

**MEDIUM-TERM FINANCIAL PLAN**  
**SAVING PROPOSAL TEMPLATE**

DIRECTORATE:	Corporate
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SERVICE AREA:	Catering
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**1. GENERAL INFORMATION**

SAVING PROPOSAL:	<b>D13</b> - Increase price of primary school meals by 10p from April 2020 (£2.10 to £2.20)
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BUDGET AREA:	Catering – Cost Centre 0244
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TOTAL BUDGET FOR THIS AREA:	Income budget for 2019/20 = £1,611,272		% OF TOTAL BUDGET IN SAVINGS PROPOSAL: 1.74%
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TOTAL SAVING:	£28,000
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PLEASE PROVIDE A DESCRIPTION OF HOW THE SAVING WILL BE ACHIEVED:
Increase price of primary school meals by 10p from April 2020 from £2.10 to £2.20 to meet MTFP proposed savings of £28k.

**2. PUBLIC IMPACT ANALYSIS**

PLEASE DESCRIBE HOW THE PROPOSED SAVING COULD <b>IMPACT UPON THE PUBLIC:</b>
CONSIDER THE 5 WAYS OF WORKING, IN PARTICULAR, <i>LONG-TERM</i> IMPLICATIONS FOR FUTURE GENERATIONS AND <i>PREVENTATIVE SERVICES</i> . RECOGNISING THAT SAVINGS MAY SECURE FUTURE PROVISION, OR MAY BE NEEDED TO SECURE PROVISION IN ANOTHER AREA.
<p><b>Long-term</b></p> <p>The greatest impact will be on lower income families with multiple children of school age across the county borough, albeit that those least able to afford school meals are eligible for Free School Meals. Any further increases in subsequent years could result in Caerphilly moving from having one of the lowest prices for school meals across Wales.</p>

## SCHOOL MEALS PRICES

### APRIL 2019 - Current prices & Proposals

<u>AUTHORITY</u>	Junior	Infant	Nursery	Adult (Inc VAT)	Secondary Free meal Price	<b>Date of next Price Increase</b>	<b>Amount of Increase</b>
Anglesey	£2.40	£2.40	£2.40	£4.26	£2.40	Sep-19	
Blaenau Gwent	£2.25	n/a	n//a	£3.20	£2.50	TBC	Still under consideration
Bridgend	£2.20	£2.20	£2.20	£3.48	£2.50	Unknown	No increase for September 2019
Caerphilly	£2.10	£2.10	£2.50	£3.30	£2.35	Apr-20	All areas proposed to increase by 10p
Cardiff	£2.50	£2.50	n/a	£3.60	£2.95	N/A	No planned increase
Carmarthenshire	£2.50	£2.50	n/a	£3.92	£2.50	possibly april 2020	increase only on adult meal april 2019
Ceredigion	£2.50	£2.50	n/a	£4.35	£2.50	N/A	none scheduled for this year
Conwy	£2.50	£2.50	£2.50	£3.84	£2.55	TBA	This is a £0.15 increase on last year to start after Easter 29-04-2019
Denbighshire	£2.20	£2.20	£2.20	£3.60	£2.35	N/A	No Increase planned at present
Wrexham	£2.40	£2.40	£2.40	£3.20	£2.45	Apr-20	tbx 5p per meal in April 2020
Gwynedd	£2.50	£2.50	£2.50	£3.60	Set by each school	Sept-19	Not known as present
Merthyr	£2.30	£2.30	£2.30	£3.55	£2.70	April 2019	these are the increased prices from 29/4
Monmouthshire	£2.10	£2.10	£2.10	£4.25	N/A	Unknown	No increase planned at present
Neath & Port Talbot	£2.30	£2.30	£2.30	£3.25	school decide	Sept 19	5p per meal
Newport	£2.15	£2.15	n/a	£3.30	£2.40	Sept-19	No current proposal however normally for September
Pembrokeshire	£2.45	£2.35	n/a	£3.48	£2.50	Sept-19	Proposed 10p increase, but still under consideration
Powys	£2.45	£2.45	£2.45	£4.50	£2.55	From 1st April 19	Proposal from cabinet to increase to £0.15p from 1st April 2019
Rhondda Cynnon Taf	£2.50	£2.50	n/a	£3.30	£2.75	no increase 19-20	
Swansea	£2.30	£2.30	n/a	£3.47	£2.30	Sept-19	proposed 10p still waiting for confirmation
Torfaen	£2.40	£2.30		£4.00	£2.60		
Vale of Glamorgan	£2.30	£2.30		£3.10	£2.50	Apr-20	Proposed increase of 5p in April 2020
Flintshire							

