER REASSIGNMENT, MARRIAGE or CIVIL PARTNERSHIP, PREGNANCY AND MATERNITY, RACE, RELIGION or BELIEF, SEX, SEXUAL ORIENTATION)</p>	<p>Yes</p>	
<p>DOES THE PROPOSAL IMPACT ON PEOPLE WHO FACE SOCIO-ECONOMIC DISADVANTAGE? (Please tick) (Reminder- LOW INCOME/INCOME POVERTY, LOW WEALTH/OR NO WEALTH, MATERIAL DEPRIVATION, AREA DEPRIVATION, SOCIO-ECONOMIC BACKGROUND, and CUMULATIVE IMPACT OF THEM)</p>	<p>Yes</p>	
<p>DOES THE PROPOSAL HAVE AN IMPACT ON THE WELSH LANGUAGE? (Please tick) (Reminder- OPPORTUNITIES TO USE THE LANGUAGE, PROMOTE THE LANGUAGE and/or TREATING THE WELSH LANGUAGE LESS FAVOURABLY THAN THE ENGLISH LANGUAGE)</p>		<p>No</p>

NB * If you answered ‘yes’ to the any of the above, please complete an Integrated Impact Assessment (IIA). For further advice and guidance please see the [Integrated Impact Assessment](#) page on the Intranet. This Budget Impact Assessment, or an IIA, if relevant, must be submitted to be included as hyperlinks to all decision reports related to the proposed savings. **IIAs are NOT required for nil public impact proposals.**

<p>PLEASE DETAIL ANY CONSULTATION THAT HAS BEEN UNDERTAKEN IN CONSIDERING THIS PROPOSAL. Summarise any feedback received.</p> <p>Consider the 5 ways of working, in particular, <i>involvement</i>.</p>
<p>Involvement: Consider whether you have involved people who have an interest in the service area, including service users and potential service users.</p> <p>The council’s public consultation on the draft budget proposals for 2024/25 ran from Monday 22nd January 2024 until Tuesday 13th February 2024.</p> <p>Residents, staff and other stakeholder groups were invited to offer their views on the proposals in a number of ways. This included a survey (available online and in paper formats), attending face-to-face engagement sessions, using the council’s online digital engagement platform and targeted stakeholder engagement with potentially impacted groups.</p> <p>337 responses to the consultation were received by the closing date. A low response rate such as this comes with the caveat of self-selecting bias in the response and local media has focused attention on a small number of issues.</p> <p>Face-to face conversations have had low levels of attendance (less than 10 visitors per session) with the exception of Caerphilly where over 40 people attended. A meeting was held with 9 Viewpoint Panel members and one person attended an online drop-in session.</p> <p>The full consultation feedback report will be available at Council Budget Setting 2024-2025 The Caerphilly Conversation</p> <p>Through the survey, 43 responses supported the proposal to increase catering by 7.5% and 19 opposed the proposal. Through the drop-in sessions/qualitative feedback, those who opposed the proposal felt it</p>

important to highlight the potential cumulative impact on young people and older people of the savings proposals as a whole.

IS FURTHER CONSULTATION REQUIRED BEFORE THIS PROPOSAL CAN BE IMPLEMENTED?	Complete	
NB* Please seek guidance from the Insights and Intelligence Team , who can advise on whether a formal consultation is required and adherence to the Gunning Principles.		

TAKING ACCOUNT OF THE ABOVE, THE IMPACT RATING DEFINITIONS, AND THE MITIGATION YOU ARE PLANNING, PLEASE INDICATE THE PUBLIC IMPACT RATING APPLICABLE TO THIS SAVING PROPOSAL (please tick):				
NIL IMPACT	MINOR IMPACT	MODERATE IMPACT	SIGNIFICANT IMPACT	CRITICAL IMPACT
		x		

3. ORGANISATIONAL IMPACT ANALYSIS

<p>PLEASE DESCRIBE YOUR PLANS TO MITIGATE THE IMPACT UPON THE ORGANISATION (where possible) :</p> <p>e.g. gradual reduction in service, alternative delivery models, managing demand, more efficient use of assets, income generation, transferrable skills of staff, commercialisation of the service etc.</p> <p>In addition, consider the 5 ways of working, in particular, acting in <i>collaboration</i> with other service areas or partners.</p> <p>To work with suppliers to ensure the authority secures the most competitive prices for all food contracts are obtained.</p> <p>To plan menus around seasonal food items that are available to be able to purchase ingredients at the most cost-effective price possible.</p> <p>To promote the service to ensure we maximise our income potential through existing grant available to the authority.</p> <p>The Meals Direct Service is not a statutory service, those who experience socio economic disadvantage may wish to seek alternative providers.</p> <p>Ensure that waste is kept to a minimum and ensure all corporate sustainability strategies are adhered to.</p>
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PLEASE DESCRIBE YOUR PLANS TO MITIGATE THE IMPACT UPON MEMBERS OF STAFF :
Make sure all staff are well informed of the proposals.

