

| MERSEYSIDE FIRE AND RESCUE AUTHORITY |                                                                                                          |                |                                |
|--------------------------------------|----------------------------------------------------------------------------------------------------------|----------------|--------------------------------|
| MEETING OF THE:                      | COMMUNITY SAFETY AND PROTECTION COMMITTEE                                                                |                |                                |
| DATE:                                | 4 SEPTEMBER 2025                                                                                         | REPORT NO:     | CFO/15/2526                    |
| PRESENTING OFFICER                   | CHIEF FIRE OFFICER, NICK SEARLE                                                                          |                |                                |
| RESPONSIBLE OFFICER:                 | DIRECTOR OF STRATEGY AND PERFORMANCE, DEB APPLETON                                                       | REPORT AUTHOR: | HEAD OF ESTATES, STEWART WOODS |
| OFFICERS CONSULTED:                  | HEAD OF PROCUREMENT, HYWYN PRITCHARD, CATERING MANAGER, NICKY MCNEVIN<br>STRATEGIC LEADERSHIP TEAM (SLT) |                |                                |
| TITLE OF REPORT:                     | EXTENSION TO THE FOOD CONTRACT FOR GROCERY, FROZEN AND CHILLED PRODUCTS                                  |                |                                |
| APPENDICES:                          | NONE                                                                                                     |                |                                |

### Purpose of Report

1. To request that Members approve a two-year extension to the current food contract for grocery, frozen and chilled products, covering both the Service Headquarters site and the new Training and Development Academy site.

### Recommendation

2. It is recommended that Members approve the two-year extension to the call off contract MFRS 2324-19 between MFRA and Trevor's Warehouse Ltd for an estimated additional £300k.

### Introduction and Background

3. A procurement exercise was undertaken in 2023 with the Catering Manager and Procurement Team utilising the TUCO Ltd Framework. The TUCO framework was chosen to carry out a price benchmarking exercise, as it is one of the leading frameworks available to the public sector for in-house catering operations. It is an EU compliant catering framework with a combined £160m+ annual spend through its membership with a wide range of suppliers.
4. The methodology behind the exercise was to take a typical MFRS "basket of goods" with the framework suppliers quoting charges to MFRS against those goods, with the resultant pricing totals used to benchmark accurately against our typical profile of usage.

5. The exercise was based on 50% price and 50% qualitative quality questions and six suppliers in the northwest framework opted to participate, with Trevor's Warehouse Ltd ranking 1<sup>st</sup> overall and 1<sup>st</sup> in the pricing section.
6. A contract was awarded to Trevor's Warehouse Ltd for a two-year period with an estimated value of £240k over the two years with the option to extend for a further two years. The actual spend against the contract to date from the commencement date on the 13/10/2023 is £252k. The £12k overspend compared with the original estimate is due to the opening of the new TDA site and the extensive use of onsite catering.
7. The new catering manager has worked with the supplier Trevor's over the past year, successfully reducing the deliveries from three times a week to only once a week helping to reduce the green-house gas emission. The catering manager constantly reviews the "basket of goods" with the account manager to ensure value for money and quality of produce, in addition to ensuring menu product selection is within the pricing range required at both sites.
8. It is recommended that the Authority takes the option to extend the current contract for a further two years with Trevor's Warehouse Ltd with an estimated additional spend of £300k across both sites.

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#### **Equality and Diversity Implications**

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9. The Trevor's product catalogue of food covers a wide range which allows the catering team opportunities to cater to the needs and preferences of a diverse range of individuals, including those with specific dietary requirements.

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#### **Staff Implications**

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10. The catering team are already familiar with the Trevor's product range and ordering system. As a result, there are no further staff implications envisaged.

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#### **Legal Implications**

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11. This report is seeking approval to accept an extension to a currently valid contract which allows for a two-year extension.
12. The contract and any extension are compliant with the Authority's Contract Standing Order and with the Public Contracts Regulations 2015.

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#### **Financial Implications & Value for Money**

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13. The additional £300k contract call off value can be contained within existing budgets and recovered from food sales and income from commercial revenue and conferencing.

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## **Risk Management and Health & Safety Implications**

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14. Understanding allergens and nutritional information is crucial for protecting consumers, especially those with food allergies. Accurate labelling helps prevent allergic reactions and ensures that consumers can make informed dietary choices. As a responsible wholesale food distributor, Trevor's Warehouse Ltd prioritise this by adhering to what is known as Natasha's Law.

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## **Environmental Implications**

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15. The supplier has a carbon reduction plan and are committed to achieving Net Zero emissions by 2040 which align with the Authority's Net Zero route map.

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**Contribution to Our Vision:** ***To be the best Fire & Rescue Service in the UK.***

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Our Purpose: *Here to serve, Here to protect, Here to keep you safe.*

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16. To ensure that everyone has access to affordable healthy and nutritious foods whilst working or attending training and other events at the Training and Development Academy or Service Headquarters.

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## **BACKGROUND PAPERS**

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**NONE**

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## **GLOSSARY OF TERMS**

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**MFRA**            Merseyside **F**ire and **R**escue **A**uthority

**MFRS**            Merseyside **F**ire and **R**escue **S**ervice