#### Prevention guidance

The service works in partnership with the WLGA, WG, Education Department and NHS as a contributing factor in preventing long-term health related problems linked to obesity and malnutrition occurring and / or getting worse. We promote healthy eating to all users of the service.

- School meals service contributes in a positive way to Caerphilly County Borough Council's reputation as a caring, innovative and front facing community service. The service helps to protect the children in our society and makes safeguarding a key priority;

- The service promotes social inclusion, poverty reduction and helps those most deprived in rural Wales and those that have limited scope to change their circumstances and to develop the resilience and capability of rural communities.
- This service sometimes provides the only hot meal a child will receive in a day. The service supports children and is more than just something nutritious to eat i.e. teaching social skills, educating their tastes and choices in life.

DOES THE PROPOSAL HAVE THE POTENTIAL TO IMPACT MORE GREATLY ON PEOPLE WITH PROTECTED CHARACTERISTICS? (PLEASE TICK) (AGE, DISABILITY, GENDER REASSIGNMENT, MARRIAGE or CIVIL PARTNERSHIP, PREGNANCY AND MATERNITY, RACE, RELIGION or BELIEF, SEX, SEXUAL ORIENTATION)	YES	NO
	X	

**NB \* IF YES, PLEASE COMPLETE AN EQUALITY IMPACT ASSESSMENT (EIA) SCREENING. THIS WILL DETERMINE WHETHER A FULL EIA IS NEEDED. FOR FURTHER ADVICE AND GUIDANCE PLEASE SEE THE [POLICY PORTAL](#). SCREENING FORMS AND ANY EIAs WILL NEED TO BE APPENDED TO ALL DECISION REPORTS RELATED TO THE PROPOSED SAVING.**

PLEASE DETAIL ANY CONSULTATION THAT HAS BEEN UNDERTAKEN IN CONSIDERING THIS PROPOSAL. SUMMARISE ANY FEEDBACK RECEIVED.

CONSIDER THE 5 WAY OF WORKING, IN PARTICULAR, *INVOLVEMENT*.

**Involvement guidance:** Consider whether you have involved people who have an interest in the service area, including service users and potential service users.

The consultation that has taken place currently is mainly to head teachers notifying them of the possible increase of the primary school meal in April 2020. Further consultation is planned with parents, governing bodies and pupils via the Authority's wider eight-week consultation on the 2020/21 Draft Budget Proposals commencing on the 18<sup>th</sup> November 2018.

The consultation will take place via electronic, paper and verbal methods of feedback that will all be considered by Cabinet and Council prior to final budget decisions being made in February 2020.

IS FURTHER CONSULTATION REQUIRED BEFORE THIS PROPOSAL CAN BE IMPLEMENTED? (PLEASE TICK) PLEASE SEEK GUIDANCE FROM CORPORATE POLICY, WHO CAN ADVISE ON THE GUNNING PRINCIPLES, IN PLANNING ANY CONSULTATION.	YES	NO
	X	

