



Further essential detail & Background on Supplies of Catering Goods Proposal

Background

This appendix gives additional detail on the ask, with a focus on the level of spend requested and the breakdown of the categories.

Total Spend & Category Breakdown

Total Spend requested as follows:

Service	Annual spend	Four Year Spend
Parks Catering	£ 720k	£ 3.0mil
Meals for Adult Social Care	£ 162k	£ 713k
Bristol Schools	£ 36k	£ 156k
Totals	£ 918k	£ 3.8mil

Proposed Categories as follows:

Lot No.	Title
Lot 1	General Groceries
Lot 2	Frozen Foods and Ice Cream
Lot 3	Catering Disposables
Lot 4	Hot Beverage provisions
Lot 5	Drinks

Parks Catering Service – Cafes & Kiosks

- Parks Cafes & Kiosks, within Parks & Greenspaces, generates income that covers its costs and supports the running and maintenance of Bristol's parks and green spaces.
- Over the past three years the cafes and Kiosks have doubled their turnover from £935k in 2019/20 to £1.8mil last financial year. This has been down to various factors, including the new catering strategy and offerings in our historic sites as well as the opening of three new sites.
- In 2021/22 the Cafes spent £538k in Catering Goods supplies, which has been used as a baseline spend for our projections. However, at the end of this year we launched a new café in Castle Park, and so did not include a full year of purchases for this site. For these reasons, and to ensure that the business can suitably adapt and grow, if required, the request has an allowance above the current spend. This allowance also includes provisions for the current cost of living price increases and allows an increased spend to ensure we get the best quality products to align with the Bristol Eating Better citywide strategy. It also is to allow for the current significant price increases in catering supplies.
- Our catering outlets in parks have consistently generated a return, which is used to help fund the running of the parks service. For example, last year we contributed £450k of profit to use in maintaining Bristol's Parks. Therefore, there is little to no financial risk to the council in granting this request, as any spending will be only for income-generating activities and outlay will be covered by income. As we are not guaranteeing these levels of spend with the listed suppliers, and if any or all the cafes or kiosks were to close or sales to reduce there would be no additional cost to the council.
- The income and expenditure are monitored daily by the Catering Management Team to ensure that costs are monitored, and profit margins are achieved. This is further monitored on a Monthly basis

by the Commercial Manager who is responsible for reporting monthly to Finance Business Partner.

- Currently the service runs eight cafes & Kiosks in our parks. However, there may be an opportunity to increase the number of sites with capital funding, and so an allowance has been given in this example. Any additional sites will also be included in the Corporate Catering Contract, and so would only increase any revenue generated through this project.

	Lots Required	Annual spend	Four Year Spend
Total Spend	Lot 1, Lot 2, Lot 3, Lot 4, and Lot 5	£ 720k	£ 3.0mil

Meals Service for Adult Social Care

- Currently the Meals Service provides for five locations. The breakdown of the forecasted spend and locations being as follows:

	Lots Required	Annual spend	Four Year Spend
Total Spend	Lot 1, Lot 2, Lot 3, Lot 4, and Lot 5	£162k	£713k

- As with the Parks Catering, the spend will not be guaranteed. Instead, any and all purchases will be led by demand.

Bristol Schools

- Currently the Meals Service provides for four locations. The breakdown of the forecasted spend and locations being as follows:

	Lots Required	Annual spend	Four Year Spend
Total Spend	Lot 1 and Lot 2	£ 36k	£ 156k

- As with the Parks Catering, the spend will not be guaranteed. Instead, any and all purchases will be led by demand.

Other Council Services

- Through a search by procurement, total annual spend for catering purchases by other council services in FY2021 came to £<1k. Therefore, as this is such an insignificant amount compared to the other spend, we will not increase the ask as the contingencies within the other calculations should cover anything else required by the council.