

**Request for further information to the meeting of the Forward Plan  
Select Committee on 25<sup>th</sup> February 2004**

**Information Update on Issues included in the Forward Plan Issue 19 –  
(9.02.04 – 5.06.04)**

SERVICE AREA: **Social Services**

<b>Report ref</b>	<b>Report title</b>
SS – 03/04 -14	<b>Meals Award of Asian and Caribbean Frozen Meals</b>
<p><b>Response to request for further information:</b></p> <p>At its meeting on 27<sup>th</sup> January 2004, the Forward Plan Select Committee requested clarification about the current situation regarding the tendering process for the meals service, following the Executive decision to seek further tenders for Asian and Caribbean meals.</p> <p>The following action has been taken:</p> <p>Contact with other London Boroughs has been undertaken and the vast majority of authorities use frozen meals. The range of suppliers used is small (4).</p> <p>Regarding the tender process in Brent, 5 suppliers were sent a tender pack to be returned by 23<sup>rd</sup> February 2004. Once this deadline is reached the tenders will then be evaluated according to the contract requirements and will include user tastings, to ensure a satisfactory service is provided.</p>	
<p><b>Timescale for decision:</b></p> <p>Report to go to the Executive on 26<sup>th</sup> April 2004</p>	
<p><b>Contact Details:</b> Christabel Shawcross (Assistant Director, Community Care)</p>	