TAKING ACCOUNT OF THE ABOVE AND THE IMPACT RATING DEFINITIONS, 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

PLEASE DESCRIBE HOW THE PROPOSED SAVING COULD <b>IMPACT UPON THE ORGANISATION AND FUTURE SERVICE PROVISION:</b>
<p>If meal uptake declined greatly then the impact would be on staff levels i.e. staff hours would need to be reduced to reflect the reduction in work load which could lead to redundancy situations in extreme circumstances.</p> <p>Our main budgets are based upon food and labour costs which make it very difficult to make required savings in these areas as they both are required to provide the service.</p> <p>Also, please identify the mitigating actions that will assist in managing this:</p> <p>We notify customers that prices will increase. Catering staff have been made aware of the proposal.</p>

PLEASE DESCRIBE HOW THE PROPOSED SAVING WILL <b>IMPACT UPON MEMBERS OF STAFF:</b>
<p>If meal uptake declined greatly then the impact would be on staff levels i.e. staff hours would need to be reduced to reflect the reduction in work load which could lead to redundancy situations in extreme circumstances.</p>

NUMBER OF <b>FULL-TIME EQUIVALENT (FTE)</b> STAFF IN BUDGET AREA AFFECTED:	None currently
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NUMBER OF <b>POSTS</b> IN BUDGET AREA AFFECTED:	None currently
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NUMBER OF <b>POSTS</b> AFFECTED BY THE PROPOSED SAVING:	0
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PLEASE SPECIFY HOW THIS WILL BE MANAGED:	HOW MANY <b>POSTS</b> ?
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:	If agreed April 2020
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WILL THE PROPOSED SAVING HAVE AN IMPACT ON ANOTHER DIRECTORATE, SERVICE AREA OR TEAM WITHIN THE COUNCIL? (PLEASE TICK)	YES	NO
		x
	YES	NO

WILL THE PROPOSED SAVING HAVE AN IMPACT ON ANOTHER PUBLIC SECTOR PARTNER, OR VOLUNTARY SECTOR PARTNER? (PLEASE TICK)		x
IF YES, PLEASE CONSIDER THE 5 WAYS OF WORKING, IN PARTICULAR <i>INTEGRATION</i> . DESCRIBE BELOW: <ul style="list-style-type: none"> <li>• THE AREA(S) AFFECTED; AND</li> <li>• HOW THE PROPOSED SAVING WILL IMPACT</li> </ul>		
<b>Integration guidance:</b> Consider how the proposal will impact on other service areas, or partners, and their ability to meet their objectives. The School meals supports the wellbeing objectives and goals of other public bodies by: <ul style="list-style-type: none"> <li>• Supporting the residents of CCBC and development of a sustainable health and care system focused on prevention and early intervention.</li> </ul>		

HAVE ANY OPTIONS BEEN CONSIDERED TO MITIGATE ORGANISATIONAL IMPACT? PLEASE PROVIDE DETAILS OF ANY MITIGATION.  IN ADDITION, CONSIDER THE 5 WAY OF WORKING, IN PARTICULAR, <i>COLLABORATION</i> .
<b>Collaboration guidance:</b> Acting in collaboration with any other service or partner to meet objectives. <ul style="list-style-type: none"> <li>• The service works in partnership with the WLGA, WG, Education Department and NHS as a contributing factor in preventing long term health related problems linked to obesity and malnutrition occurring and / or getting worse.</li> </ul>

TAKING ACCOUNT OF THE ABOVE AND THE IMPACT RATING DEFINITIONS, PLEASE INDICATE THE ORGANISATIONAL IMPACT RATING APPLICABLE TO THIS SAVING PROPOSAL (PLEASE TICK):				
NIL IMPACT	MINOR IMPACT	MODERATE IMPACT	SIGNIFICANT IMPACT	CRITICAL IMPACT
		x		

### 3. LINKS TO POLICY AND CORPORATE OBJECTIVES

DOES THE SAVINGS PROPOSAL LINK TO ANY OF THE FOLLOWING? IF SO, PLEASE SPECIFY AND STATE WHAT THE IMPLICATION MAY BE.		
POLICY AREA	WHAT IS THE LINK?	WHAT WILL BE THE IMPACT?
CORPORATE PLAN and WELL-BEING OBJECTIVES (please state which objectives)	Objective 1 – Improve education opportunities for all.  Objective 2 - Enabling employment	Objective 1 - the possible decline in nutritional meals, increase in hunger and a decline in academic achievement.  Objective 2 – Employment opportunities could reduce in the local community if school meal uptake

