



Public Health  
England

Protecting and improving the nation's health

# Healthier and more sustainable catering

## A toolkit for serving food to older people in residential care

Includes useful information for organisations aiming to meet Government Buying Standards for Food and Catering Services

## About Public Health England

Public Health England exists to protect and improve the nation's health and wellbeing, and reduce health inequalities. We do this through world-class science, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. We are an executive agency of the Department of Health, and are a distinct delivery organisation with operational autonomy to advise and support government, local authorities and the NHS in a professionally independent manner.

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# 1. Executive summary

- 1.1 A healthy food experience for older people in residential care has many similarities to that for the wider population, but some individuals may also require higher energy and nutrient intakes.
- 1.2 Screening for those at risk of malnutrition, and initiating an associated action plan and review process, means that an appropriate diet can be provided to meet an individual's dietary needs. While those without increased needs continue to enjoy a healthy diet. Those with higher energy requirements should be provided with a diet higher in energy but lower in saturated fat, salt and free sugars – the nutrients that increase risk of disease – and high in fruit and vegetables, fibre and oily fish – nutrients that help reduce such risks.
- 1.3 This toolkit, last published in 2014, has been updated to reflect changes to government dietary advice. These include the Eatwell Guide<sup>1</sup>, new, lower recommendations for sugar, higher recommendations for fibre, and revised advice for intakes of vitamin D in response to the Scientific Advisory Committee's (SACN's) Carbohydrates and Health report published in July 2015<sup>2</sup> and SACN's Vitamin D and Health report published in July 2016<sup>3</sup>. It also includes amendments made to Government Buying Standards for Food and Catering Services (GBSF) criteria for soft drinks, and provides links to further useful guidance and resources made available since this toolkit was last published.
- 1.4 This toolkit builds on the principles of Healthier and More Sustainable Catering and supports those who have a role in commissioning, procuring and serving food to older people. It provides tips on choosing, preparing and serving food for older people as well as providing advice for those who must, or choose, to meet Government Buying Standards for Food and Catering Services. The Department for Environment, Food and Rural Affairs (Defra) 'A Plan for Public Procurement: Food and Catering' makes it easier for procurers and suppliers to meet and exceed the requirements of the GBSF. Key to this is the Balanced Scorecard for Public Procurement, a simple and visual tool underpinned by GBSF that can be used to procure food and catering services by setting technical specifications and evaluating bids, encouraging innovation and best practice beyond the GBSF via use of award criteria.
- 1.5 Information about good food hygiene and food safety is provided by the Food Standards Agency (FSA).

## 2. Introduction

- 2.1 There are approximately 426,000 elderly and disabled people in residential care and nursing homes across the UK. Approximately 95% of these, or around 405,000 people, are aged 65 or older<sup>4</sup>.
- 2.2 The quality of care for older people needs to meet the Care Quality Commission's Standards for Care Homes for Older People<sup>5</sup>.
- 2.3 The practical guidance included in this toolkit enables organisations to offer residents a 'healthy food experience', that is a selection of food and drink which meets their daily nutritional needs in a sustainable way. For most people this would equate to the 'Eatwell Guide'<sup>1</sup>. In residential care settings, some individuals may need more energy/nutrient-dense food and drink, and others less.
- 2.4 This guidance is not intended for those who may have different nutritional requirements due to illness or disease. It is reported that 93% of those at risk of, or suffering from, malnutrition live in the community<sup>6</sup>. A report from the British Association for Parenteral and Enteral Nutrition<sup>7</sup> showed that 'malnutrition' (medium + high risk according to the 'Malnutrition Universal screening Tool' ('MUST' tool) for adults) was found to be a major social health problem, affecting 35% of care home residents. Most residents with 'malnutrition' were underweight (BMI <20 kg/m<sup>2</sup>), and at high risk, requiring treatment. All residents need appropriate assessment and monitoring of their food intakes and nutritional status. If residents are unable to meet their requirements for energy and other nutrients through food and drink alone, or have other specific medical dietary needs, then these must be appropriately provided for outside the scope of this guidance.
- 2.5 Healthier and appetising food and drink is only one part of nutritional care. Other aspects include nutritional screening, good oral care, and providing assistance with eating and protected mealtimes. Without these, the hard work of catering staff in sourcing and preparing healthier food is wasted. Clinical, catering and care staff should all work together to ensure that all aspects of food provision and nutritional care are as good as they can be<sup>8</sup>.
- 2.6 Older people are at increased risk of developing chronic diseases such as heart disease. Even where individuals may be at risk of malnutrition, it is prudent to avoid relying too heavily on food and drinks that are high in saturated fat and free sugars to meet increased requirements for energy and other nutrients.

2.7 The information presented in this toolkit supports **Government Buying Standards for Food and Catering Services (GBSF)** to enable the production of food to higher sustainability and nutritional standards, and more sustainable catering service provision (see Appendix 1).

## 3. Who is this toolkit for?

### 3.1 This toolkit will be of interest to:

- those involved in commissioning catering services for older people (aged 75 years plus) including those in residential settings or community settings where older people may live and receive support such as 'meals on wheels' and take part in social activity such as luncheon clubs
- those responsible for purchasing food or food ingredients for use in catering for older people
- catering managers, chefs, cooks and care staff responsible for the preparation, cooking and serving of food for older people
- residential care staff responsible for meeting essential standards of quality and safety specifically related to Regulation 14: Meeting nutritional and hydration needs<sup>9</sup>
- commissioners, caterers, procurement and sustainability managers within organisations that must, or choose to, meet GBSF
- public health professionals, including dietitians, responsible for health improvement in older people
- businesses developing new foods and reformulating existing foods for residential care settings

## 4. What information does this guidance contain?

- 4.1 This toolkit contains practical information and useful tips to help those working within residential care settings to buy, cook and serve healthier, more sustainable food.
- 4.2 Information on food hygiene, cultural/religious needs, allergy and calorie labelling is also covered.
- 4.3 Practical information included in this toolkit refers to **GBSF** (see Appendix 1). GBSF ensures that:
- foods procured are served to higher nutritional standards
  - foods are produced to higher sustainability standards
  - procurement of catering operations meets higher sustainability standards eg through reducing food waste
- 4.4 The Food Standards Agency provides advice on good food hygiene in Appendix 3. Including how to handle foods that need extra care, cleaning, cooking and food storage, and advice on allergens is also available at Appendix 4.

