

**To: FINANCE, RESOURCES AND CUSTOMER SERVICES POLICY BOARD**

**On: 7 JUNE 2017**

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**Report by: DIRECTOR OF COMMUNITY RESOURCES**

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**Heading: ATRIUM CAFE – CHARGING**

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## **1. Summary**

- 1.1 This report requests authority to adapt the pricing of goods sold at the Atrium cafe within Renfrewshire House. The goods will be priced in response to the cost of market conditions, including food costs.
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## **2. Recommendations**

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board delegates authority to the Director of Community Resources to increase or decrease pricing at the Atrium cafe in Renfrewshire House in line with Appendix 1 attached.
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## **3. Background**

- 3.1 The Atrium cafe underwent a refurbishment and expansion in August 2014. The cafe was developed further in August 2015 with significant investment in new equipment, an enhanced menu and daily specials. Additional staffing resources were allocated to facilitate new operational hours.
- 3.2 Plans are currently underway for further development of the service, including a second till point at the main serving area, the introduction of card and contactless payments as well as Apple Pay/ Android Pay and a pre ordering system for lunches.

- 3.3 The pricing structure of food and beverages has remained unchanged for a number of years. During this time food costs have fluctuated substantially over the same period with more significant increases over the last year. This report requests authority to increase or decrease pricing at the Atrium in response to the market and prevailing food costs at any time, as determined by changes in these conditions.
- 3.4 Authority to change prices will allow the service to continue and change in response to customer needs, whilst also providing value for money food and drinks to employees and visitors at Renfrewshire House.
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## Implications of the Report

1. **Financial** – the authority requested in this report will allow the cost of food and beverages at the Atrium to vary in response to the market and the cost of provisions at any time.

2. **HR & Organisational Development** – None.

3. **Community Planning**

**Children and Young People** – The Catering Service promotes the uptake of healthy and nutritious meals and offers work experience for young people through the Project Search initiative

**Community Care, Health & Well-being** – The Catering Service minimises food waste to help reduce the environmental impact of food waste disposal

**Empowering our Communities** – Community Resources is actively promoting the “Do your bit” strategy with the local community to encourage participation.

**Greener** - The Catering Service complies with the Council’s food waste disposal strategy to minimise the environmental impact of food waste

**Jobs and the Economy** – the Catering Service is actively involved in the Invest in Renfrewshire scheme

**Safer and Stronger** - safe working practices are in place for the delivery of our services. The Catering Service food safety management system within the Atrium is ISO 22000:2005 registered

4. **Legal** – None

5. **Property/Assets** – None

6. **Information Technology** – None

7. **Equality & Human Rights** - The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report, as it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website
8. **Health & Safety** – None
9. **Procurement** – None
10. **Risk** – None
11. **Privacy Impact** – None

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**List of Background Papers:** N/A

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**Author:** Kevin Carr, Senior Facilities Manager (Soft Services)  
**Tel:** 0141 618 7567  
**e-mail:** [kevin.carr@renfrewshire.gov.uk](mailto:kevin.carr@renfrewshire.gov.uk)

## **Appendix 1**

The table below sets out current and proposed prices.

<b>Item</b>	<b>Current price</b>	<b>Proposed price</b>
Soup	£0.95 - £1.35	£1.10 - £1.45
Coffee	£1.20 - £1.60	£1.40 - £1.80
Tea	£0.70 - £1.00	£0.90 - £1.20
Sandwiches	£1.40 - £2.30	£1.55 - £2.40
Croissants and baguettes	£1.70 - £3.00	£1.90 - £3.20
Flatbreads	£2.20 - £3.00	£2.40 - £3.20
Salads	£1.45 - £2.30	£1.90 - £2.50
Pasta	£2.00 - £2.30	£2.20 - £2.50
Specials	£2.00 - £3.00	£2.20 - £3.30
Baked potatoes	£2.20 - £3.00	£2.40 - £3.30