

DERBYSHIRE COUNTY COUNCIL

CABINET

6 May 2014

**Report of the Strategic Director for Children &
Younger Adults**

**CAPITAL FUNDING TO SUPPORT UNIVERSAL INFANT FREE SCHOOL
MEALS – (Children and Young People)**

1. Purpose of the Report

To approve the addition of the upgrade of one school kitchen and the purchase of required heavy & light equipment to the 2014/15 Capital Programme, to meet the extra demands on the service which will result from the introduction of the Universal Free School Meal for all Key Stage 1 pupils from September 2014.

2. Information and Analysis

From September 2014, all Infant pupils will be entitled to a Universal Free School Meal in all Derbyshire schools. These pupils are classed as Key Stage 1 and attend in Reception, Year 1 and Year 2 in all Infant, Primary and Special Schools in Derbyshire.

As part of the process, Derbyshire County Council has been allocated £1,761,052 in capital funding to enable school kitchens and dining rooms to meet the extra demand.

The process of delivering these extra meals is further complicated by the number of schools that do not have a kitchen on site. These schools (106 in number) have their meals provided by an export unit based at a feeder school close by. It is therefore an opportunity to upgrade and convert some of these serving units into cooking kitchens, and these proposals will be submitted in a further report due to be presented to Cabinet in June. Other factors that have been considered are the capacity issues in existing feeder kitchens/schools that relate to the further increase of Infant meals, the general condition of the kitchens, notifications from Environmental Health Officers with regard to the building conditions and its ability to meet the hygiene regulations.

The extra meal capacity is estimated at between 7,400 at 80% take-up and 9,885 at 90% take-up per day across all Derbyshire Infant, Primary and

Special schools. This will require additional hours for existing staff and recruiting a further 140 (approximately) catering staff to deliver these additional meals in schools. The additional staffing costs will be funded from the Universal Free School meal allowance.

Schedule and cost breakdown

- 1) To meet the extra anticipated demand school kitchens will require the following extra equipment;

Item	Detail	Cost	Note
Heavy equipment	Ovens, Combination ovens, steamers, ranges, fryers, dishwashers, refrigerators and freezers	£835,000	Includes fitting
Light Equipment	Crockery, cutlery, trays, jugs, transport boxes	£115,000	
Total		£950,000	

- 2) Kitchen Upgrade from regeneration kitchen to conventional kitchen to meet increased demand.

It is proposed to invest in a prime cooking, cost-effective kitchen at this school which meets the following criteria and aims:

- Reduction in overheads **per meal served** by increasing take-up.
- Improving the food quality and nutrition by having conventionally cooked meals on site.

The school prioritised as meeting the criteria and costs are as follows;

School	NOR	Meals Served / Projected	Cost	Annual Tax Saving	Work Brief
Heath Primary	232	140 / 174	£60,000	£0.00	Originally a regeneration kitchen, this has been struggling to provide cooking facilities for some time. Would not otherwise be able to cope with increased volumes.

			£60,000	£0.00	
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Timescales

Due to the announcement of the Capital Funding and the school term times, it is a very tight schedule to enable orders to be placed along with allowing for supplier lead times on the majority of equipment items. Therefore, orders will have to be placed as soon as approval is given to ensure that all equipment is fitted into schools by mid-July and ready for September 2014.

It is recommended that the work to upgrade Heath School kitchen referred to above should be added to the 2014/15 Capital Programme.

3. Financial Considerations

The capital investment in the primary kitchens described above will be met from the Capital Grant Funding.

From the allocated £1,761,052 grant, it proposed that the following amounts would be spent:

Equipment	£950,000
Kitchen Upgrade	£60,000
Contingency	£71,052
Conversions Report to Follow	£680,000
Total	£1,761,052

4. Other Considerations

In preparing this report the relevance of the following factors has been considered: - prevention of crime & disorder, equality of opportunity, and environmental, health, legal & human rights, human resources, property and transport considerations.

5. Background Papers

File in County Catering Service office.

6. Key Decision

Yes

7. Call-in Is it required that the call-in period be waived in respect of the decisions being proposed within this report? No.

8. Officer's Recommendation

That Cabinet approves the capital expenditure on kitchen equipment and the upgrade of Heath School Kitchen at a cost of £1,081,052 –

being utilised from the Capital Grant Funding, and that this be added to the 2014/15 Capital Programme.

Ian Thomas
Strategic Director for Children & Younger Adults