## 5. Background

5.1 Data from the National Diet and Nutrition Survey tells us that, on average, older people aged over 74 years in residential care consume too much saturated fat, salt and sugars, and eat too little fibre, fruit and vegetables and oily fish than is recommended<sup>10</sup>. We also know that some sections of this population have intakes of some vitamins and minerals below recommended levels.

5.2 Diets high in salt, saturated fat, and red and processed meat, but low in fish, fruit, vegetables and fibre increase the risk of high blood pressure, cardiovascular disease, type 2 diabetes and some cancers<sup>2,11,12,13,14,15,16</sup>. Consuming foods and drinks that are high in fat and free sugars can contribute to excess energy intake and therefore may lead to weight gain. Obesity carries with it many negative effects on health. Consuming too many foods and drinks high in sugar can also lead to tooth decay and consumption of sugars-sweetened drinks has been associated with an increased risk of type 2 diabetes<sup>2</sup>.

5.3 Some are of the opinion that older people in residential care and other settings should be provided foods that they like regardless of healthy eating approaches. PHE advocates a healthy food experience for all regardless of age, including those who are undernourished. This is a selection of food and drink which meets daily nutrient needs (including increased requirements for energy and/or other nutrients) in a healthier more sustainable way.

5.4 PHE therefore proposes a diet and menus that meet the needs of all residents, including those with higher requirements for energy and/or other nutrients (in the case of individuals who are underweight or undernourished) without relying heavily on products that are high in saturated fat and free sugars to promote weight gain.

5.5 The government recommends that everyone:

- eats at least five portions of a variety of fruit and vegetables every day
- base meals on potatoes, bread, rice, pasta or other starchy carbohydrates; choosing wholegrain versions where possible
- have some dairy or dairy alternatives (such as calcium-fortified soya drinks); choosing lower fat and lower sugar options
- eats some beans, pulses, fish, eggs, meat and other proteins. This includes at least two portions of fish every week, one of which should be oily. If consuming more than 90g of red or processed meat per day, try to cut down to no more than 70g per day on average
- choose unsaturated oils and spreads and eat in small amounts

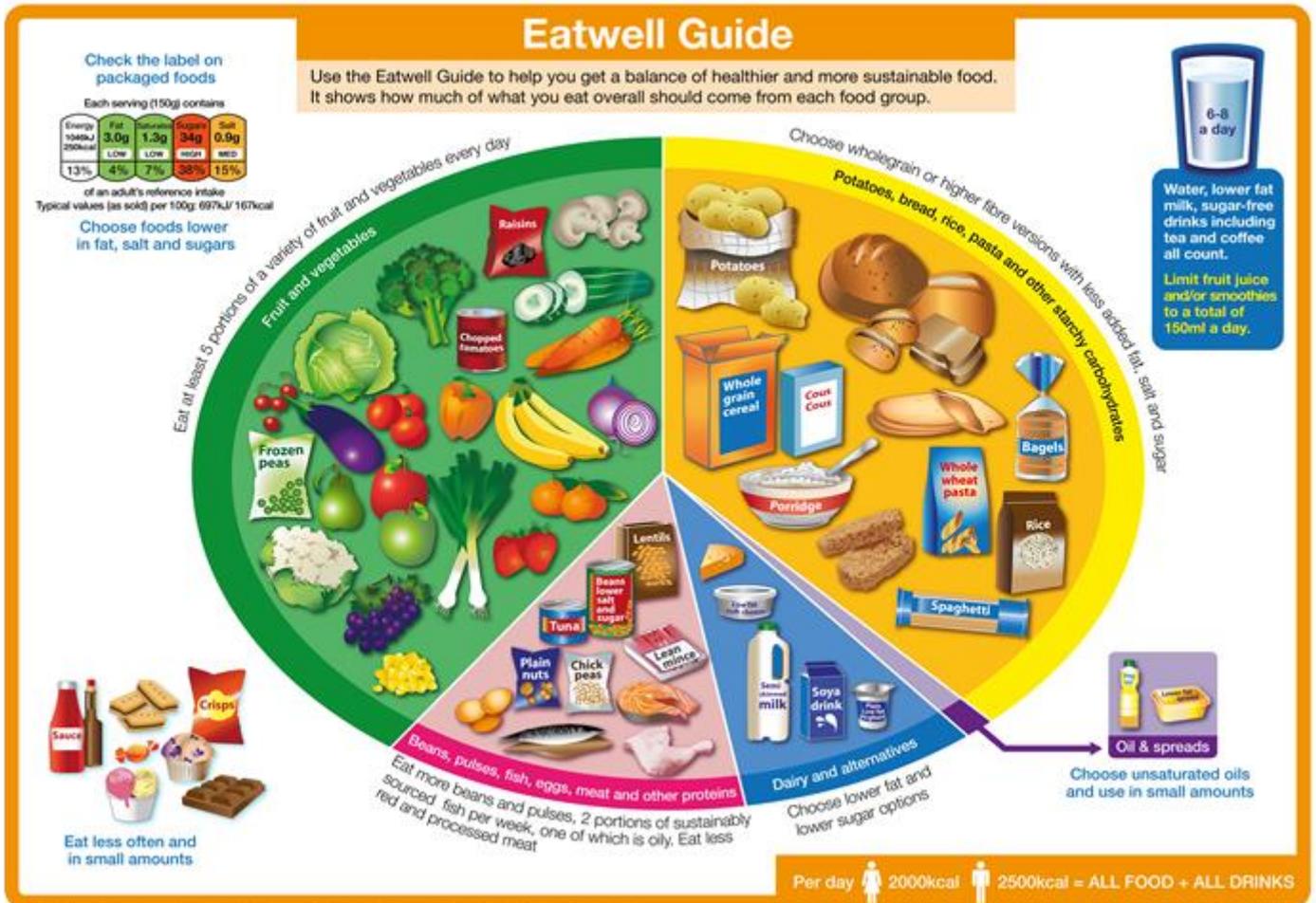
- drink six to eight cups/glasses of fluid every day

