

**SCHOOL CATERING SCRUTINY TASK GROUP
TERMS OF REFERENCE**

- (1) Develop robust and evidence based recommendations, taking forward the findings of the Interim Report (May 2004) and Cabinet's subsequent response.
- (2) Work with the Healthier Wiltshire Project and the Council's Health Promotion Team to ensure that the review's recommendations are fully informed by the Healthy School's initiative and other related initiatives being progressed by the Wiltshire Strategic Board.
- (3) Work with the Director for Children & Education to ensure that the authority is ready to meet the requirements of new Ofsted inspection criteria regarding school food from September 2005.
- (4) Work with the Director for Children & Education to devise a strategy to improve school meals provision in Wiltshire, as detailed in the DFES letter "School Meals Funding for 2005/06", ensuring that all appropriate partners and particularly schools are fully represented and involved in developing the strategy and associated implementation proposals.
- (5) Make recommendations as to how the strategy should approach the Government's requirement to begin the reintroduction of universal hot meals provision, where it does not exist, by September 2008.
- (6) Consider the short term implications for the current contract of the White Paper "Choosing Health: making healthier choices easier" and the School Meals Funding 2005-06 DFES letter, working with the Central Procurement Team, Sodexo and schools to understand the extent/estimated cost of the implications with a view to recommending that a programme of investment be devised and implemented. Recommendations stemming from this aspect of the Task Group's work to be submitted to the Overview & Scrutiny Management Committee as soon as possible.
- (7) Explore the cost and benefits of increasing the monitoring and inspection of the current service.
- (8) Explore further how meal take-up can be improved, and whether or not/how a financial incentive could be introduced to support these improvements.
- (9) Evaluate options (including cost and benefits) for the future procurement of the school catering service.

- (10) Learn from best practice examples, how to ensure that all relevant parties are involved in the consultation regarding future service provision in order that all are fully appreciative of the terms of the new service, and each partners' roles and responsibilities within the new contract.
- (11) Engage with parents and carers to update them on the work of the Task Group and how the Council is taking positive steps to improve service provision.
- (12) Appoint five members to serve on the reconstituted Task Group with responsibilities, as follow:

Members	Committee	Responsibilities
Bobbie Chettleburgh Mollie Groom Judy Rooke	Management	Contract Performance
Rebecca MacDonald	Children's Services	Consultation and negotiation with schools, pupils and parents
John English	Health	Health and social benefits

- (13) To prepare a report within 6 months of the Task Group's first meeting for consideration by the Management Committee, in the first instance