



HARTLEPOOL BOROUGH COUNCIL

CHIEF EXECUTIVE'S DECISION RECORD

Form 2 - Request for spending approval (including decisions which will reduce income) GREATER THAN £10,000 or greater than £30,000 over three months (For approval below the above amounts use Form 1)

Date of Decision: 22 - 04 - 2020

Officer Making Decision: Chief Executive, in consultation with the Leader of the Council, Chair of the relevant Committee and Chief Solicitor and Monitoring Officer.

Subject / Description & Reason for Decision: This decision was taken due to the cancellation/ postponement of meetings and in accordance with the National guidance/legislation in relation to Covid 19.

Type of Decision: The decision is essential to the Authority's response to the Covid 19 pandemic.

Nature of Delegation Being Exercised: Constitution Reference – CE15 – urgent decisions normally reserved to a Committee.

Any Declared Register of Interest: No

<p>Description of funding request/reduction in income request</p>	<p>To commission food packages from a local business that will sustain recipients for a week (those shielding or vulnerable.)</p> <p>Economic Development scoped local businesses that may be interested in supporting this scheme. They identified Chilli Cake as being very responsive and having the appropriate insurance, capacity, a good reputation locally and</p>
--	--

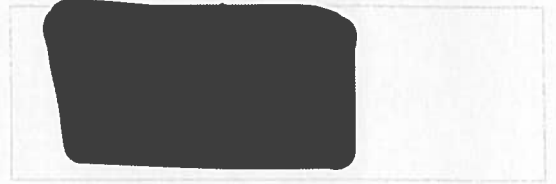
ODR No. :

	<p>being located centrally close to Hartlepool Hub.</p> <p>Chilli Cake had proactively contacted the Middlesbrough provider to scope their operating model and consider other options to include. As a result their proposal was fit for purpose and could be turned around in the timeframe required.</p> <p>250 packages per week will be provided for an initial 4 week period.</p> <p>The weekly order will contain 200 packages that can sustain individuals, 25 for couples and 25 for families. Packages will include grocery, fresh and hygiene products. There will be sufficient ingredients for easy to prepare meals.</p>
Value (this should be total cost)	£38,400
Period Covered	4 weeks
Approach adopted by other Tees Valley Council	<p>Middlesbrough Council are using a local business to provide their food packages and we were able to source some of these to understand their content. They only commission individual boxes and the price per package is £45.00 (with very similar contents).</p> <p>The cost per box from Chilli Cake is £35/individual, £44/couple and £60/family.</p> <p>Other local authorities continue to do provide emergency parcels (which last 2-4 days). We will continue to have a small number of these packages available for people who need short term support.</p>

ODR No. :

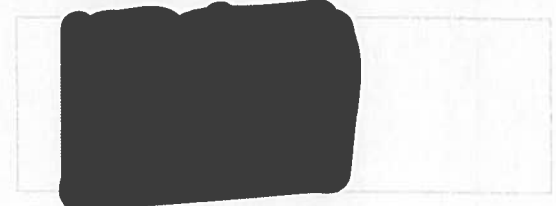
Signatures for retained copy only

Chief Executive - Gill Alexander



Decision made in consultation with:

Leader of the Council - Cllr Shane Moore



Chair of [Policy Committee] –



Chief Solicitor and Monitoring Officer – Hayley Martin



DIRECTOR of FINANCE & POLICY