If consuming foods and drinks high in fat, salt or sugar, have these less often and in small amounts.

5.6 These government recommendations are reflected in the Eatwell Guide<sup>1</sup> (see figure 1). The Eatwell Guide shows the proportions in which different types of foods are needed to have a well-balanced and healthy diet. The proportions shown are representative of food consumption over the period of a day, or even a week, not necessarily each meal time, and form the basis of the food based guidelines presented in this document.

5.7 Older people with respiratory problems are likely to lose additional fluid through respiration and are thus particularly prone to dehydration. In these cases, fluid monitoring can be beneficial.

Figure 1: The Eatwell Guide



Source: Public Health England in association with the Welsh Government, Food Standards Scotland and the Food Standards Agency in Northern Ireland

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## 6. Key nutrition principles

6.1 For older people in residential care settings, the provision of food should meet the population requirement as a minimum and aim to meet target recommendations where intake in this section of the population is known to be in excess, or below government recommendations. The basis for setting these targets are covered in [Healthier and More Sustainable Catering: Nutrition Principles](#).

6.2 The nutrient standards in this document are based on the needs of older people aged 75 and over in residential care settings<sup>2,3,10,16,17,18</sup>. The guidance given in this document should be sufficient, in most cases, for all older people in residential care. Overall, older people below 75 years will have similar requirements to those over 75 years and reflected in this document. Some older people below 75 years may have a requirement for some nutrients at greater amounts. Further clarification of these higher requirements is provided in [Healthier and More Sustainable Catering: Nutrition Principles and Healthier and More Sustainable Catering – A toolkit for serving food to adults](#).

6.3 Where vitamin and mineral intakes are below recommended levels, residential care providers should aim to provide food to meet the target recommendation for these nutrients. This is 100% of the daily reference nutrient intake<sup>i</sup> before inclusion of snacks. For older people in residential care this would include folate, riboflavin, potassium, magnesium, iron and zinc. In addition:

- it is recommended<sup>3</sup> that everyone aged five years and above, including pregnant and breastfeeding women, should consider taking a supplement containing 10µg of vitamin D per day. This is because vitamin D is only found in a small number of foods, so it might be difficult to get enough from foods that naturally contain vitamin D and/or fortified foods alone. This recommendation refers to the average amount of vitamin D consumed over a period of time (eg a week) and takes account of day-to-day variations in vitamin D intake. There are separate recommendations for children from birth to four years of age
- between late March/early April and the end of September, the majority of people aged five years and above will probably obtain sufficient vitamin D from sunlight when they are outdoors so they might choose not to take a vitamin D supplement during these months
- however, some groups of people will not obtain enough vitamin D from sunlight because they have very little or no sunshine exposure. People from these

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<sup>i</sup> The Reference Nutrient Intake (RNI) for a vitamin or mineral is the amount of the nutrient that is enough, or more than enough, for about 97% of the people in a group. If average intake of a group is at the RNI, then the risk of deficiency in the group is very small.

groups should take a daily supplement containing 10µg vitamin D throughout the year. They are:

- people who are seldom outdoors such as frail or housebound individuals and those who are confined indoors eg in institutions such as care homes
- people who habitually wear clothes that cover most of their skin while outdoors
- people from minority ethnic groups with dark skin such as those with African, African-Caribbean and South Asian origin might not get enough vitamin D from sunlight in summer, so they should consider taking a daily supplement containing 10µg vitamin D throughout the year

6.4 Guidance on nutrient provision in residential care for older people, based upon recommendations from the Committee on Medical Aspects of Food and Nutrition Policy (COMA),<sup>17</sup> the Scientific Advisory Committee on Nutrition (SACN)<sup>2,3,16,18</sup>, and taking account of excesses and insufficiencies from NDNS data<sup>10</sup> is provided in Table 1.

**Table 1. Nutrient-based guidance for older people in care (aged 75 years and over)**

<b>Nutrient</b>	<b>Population requirement (provided as daily averages over seven days)</b>	<b>Recommended target for areas of excess or insufficiency (provided as daily averages over seven days)</b>
Energy (MJ/kcal)	7.9/1888*	Not set
Total fat** (g)	73.4	Not set
Saturated fat** (g)	Max 23.1	Less than 22.6
Carbohydrate** (g)	Min 252	Not set
Free sugars** (g)	Max 25.2	Not set
Fibre (as AOAC) (g)	30	More than 31
Protein (g)	Min 50	Not set
Sodium (mg)	Max 2400	Less than 2352
Salt (equivalent) (g)	Max 6.0	Less than 5.9
Calcium (mg)	700	Not set
Iodine (µg)	140	Not set
Iron (mg)	Min 9	More than 9
Magnesium (mg)	Min 300	More than 300
Potassium (mg)	Min 3500	More than 3500
Selenium (µg)	75	Not set
Zinc (mg)	Min 9.5	More than 9.5
Vitamin A*** (µg)	700	Not set
Thiamin (mg) <sup>α</sup>	0.8	Not set
Riboflavin (mg)	Min 1.3	More than 1.3
Niacin Equivalent**** (mg) <sup>α</sup>	13.9	Not set
Vitamin B6 (mg)	1.4	Not set
Vitamin B12 (µg)	1.5	Not set
Folate (µg)	Min 200	More than 200
Vitamin C (mg)	40	Not set
Vitamin D (µg)	B	

µg = micrograms. 1000 micrograms = 1 milligram (mg).