	Objective 5 – Creating a county borough that supports a healthy lifestyle in accordance with the Sustainability Development Principle within the Well-being of Future Generations (Wales) Act 2015	<p>reduced due to increase in school meal prices.</p> <p>Objective 5 – The increase of school meals could increase poverty levels, health inequalities and deny certain pupils the access to the school meal service on affordability.</p>
STATUTORY DUTIES	The Education (Provision of Meals) Act 1996	A possible impact on the working poor due to the inability to access the school meal service due to affordability. This could result in the possible decline in nutritional meals, increase in hunger and a decline in academic achievement.
WELSH GOVERNMENT GUIDANCE or STRATEGY	Welsh Governments Food and Drinks in School guidance on charging for food and drink in maintained schools: guidance for education providers August 2014.	An increase of a price of a school meal could impact on families with multiple children accessing the service which contravenes the advice stated in the Welsh Government's Food in School Guidance 2014

#### 4. RISK(S) AND SENSITIVITIES

HAVE ANY RISKS BEEN IDENTIFIED IN CONNECTION WITH THIS SAVING PROPOSAL? (PLEASE TICK)	YES	NO
	X	

IF YES, PLEASE SPECIFY BELOW:

PLEASE CONSIDER RISK TO SERVICE USERS, LOSS OF PREVENTATIVE SERVICE AND FUTURE IMPACTS, FINANCIAL RISK, RISK TO STATUTORY PERFORMANCE etc.

The increase in a school meal could present the following risks:-

- Increase in poverty hunger
- Poor diet – decrease in fresh veg and fruit being consumed with increase of more sugary and increased saturated fats being consumed impacting on long term health.
- Long term health related problems linked to obesity and malnutrition occurring and / or getting worse.
- Increased discrimination of who can access the service
- Decline in academic achievement
- Reduced concentration levels
- High school absence levels
- Decrease in income impacting on budgets

PLEASE SPECIFY BELOW HOW THESE RISKS/SENSITIVITIES WILL BE MITIGATED?

**NOT ALL RISKS CAN BE MITIGATED. SOME MAY NEED TO BE TOLERATED IN THE CONTEXT OF BUDGET PRESSURES.**

In light of current budget pressures there is very little we can do to mitigate these risks at this current time. Caerphilly School Meals service are already one of the most cost effective school meal providers in Wales with the price of their school meal being one of the lowest for over the last 4 years.

The service has not received any budget growth through the price of the school meal for over 5 years as all increases in income from the annual price increase are returned back into the corporate budget to contribute to the savings required for the authority to maintain a balanced budget year on year. Hence the service area has to continually look for other efficiencies within the day to day running of the operation to remain financially viable and operate on a balanced budget.

## 5. OTHER RELEVANT INFORMATION

PLEASE USE THIS SECTION TO PROVIDE ANY OTHER RELEVANT INFORMATION WHICH YOU FEEL HAS NOT BEEN CAPTURED.

It should be noted that the service area has other budget pressures which could impact the service provision in the following areas:-

- Increase in Medical Diets which impact on staff resource and which could result in a dietician being required to help with the changes to legislation regarding the level of detail required on food products
- Recruitment – attracting staff into the catering industry is a national issue and one that is increasing within the Caerphilly borough
- Breakfast Club - new clubs where no budgets have been allocated
- Direct competition with Schools opening cafés on site
- Twilight shifts / school closures where no income can be generated and can impact on financial performance
- Increase in corporate training i.e. Safeguarding / VAWADA where no additional budgets have been allocated. The service has over 800 posts which can impact significantly on budgets when additional training is required.

**HEAD OF SERVICE: Steve Harris**

**DATE OF COMPLETION: 6<sup>th</sup> November 2019**