

Report



meeting	SOCIAL SERVICES STANDING SELECT COMMITTEE	agenda item number
date	16 th December 2003	

REPORT OF THE DIRECTOR OF SOCIAL SERVICES

DISTRIBUTION UNIT STRATEGY FOR THE MEALS SERVICE PROGRESS REPORT

1. Purpose of the Report

- 1.1 The purpose of the report is to advise Members that Cabinet, at its meeting on the 4th November endorsed the recommendation to proceed with Option 4 of the unit strategy for the provision of Meals Service Distribution Units in Nottinghamshire. The strategy was the subject of a report to the Social Services Standing Select Committee on the 23rd September 2003. The report will also detail the implementation of Option 4 and advise Members on the current progress of the project.

2. Information and Advice

- 2.1 Option 4 sets out proposals to extend the Distribution Unit at Rainworth in order for it to service the whole of the county from a single base, supported by the deployment of up to 13 mobile oven vans. Planning work has commenced on the project and two distinct phases have emerged.
- 2.2 Phase 1, The Transitional Phase, target for completion, end of February 2004.
- 2.3 This is described as the transitional phase as it will form a link between the current situation, as previously described in previous reports and the completion of the permanent new build which will be Phase 2 of the project.

Phase 1 will include:

- (a) increasing the Freezer Capacity within the Rainworth Unit
- (b) internal alterations to facilitate the above and to provide alternative permanent accommodation for the Unit Supervisor
- (c) the temporary use of a portable freezer sited adjacent to the Rainworth Unit
- (c) temporary accommodation for the Meals Service delivery staff.

2.4 Phase 2, The New Build, target completion date September 2004.

2.5 This will involve the building of a new permanent extension at the Rainworth Distribution Unit to provide accommodation for the Meals Service delivery staff, small clothing area, an office, toilets and a small meeting room.

2.6 Process Phase 1

2.6.1 The temporary accommodation for the Meals Service delivery staff will consist of a modular jackleg building currently in use at Willow Wood which will shortly become excess to requirements. The building will be transported to the Rainworth Distribution Unit site and following the appropriate site works, commissioned with full services. When phase 2 is completed, the jackleg unit will be left on site where it will be put to good use by the Red Oaks Day Centre for people with learning disabilities.

2.6.2 Arrangements will be made for temporary freezer storage to accommodate adequate supplies of products to enable service as usual during the transitional phase.

2.6.3 Phase 1 will also involve specialist work in connection with the provision and installation of the permanent additional freezer capacity and the necessary internal alterations to create a permanent office within the existing building for the Unit Supervisor.

2.7 Process Phase 2

2.7.1 This will involve the building of a new permanent extension and covered way to the northern elevation of the existing Rainworth unit. The initial feasibility study is complete, but detailed work is required to provide working drawings to facilitate the submission of Planning and Building Regulation applications. It is anticipated that the building work will be subject to the Authority's normal tendering procedures.

2.8 Mobile Ovens

2.8.1 The Meals Service has completed three weeks of trials with the type of equipment that is going to form the basis for the modernisation of the regeneration processes for meals supplied to the extremities of the Authority. The trials have gone very well and identified any necessary modifications which have now been included in the specification. Tenders are currently out

for the supply of the vehicles and it is anticipated that the first vehicle will be in service by February 2004.

3. Recommendations

- 3.1 It is recommended that the programme of work set out in this report be noted and that a further progress report brought to the Standing Select Committee early in the new year to further report on the progress of the project

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