\*Energy requirement based on revised dietary reference values for energy published by SACN in 2011<sup>18</sup> using less active, 25th centile Physical Activity Level (PAL) = 1.49.

\*\*Calculated as a percentage of energy (ie 7.9MJ/1888kcal) assuming no energy contribution from alcohol.

\*\*\* Retinol equivalents = Retinol + (beta-carotene divided by 60).

\*\*\*\* Niacin equivalent = niacin + (tryptophan divided by 60).

<sup>α</sup>Thiamin and niacin equivalent dietary reference values are linked to energy requirements. Thiamin and niacin equivalent recommendations have been re-calculated based on revised dietary reference values for energy published by SACN in 2011<sup>18</sup> using less active, 25th centile Physical Activity Level (PAL) = 1.49.

<sup>β</sup> Some population groups may not be able to obtain enough vitamin D from sunlight and are advised to take a dietary supplement containing 10µg per day. See para 6.3 for further details.

- 6.5 Nutrient intake across the day is conventionally divided across four eating occasions. Namely, breakfast, lunch, evening meal and food consumed between meals (snacks). Given that a wider range of foods tend to be consumed in lunch and evening meals as compared to breakfast, these are conventionally assigned a greater proportion of intake. As such, the **principles** that underpin this toolkit assume that breakfast contributes 20% of daily intake with lunch and evening meals contributing 30% each. The remaining 20% is for food and drinks consumed between meals (snacks).
- 6.6 Some settings have chosen to offer lighter eating occasions. If this type of provision is preferred by customers or residents, then it may be appropriate to amend the proportion of diet from each eating occasion according to a different pattern for example that identified in the Caroline Walker Trust's 'Eating well: supporting older people and older people with dementia'<sup>19</sup>, which assumes breakfast contributes 20% of total intake, lunch 30%, evening meal 25% and the remaining 25% for snacks and drinks.
- 6.7 In some settings such as in residential care, where meals are provided across the day, focus can be placed on meeting the food-based healthy eating guidance (set out in section 5) and meeting total daily nutrient requirements calculated for the population group catered for (rather than also meeting nutrient requirements for each meal episode within this). For further information, see the companion document **Healthier and More Sustainable Catering: Nutrition Principles**.

## Offering a choice of nutritionally balanced food and drink

- 6.8 Healthier and more sustainable catering practice starts with a commitment to change and a plan designed around this. This commitment should be described in a food policy. In the action research project, Implementing healthier menus in residential care homes for older people<sup>20</sup>, ensuring buy in by the whole of the care staff, from the manager downwards, was essential for gaining traction towards working towards meeting the standards summarised in this document. The action research project also actively involved residents by asking for feedback about new menus and menu planning.
- 6.9 In residential care settings, the food policy should highlight the use of MUST screening or equivalent and individual care plans reflecting higher nutrient needs where appropriate. The 'Malnutrition Universal Screening Tool' (MUST) was developed by BAPEN in 2003 to help identify adults who are both underweight and overweight. Other tools may be available but these may not be accredited in the same manner as the MUST tool. The MUST tool is available at: [www.bapen.org.uk/pdfs/must/must\\_full.pdf](http://www.bapen.org.uk/pdfs/must/must_full.pdf)
- 6.10 BAPEN have developed a 'Nutritional Care Tool' which enables organisations to measure the nutritional care they provide and, so, robustly demonstrate both compliance to nutrition-related care regulations and the areas where improvements are required. The tool is available at: [data.bapen.org.uk/](http://data.bapen.org.uk/)
- 6.11 NHS England have developed commissioning guidance to support commissioners to develop strategies to improve the delivery and commissioning of excellent nutrition and hydration care in acute services and the community. This is available at: [www.england.nhs.uk/wp-content/uploads/2015/10/nut-hyd-guid.pdf](http://www.england.nhs.uk/wp-content/uploads/2015/10/nut-hyd-guid.pdf)
- 6.12 Criteria for catering provision should be clearly set out to contractors and suppliers from the beginning of the procurement process and throughout the contract management phase. This applies to both procuring goods (equipment, ingredients and food products) and catering services (chefs and catering support staff).
- 6.13 Procurement managers, through careful buying of foods and ingredients, along with menu planners and catering managers, can reduce the salt, saturated fat and free sugars content and increase the fibre, fruit, vegetables and fish in the options they provide. By doing this they can make a positive impact on the dietary health of those who consume the food provided. Procurement managers may need to ask suppliers for more information on ingredients and products in order to determine which products best help their food and catering provision meet the standards identified in this document.

