

H4. HEALTHIER STAFF RESTAURANTS – MONITORING TEMPLATE

About the monitoring template

As part of the agreed monitoring process for the Public Health Responsibility Deal, partners will be required to submit an annual update to the Department of Health so that we can place this information on the website. In this annual update, partners will set out the progress they have made against each of the pledges they have signed up to. They will also have an opportunity to set out the next stage of their plans.

The Responsibility Deal networks have developed a standardised monitoring template for each of the collective pledges. Guidance notes, intended to assist partners in completing the templates, are included within the template.

This is the monitoring template for pledge **H4. Healthier Staff Restaurants**, which supports the Responsibility Deal's core commitment on health at work.

Further information on this pledge can be found at:

http://www.dh.gov.uk/en/Publichealth/Publichealthresponsibilitydeal/BecomingaResponsibilityDealpartner/DH_125222

This template has been made available in document format. The Department of Health is in the process of developing a web-based platform, which would enable partners to complete their annual updates online. We expect this system to be available by the end of February 2012.

All the information that partners will be asked to provide in the monitoring templates will be made publicly available on the Responsibility Deal website - <http://responsibilitydeal.dh.gov.uk/>. Consequently, partners should not include any information in their templates which cannot be disclosed.

The Department of Health will not provide any detailed analysis or commentary on the information provided by partners when they are published online.

Health at Work Core Commitment

We will actively support our workforce to lead healthier lives.

H4. Healthier Staff Restaurants Pledge

We will implement some basic measures for encouraging healthier staff restaurants/vending outlets/buffets for staff, including:

- Ensuring the availability of healthier foods and beverages in all available channels to employees
- Working with caterers to reformulate recipes to provide meals which are lower in fat, salt, and energy and which do not contain artificial trans fats
- Provision of responsibly sized portions of foods
- Provision and promotion of the consumption of fruit and vegetables through availability and price promotion
- Provision of calories and/or Guideline Daily Amounts on menus per portion as a minimum (further nutrients optional)
- Ensure that water is visible and freely available

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Section A – Summary of pledge delivery plans

About Section A

In this section, partners are asked to set out their plans to meet the pledge. Partners will be asked to complete and return this section to the Department of Health within six weeks of signing up to the pledge.

Please indicate how you intend to meet this pledge.

Please describe the measures you intend to use and the plans and timescale for offering these dietary changes to your staff. This should also outline plans for evaluation of take up by your food outlets and your customers / staff. For example, what steps / activity do you intend to undertake to deliver this pledge; when and where this will be taking place; and details of your rollout/implementation timetable etc. Do you provide calorie labelling and guideline daily amounts on all your menus? Is water freely available and visible and how is it made available?

You may cross-refer to other documents or reports. Please provide web-links where appropriate.

There is a 500-word limit when completing this section. All of the information provided here will be published on the Responsibility Deal website.

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Section B – Progress Update: Quantitative

About Section B

This section includes a series of quantitative measures that are intended to map partners' progress on delivering against the pledge. Partners will provide information against each of the measures as indicated.

Partners will be asked to return this section to the Department of Health by the **end of April each year**. Partners will be asked to provide their most up-to-date information and to make clear the period to which their information applies.

All of the information provided here will be published on the Responsibility Deal website.

| Measures | Totals | | |
|---|---|---|--------------------------------|
| 1. How many and what type of your individual outlets were involved in your pledge activity? | Type of outlet | Total No. | Proportion of total involved % |
| | Staff restaurants | | |
| | Buffets | | |
| | Vending machines | | |
| 2. How many of your staff were involved in your pledge activity? | | Total No. | Proportion of total % |
| | | | |
| 3. As a result of the pledge, please state the individual number of menu items where you have reduced the salt/fat and/or energy ¹ . | | No of individual recipes/menu items where you've reduced the following: | |
| | Salt | | |
| | Fat | | |
| | Energy | | |
| 4. What was the total quantity of fruit and vegetables sold through the pledge activity? (including composite items) | <input type="text"/> g Fruit/vegetable products | | |

¹ Please estimate number of menu items if exact figures are not available at this time. This can include where you have procured either ready-made products or ingredients with lower salt, fat, sugar, energy or increased fruit and vegetable content and not just the recipes that you make yourselves.

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| | | | | | |
|---|---|---|--|---|--|
| Additional measure (completion is optional) 5. What changes in terms of the quantity of fruit and vegetables sold did you see (compared with a comparable pre-pledge period)? | <table><tr><td data-bbox="651 259 772 322">g</td><td data-bbox="842 241 1337 318">Increase or decrease? (delete as applicable)</td></tr><tr><td data-bbox="651 405 772 468">%</td><td data-bbox="842 387 1337 463">Increase or decrease? (delete as applicable)</td></tr></table> | g | Increase or decrease? (delete as applicable) | % | Increase or decrease? (delete as applicable) |
| g | Increase or decrease? (delete as applicable) | | | | |
| % | Increase or decrease? (delete as applicable) | | | | |

Commentary

If you wish, you may provide a short commentary on the data provided in this section. There is a 200-word limit when completing this section.

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Section C – Progress Update: Qualitative

About Section C

Completion of this section of the template will be **optional**. Partners wishing to complete this section will be asked to return it by the **end of April** each year.

All of the information provided here will be published on the Responsibility Deal website.

Please set out the progress you have made this year on delivering this pledge.

This section provides you with an opportunity to describe the progress you have made on delivering against this pledge and the changes you have implemented in order to deliver this commitment. You may wish to indicate if your delivery plans (as set out in your Section A) had to be modified and whether there were any unintended consequences that arose from your delivery of the pledge.

For example, have the measures set out in the pledge for healthier food served in staff restaurants been put in place? If not, when will the necessary measures be taken e.g. outline plans for and/or results of evaluation.

You may wish to direct interested observers to company documents or reports where you have already given details of progress on your Responsibility Deal pledges. If appropriate, please provide a web-link.

There is a 500-word limit when completing this section.

Please set out how you intend to make further progress on delivering this pledge

For example, how do you intend to meet the ambitions of this pledge in the future if you can't meet them all now?