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NUMBER OF FULL-TIME EQUIVALENT (FTE) STAFF IN THE PROJECT:	N/A
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NUMBER OF POSTS IN THE PROJECT: (Reminder- PLEASE ENSURE YOU HAVE SOUGHT THE ADVICE OF PEOPLE SERVICES IN HOW TO MANAGE ANY STAFFING CHANGES)	N/A
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PLEASE SPECIFY HOW THIS WILL BE MANAGED:	HOW MANY POSTS?
POST(S) ALREADY VACANT:	N/A
VOLUNTARY SEVERANCE:	N/A
RETIREMENT:	N/A
REDEPLOYMENT:	N/A
REDUNDANCY:	N/A

PLEASE PROVIDE DETAILS OF WHEN THIS WILL BE IMPLEMENTED:	1 st April The Hive and Meals Direct 8 th April Secondary School Meals
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WILL THE PROPOSED SAVING HAVE AN IMPACT ON ANOTHER DIRECTORATE, SERVICE AREA OR TEAM WITHIN THE COUNCIL? (please tick)		No
WILL THE PROPOSED SAVING HAVE AN IMPACT ON ANOTHER PUBLIC SECTOR PARTNER, OR VOLUNTARY SECTOR PARTNER? (please tick)		No

If yes to either of the above, please consider the 5 ways of working, in particular <i>integration</i> . PLEASE DESCRIBE HOW THE SAVING CAN BE ACHIEVED IN A WAY THAT WILL MITGATE THE IMPACT ON OTHER SERVICE AREAS OR PARTNERS (where possible)
Integration guidance: Consider how the proposal will impact on other service areas, or partners, and their ability to meet their objectives, recognising that the savings requirement on the Council may override some concerns. N/A

TAKING ACCOUNT OF THE ABOVE, THE IMPACT RATING DEFINITIONS, AND THE MITIGATION YOU ARE PLANNING, PLEASE INDICATE THE ORGANISATIONAL IMPACT RATING APPLICABLE TO THIS SAVING PROPOSAL (please tick):				
NIL IMPACT	MINOR IMPACT	MODERATE IMPACT	SIGNIFICANT IMPACT	CRITICAL IMPACT
x				

4. LINKS TO POLICY AND CORPORATE OBJECTIVES

DOES THE SAVINGS PROPOSAL LINK TO ANY OF THE FOLLOWING?

POLICY AREA	WHAT IS THE LINK?
CORPORATE PLAN and WELL-BEING OBJECTIVES (please state which objectives)	<p>Objective 2 - Enabling our Residents to Thrive - Will help sustain local employment.</p> <p>Objective 3 - Enabling our communities to Thrive - Secondary Schools - Will help support schools and governing bodies to provide a mid-day meal to our pupils within Caerphilly in compliance with the Food in School Measure 2009</p> <p>Objective 4 - Enabling our Economy to Grow - procurement contracts detail that all suppliers must provide a delivery service which helps to promote a modern, integrated, and sustainable transport system that increases opportunity, promotes prosperity, and minimises the adverse impact on the environment.</p> <p>Objective 5 - Enabling our Environment to be Greener - Helps support our residents of Caerphilly to make healthy meal choices to assist their independence and manage their day to day lives.</p>
STATUTORY DUTIES	<p>Secondary Schools – Healthy Food in School Measure 2009</p> <p>The Healthy Eating in Schools (Nutritional Standards and Requirements) (Wales) Regulations 2013</p>
WELSH GOVERNMENT GUIDANCE or STRATEGY	School Standards and Organisation Act 2013

5. OTHER RISK(S) AND SENSITIVITIES

HAVE ANY <u>OTHER</u> RISKS/SENSITIVITIES BEEN IDENTIFIED IN CONNECTION WITH THIS SAVING PROPOSAL?		No
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PLEASE DESCRIBE ANY RELEVANT INFORMATION (Risks and Sensitivities) WHICH YOU FEEL HAS NOT BEEN CAPTURED.
N/A

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HEAD OF SERVICE: Sue Richards

DATE OF COMPLETION: 09/01/2024