- 6.14 A healthier menu is varied and balanced, uses a range of cooking methods and includes appetising food and drink. It does not exclude or ban foods that are higher in fat, salt and free sugars or methods of cooking like frying. However, it does offer choice and variety and takes into consideration the wider needs of individuals.
- 6.15 Table 2 provides ideas on how to start planning a healthier, varied and more sustainable catering facility. A description of each food group is provided followed by tips on choosing, cooking and serving foods as well as guidance on allergies, food safety and cultural preferences. For further information about food, hygiene and allergies see appendices 3 and 4. Further information about sustainable food and service is provided in Appendix 5.
- 6.16 The term 'Vulnerable groups' is used in Table 2 where this refers specifically to persons that are at greater risk from food poisoning (including the elderly). These persons should avoid, or should not be fed; certain higher-risk foods and these are identified below in the relevant sections.
- 6.17 Not all staff working in residential care settings or supporting older people in the community will have received training in nutrition. Table 2 can also be used as reference material to help provide a varied, nutritionally balanced diet.
- 6.18 The Association for Nutrition has developed a 'workforce competence model' to guide the development of food and nutrition related training. This model can be used when developing training for staff involved in or are responsible for commissioning, preparing and serving healthier, more sustainable food. Further information about the framework is available at:  
[www.associationfornutrition.org/Default.aspx?tabid=209](http://www.associationfornutrition.org/Default.aspx?tabid=209)

**Table 2 – Food based guidelines for caterers to choose, cook and serve healthier food to older adults**

<b>Potatoes, bread, rice, pasta and other starchy carbohydrates</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>• starchy foods should make up just over a third of the food we eat</li> <li>• offer higher-fibre wholegrain varieties wherever possible. (Higher fibre options include wholemeal breads, breads made with a combination of white and wholemeal flour with or without added fibre, brown rice, wholewheat pasta and wholewheat/wholegrain breakfast cereals – offer low fat, salt and sugar varieties)</li> <li>• offer potatoes cooked with skins on for more fibre</li> </ul>
<b>What foods are included?</b>	<ul style="list-style-type: none"> <li>• all breads including wholemeal and granary bread, pitta bread, chapattis, tortillas and bagels</li> <li>• potatoes, plantain, yam, sweet potato, squash and cassava (where sweet potato or squash are eaten as a vegetable portion to a main meal, they do not count as a starchy food)</li> <li>• breakfast cereals</li> <li>• all rice, couscous, bulgar wheat, semolina, tapioca, maize, cornmeal, quinoa</li> <li>• all noodles (including rice, soba and egg noodles) and pasta</li> <li>• other grains eg oats, millet, barley, buckwheat, rye, spelt, bulgar (cracked wheat)</li> </ul>
<b>Why are these foods important?</b>	<ul style="list-style-type: none"> <li>• foods from this group are a good source of energy and the main source of a range of nutrients in the diet</li> <li>• as well as starch, these foods supply fibre. Fibre helps to keep bowels healthy and helps prevent constipation. A diet rich in dietary fibre is also associated with a reduced risk of heart disease, stroke, type 2 diabetes and bowel cancer</li> <li>• these foods can also provide a good source of folate, riboflavin and iron</li> </ul>

<p><b>Tips on choosing starchy foods</b></p>	<ul style="list-style-type: none"> <li>• ask suppliers for information on the salt, fat, saturated fat and sugars in their products. Use Tables 3 and 4 to identify products as “high, medium or low” in salt, fat, saturated fat and sugars</li> <li>• choose products that meet salt targets<sup>ii</sup></li> </ul> <p>Bread</p> <ul style="list-style-type: none"> <li>• choose a variety of breads – including wholegrain, brown, wholemeal, granary and seeded</li> <li>• look for bread made with a combination of white and wholemeal flour with or without added fibre for customers who do not like brown or wholemeal bread</li> <li>• choose lower salt bread where possible</li> </ul> <p>Flour</p> <ul style="list-style-type: none"> <li>• wholemeal flour can be used for some recipes or used to replace some of the white flour to add folate, iron and fibre to the dish</li> </ul> <p>Breakfast cereals</p> <ul style="list-style-type: none"> <li>• choose fortified breakfast cereals as they can be a good source of vitamin D, folate and iron</li> <li>• include cereals which are higher fibre and cereals with added dried fruit and nuts</li> <li>• remove cereals that are high in salt and added sugar</li> </ul>
<p><b>Tips on cooking and serving foods</b></p>	<p>Potatoes</p> <ul style="list-style-type: none"> <li>• potatoes are a useful source of folate</li> <li>• offer a variety of starchy foods with main meals including potatoes, rice, pasta, noodles and other grains</li> <li>• aim for a golden yellow colour when frying, baking, toasting or roasting starchy foods to minimise the levels of acrylamide produced<sup>iii</sup></li> </ul> <p>Breads</p> <ul style="list-style-type: none"> <li>• use thick cut bread for sandwiches</li> <li>• a variety of breads should be available daily as starters</li> </ul>

<sup>ii</sup> Salt targets to be met by 2017 were published in March 2014. GBSF criteria relate to the targets to be met by 2012. Where products meeting the 2017 targets are available, these should be purchased in preference.

<sup>iii</sup> Acrylamide is a chemical substance formed by a reaction between amino acids and sugars. It typically occurs when foods with high starch content such as potatoes and bread, are cooked at high temperatures (over 120°C) in a process of frying, roasting or baking. For more information on acrylamide visit: [www.food.gov.uk/science/acrylamide-0](http://www.food.gov.uk/science/acrylamide-0)

or meal accompaniments

- try not to add too much fat, eg butter/spreads on bread, mayonnaise in sandwiches
- use combinations of wholemeal and white bread in sandwiches to encourage consumption of wholemeal varieties

#### Breakfasts

- offer a variety of breakfast cereals (preferably fortified including high fibre, low sugar varieties), porridge and/or bread at breakfast
- oats can be served in a variety of ways including porridge, granola and bircher muesli
- restrict cake style muffins and pastries and offer a range of bread instead including wholemeal, granary, brown, seedy, fruity and bagels
- if offering a traditional English breakfast, use wholemeal toast rather than fried bread or waffles

