

CYNGOR SIR POWYS COUNTY COUNCIL

**County Council
30th April 2014**

**REPORT AUTHOR: County Councillor Garry Banks, Portfolio Holder for
Property and Assets**

SUBJECT: Question from County Councillor Gareth Ratcliffe

Can the portfolio holder for catering please provide the rationale behind the introduction of a free coffee machine into the members lounge when staff and residents have to pay for their coffee? When I was portfolio holder I took the decision to remove members' lunches and this was supported by full council. Also can you provide the council with details of who authorised this?

The table below compares costs with the new coffee machine with the provision of flasks from the canteen. Based on an average of 160 cups through the machine per week and including cleaning charge and machine rental the cost for a cup is £0.47p compared to that of £0.75p per cup from a flask.

There is a coin mechanism for the machine which has been requested to be operational so that members can pay for their drinks individually, rather than the member's budget charged on a monthly basis based on the amount of ingredients used.

There have been concerns over the speed the machine dispenses drinks particularly when there will be full Council meetings. It has been arranged with catering that both the machine and the flask options are available for full Council meetings.

The coffee machine for the members lounge was a request through the Chief Executive by Cllr David Jones after visiting Carmarthenshire County Council in November 2013. The request was then referred to catering by Sarah Jowett.

As the old vending contract with the Klix machines was coming to an end in December 2013, this machine along with the other table top coffee machine in the CE suite was added to the tender document. Which incorporated all of our vending requirements for suppliers to submit tender bids.

Catering at County Hall, Llandrindod Wells				
WORKINGS				
1 Flask is provided for every 8 people, therefore can provide upto 2 cups per person from 1 flask				
Hot Drink Provision	Cost	Cups from a flask	Total cost per cup	
Flask	£11.23	15	£0.75	
Hot Drink Provision	Cost per cup	Cup provided per day	Cleaning charge per day	Total cost per cup
Vending	0.09	40	£11	£0.37
Equipment rental per wk	Ave cups per wk**	Rental cost per cup		
£15	160	£0.10		
Vended cup	£0.37			
Rental cost per cup	£0.10			
Total vending cost*:	£0.47			
* Based upon 160 cups vended per wk in Members area (average).				
** Based upon 40 cups provided 4 days a week to the Members Lounge				