#### Potatoes

- boil potatoes in the minimum amount of water and for the shortest amount of time or steam them to retain vitamins
- do not add salt to the cooking water or prior to serving
- use skimmed or semi-skimmed milk rather than butter or margarine to mash potatoes to smoothness
- roast potatoes in small amounts of vegetable oil. Brush the oil on to potatoes rather than pouring over to use smaller amounts
- try to cut down on the amount of fried potatoes offered, such as chips and reconstituted potato dishes. Offer mash, steamed/boiled new potatoes, baked potatoes, and oven baked potato products as alternatives
- choose thick cut chips or potatoes wedges instead of thin cut chips – they absorb less oil when cooking, or use oven chips
- pre-blanch chips in steamers before frying to reduce the amount of oil absorbed
- use baked products where possible instead of frying as they are likely to contain less fat; compare product labels for more information
- use sweet potatoes as an alternative. These can also be boiled, mashed, roasted and turned into wedges

	<p>Pasta, rice and other grains</p> <ul style="list-style-type: none"> <li>• do not add salt to water when cooking pasta, rice and other grains. Herbs, spices, garlic, vegetables, dried fruit, seeds and nuts can be used during or after cooking to add flavour</li> <li>• use more starchy foods eg pasta in relation to meat/rich sauces in lasagne, potato to meat in cottage pie, sausages and mash – have more of the mash and include vegetables for a balanced meal</li> <li>• serve boiled/steamed rice or Indian breads with curries, rather than poppadoms, fried Indian breads or fried rice</li> <li>• choose tomato and vegetable based sauces in preference to creamy, buttery sauces where appropriate</li> <li>• Rice or other grains can make filling salads and meals, eg rice salads, pearl barley risottos and bulgar salads</li> <li>• Add pulses like beans and lentils to casseroles, stews and curries to increase fibre content</li> </ul> <p>When frying starchy foods</p> <ul style="list-style-type: none"> <li>• make sure the oil used for frying is at the correct temperature – this reduces the amount of fat absorbed</li> <li>• drain/blot fried foods before serving</li> </ul>
<p><b>Food allergy and intolerance tips</b></p>	<ul style="list-style-type: none"> <li>• be aware of adults who have food sensitivities such as food allergy, intolerances or coeliac disease (also known as gluten intolerance). Those with food hypersensitivities can react to tiny amounts of the offending food, food allergens can not be cooked out to make them safe, so make sure you:             <ul style="list-style-type: none"> <li>- check the ingredients list and recipe</li> <li>- clean preparation surfaces and cooking equipment prior to cooking food for those with food allergies</li> <li>- those with coeliac disease need to avoid all cereals containing gluten (wheat, oats, barley or rye)</li> </ul>             Alternative foods made from maize (ie polenta), rice, rice flour, potatoes, potato flour, buckwheat, sago, tapioca, soya and soya flour are available. Seek expert advice from a dietitian where necessary. Some gluten-free foods are available on prescription           </li> </ul>
<p><b>Food safety tips</b></p>	<ul style="list-style-type: none"> <li>• rice can contain spores of <i>Bacillus cereus</i>, bacteria that can cause food poisoning. When rice is cooked, the spores can survive. So, if it is left standing at room temperature, the spores will germinate, multiply and</li> </ul>

	<p>may produce toxins (poisons) that cause either vomiting or diarrhoea. Reheating will not get rid of the toxin</p> <ul style="list-style-type: none"> <li>• low numbers of <i>Bacillus cereus</i> will not make someone ill, but if food contains high numbers of the bacteria, or if a toxin has been produced, it could cause food poisoning. The longer that food is left at room temperature, the more likely it is that bacteria, or the toxins they produce, could make food unsafe</li> <li>• ideally, rice should be served directly after cooking. If this is not possible it should be cooled within an hour and kept in the fridge until reheating (for no more than one day)</li> <li>• if you reheat rice, make sure it is very hot (steaming) all the way through. Do not reheat rice unless it has been chilled down safely and kept in the fridge until you reheat it. Do not reheat rice more than once</li> </ul>
<p><b>GBS for food and catering services (relevant criteria)</b></p>	<ul style="list-style-type: none"> <li>• boiled starchy foods eg potatoes, rice, pasta and grains are cooked without added salt</li> <li>• at least 50% of breakfast cereals (procured by volume) are higher fibre (ie more than 6g/100g) and do not exceed 22.5g/100g total sugars</li> <li>• at least 50% of breads, breakfast cereals and pre-packed sandwiches (procured by volume) meet the salt targets and all stock preparations are lower salt varieties (ie below 0.6g/100ml reconstituted)</li> <li>• meal deals include a starchy carbohydrate</li> </ul>

<b>Fruit and vegetables</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>• fruit and vegetables should make up just over a third of the daily diet</li> <li>• offer at least five different portions of fruits and vegetables every day</li> <li>• a portion of fresh or cooked fruit or vegetables should be about 80g (see Appendix 2)</li> <li>• limit consumption of unsweetened 100% fruit/vegetable juice or smoothies to a combined total of no more than one portion (150ml) per day and consume at mealtimes to reduce the risk of tooth decay</li> <li>• a portion of dried fruit is around 30g but it is recommended that dried fruit is only consumed at mealtimes as it can stick to teeth, increasing the risk of tooth decay</li> </ul>
<b>What foods are included</b>	<ul style="list-style-type: none"> <li>• all types of fresh, frozen, tinned, juiced and dried fruit</li> <li>• all types of fresh, frozen, juiced and tinned vegetables</li> <li>• 150ml unsweetened 100% fruit and vegetable juices or smoothies count as one portion. Limit to a combined total of one portion (150ml) a day</li> <li>• watch out for drinks that say 'juice drink' on pack. They're unlikely to count towards your 5 A Day and can be high in sugar</li> <li>• beans and pulses are also included but, again, only count as a maximum of one portion per day</li> </ul>
<b>Why are they important</b>	<ul style="list-style-type: none"> <li>• fruit and vegetables are good sources of many vitamins (including folate), minerals and fibre</li> <li>• there is evidence that consuming more than 400g (five portions) of fruit and vegetables every day may reduce the risk of developing chronic diseases such as coronary heart disease and some cancers</li> <li>• fruit and vegetables are very low in fat</li> </ul>
<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>• ask suppliers for information on salt, fat, saturated fat and sugar in their products</li> <li>• use tables 3 and 4 to classify products as 'high,</li> </ul>

	<p>medium or low' in salt, fat, saturated fat and sugars</p> <ul style="list-style-type: none"> <li>• choose products that meet salt targets<sup>iv</sup> (eg for tinned products)</li> <li>• buy tinned fruit in juice rather than in syrup</li> <li>• buy tinned vegetables and pulses in water, with no added salt or sugar</li> <li>• fruit and vegetables that are useful sources of iron include dark green leafy vegetables, broccoli, dried apricots and raisins, blackcurrants and broad beans</li> <li>• fruit and vegetables that are useful sources of folate include green leafy vegetables, broccoli, Brussels sprouts, peas, asparagus and oranges</li> <li>• when sourcing fresh fruit and vegetables choose those that have been grown in season using a seasonality guide</li> <li>• when buying fruits and vegetables grown abroad consider fairly traded options. Visit Fair Trade or Rainforest Alliance certified produce</li> </ul>
<p><b>Tips on cooking and serving foods</b></p>	<p>Storing and preparation</p> <ul style="list-style-type: none"> <li>• use fresh fruit and vegetables as soon as possible, rather than storing them, to avoid vitamin loss. Alternatively, use frozen fruit and vegetables</li> <li>• store fresh vegetables in a cool, dark place</li> <li>• avoid leaving any cut vegetables exposed to air, light, heat or leaving them to soak. Cover and chill them</li> </ul> <p>Cooking and including fruit and vegetables in dishes</p> <ul style="list-style-type: none"> <li>• steaming and cooking vegetables with minimum amounts of water (with no added salt), for as short a time as possible and serving as soon as possible will help retain vitamins</li> <li>• vegetables can also be stir-fried, grilled and roasted in a small amount of oil</li> <li>• pureed stewed fruit can be offered with custard, yoghurt or ice cream as dessert</li> <li>• add vegetables and pulses to stews, casseroles or other dishes and offer a variety of vegetables at main meals</li> <li>• incorporate fruit into other desserts and dishes,</li> </ul>

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<sup>iv</sup> Salt targets to be met by 2017 were published in March 2014. GBSF criteria relate to the targets to be met by 2012. Where products meeting the 2017 targets are available, these should be purchased in preference.

	<p>including cold starters and savoury dishes (eg citrus chicken, serving apple sauce with pork, dried fruits like apricots and raisins in Moroccan style tagines and casseroles)</p> <ul style="list-style-type: none"> <li>• add vegetables in rice eg mushrooms, peas, sweetcorn, peppers</li> </ul> <p>Serving</p> <ul style="list-style-type: none"> <li>• offer a variety of dried fruits to add to cereal options and porridge and include dried fruit in cakes and desserts</li> <li>• aim for one or two portions with each meal and offer fruit as a snack</li> <li>• offer a variety of salads by combining vegetables and fruits with nuts, seeds, noodles, quinoa, bulgar and couscous eg roasted vegetables and couscous. Use lower fat salad dressings</li> <li>• always have appealing, blemish free, ripe fresh fruit on display</li> <li>• provide easy access to fresh fruit salads in take away containers. Some people prefer chopped fruit rather than whole fruit</li> <li>• offer fruit and vegetables as prominently as other snack foods</li> <li>• control the amount of fat or rich sauces added to vegetables (such as carrots glazed with butter)</li> <li>• do not add sugar or syrupy dressings to fruit (such as stewed apple)</li> <li>• if you offer any kind of 'meal deal', ensure that you include at least one portion of vegetable and a portion of fruit</li> <li>• make a portion of fruit cost less than a portion of hot or cold dessert</li> <li>• place fruit conveniently and prominently with other snack foods</li> <li>• offer fruit based desserts. Government Buying Standards for Food and Catering Services suggest at least half of desserts are fruit based (that is, have half raw weight of ingredients as fruit)</li> </ul>
<p><b>Tips on food-related customs</b></p>	<ul style="list-style-type: none"> <li>• some people such as Jains are vegetarian and do not eat root vegetables</li> <li>• caterers should check with individual customers about their needs</li> </ul>
<p><b>Allergy</b></p>	<ul style="list-style-type: none"> <li>• EU regulation states 14 foods which can cause</li> </ul>

<p><b>tips</b></p>	<p>allergic reactions, including celery and celeriac Where someone declares an allergy, check your food does not contain these ingredients</p> <ul style="list-style-type: none"> <li>• some people can be allergic to certain fruits, such as apples, peaches, melon, mango, pineapple and kiwi. Allergy to fruits can be linked to pollen allergy and hay fever</li> </ul>
<p><b>Food safety tips</b></p>	<ul style="list-style-type: none"> <li>• most fresh fruits and vegetables grown outdoors can occasionally harbour potential food poisoning micro-organisms which are present in soil, air and water, so produce intended to be eaten raw can be made safer by using hygienic growing practices and careful washing of fruit and vegetables with water</li> <li>• where produce is obtained directly from growers, enquiries should be made to determine the hygiene practices on the farm, including whether or not the farm is a member of an assurance scheme</li> <li>• if required, wash fruit and vegetables to be eaten raw with water before serving</li> </ul>
<p><b>GBS for food and catering services (relevant criteria)</b></p>	<ul style="list-style-type: none"> <li>• at least 50% of the volume of desserts available is based on fruit, which can be fresh, canned in fruit juice, dried or frozen</li> <li>• vegetables are cooked without added salt</li> <li>• a portion of fruit is cheaper than a portion of hot or cold dessert</li> <li>• meal deals include vegetables and one portion of fruit</li> </ul>

<b>Dairy and alternatives</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>• moderate amounts should be offered each day as milk in drinks, cheese, yoghurt or milk-based puddings and sauces</li> <li>• where appropriate choose lower fat, salt and sugar options or use higher fat/salt/sugar options in smaller amounts or less frequently</li> </ul>
<b>What foods are included</b>	<ul style="list-style-type: none"> <li>• all types of milk, including dried milk, reduced fat milk, goat's and sheep's milk</li> <li>• cheeses eg cheddar, cottage cheese, cheese spreads, Edam, goat's cheese, stilton</li> <li>• yoghurt (fruit or plain, whole milk or low-fat), or fromage frais</li> <li>• milk-based sauces, custard and milk puddings</li> <li>• calcium-fortified soya drinks</li> </ul>
<b>Why are they important</b>	<ul style="list-style-type: none"> <li>• milk and dairy products are excellent sources of calcium, which is needed for optimal bone strength as well as a source of protein and vitamin B12</li> <li>• the fat content of different dairy products varies, and much of this is saturated fat so use lower fat options where possible</li> <li>• fortified dried milks are a good source of vitamin D</li> <li>• milk, cheese and yoghurt are useful sources of riboflavin</li> </ul>
<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>• dairy products can be high in fat, salt and sugar. Ask suppliers for information on salt, fat, saturated fat and sugar content of their products</li> <li>• use Tables 3 and 4 to classify products as 'high, medium or low' in salt, fat, saturated fat and sugar</li> <li>• choose products that meet salt targets<sup>v</sup> wherever possible</li> <li>• dairy products can make a large contribution to the saturated fat content of your menu. Often, products are available that are lower in fat and saturates and can easily be incorporated into the menu</li> <li>• consider switching to semi-skimmed, 1% or skimmed milk</li> <li>• milk drinks such as milkshakes and yoghurt drinks</li> </ul>

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<sup>v</sup> Salt targets to be met by 2017 were published in March 2014. GBSF criteria relate to the targets to be met by 2012. Where products meeting the 2017 targets are available, these should be purchased in preference.

	<p>can be high in added sugars, so choose varieties that are lower in sugar</p> <ul style="list-style-type: none"> <li>• choose a variety of cheeses to vary the fat content. Hard cheeses such as cheddar tend to be higher in saturated fat than softer cheese such as Edam and Brie</li> <li>• crème fraiche and soured creams are available in lower fat varieties and can be used with little difference to the taste of the recipe</li> <li>• hard, cheddar-style cheese, used for general cooking use in catering kitchens, is available in lower fat varieties</li> </ul>
<p><b>Tips on cooking and serving foods</b></p>	<ul style="list-style-type: none"> <li>• use fromage frais, quark or plain yoghurt in dishes in place of some of the cream (taking care not to alter the taste or appearance of the dish)</li> <li>• offer frozen yoghurts as an alternative to ice cream, to reduce fat content</li> <li>• use lower fat milk in sweet and savoury sauces, custard and puddings</li> <li>• use béchamel, instead of cheese sauce, for dishes covered in cheese (eg lasagne)</li> <li>• use reduced fat cheese in sandwiches, on cheese boards, in sauces, and for toppings on hot dishes like jacket potatoes, gratins etc</li> <li>• use smaller amounts of stronger tasting cheese to provide flavour. This helps lower salt and fat content of dishes</li> <li>• grate cheese for use in salads, sandwiches and fillings; you will tend to use less</li> <li>• use plain yoghurt and fromage frais instead of cream, soured cream or crème fraîche</li> <li>• use lower fat milk when making milky drinks such as lattes and hot chocolate</li> </ul>
<p><b>Tips on food-related customs</b></p>	<ul style="list-style-type: none"> <li>• people who identify themselves as vegans, including some Rastafarians and Jains, will not consume milk products</li> <li>• Jewish law forbids eating a mixture of milk and meat</li> <li>• caterers should check with the individual customer about their needs or should invite individuals concerned to specify dietary preferences in advance of using catering facilities</li> </ul>
<p><b>Allergy tips</b></p>	<ul style="list-style-type: none"> <li>• some people are allergic or intolerant to milk and will need to avoid all milk products, including yoghurts and cheese</li> </ul>

	<ul style="list-style-type: none"> <li>• this includes milk from other species such as sheep and goats as well as cows' milk</li> <li>• there are a number of dairy alternative products such as soya or rice drinks. Choose alternatives that are fortified with nutrients such as calcium</li> </ul>
<p><b>Food safety tips</b></p>	<ul style="list-style-type: none"> <li>• unpasteurised (raw) milk and products made from unpasteurised milk, such as cheeses, may contain micro-organisms harmful to health and the FSA advice is that it should be avoided by vulnerable groups</li> <li>• milk and dairy products should always be refrigerated according to the manufacturers' instructions, which generally includes storing at temperatures below 8°C (ideally between 0°C and 4°C)</li> <li>• vulnerable groups should avoid unpasteurised and soft mould-ripened cheese (eg Camembert, Brie and soft blue-veined cheeses). These cheeses should be clearly labelled as they are more inclined to allow the growth of bacteria such as <i>Listeria</i>. Vulnerable groups are more susceptible to complications of food poisoning bacteria</li> </ul>
<p><b>GBS for food and catering services (relevant criteria)</b></p>	<ul style="list-style-type: none"> <li>• at least 50% of hard yellow cheese has a maximum total fat content of 25g/100g</li> <li>• at least 75% of milk is reduced fat</li> </ul>

<b>Beans, pulses, fish, eggs, meat and other proteins</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>• a source of protein from this food group should be offered at all main meals</li> <li>• fish should be offered at least twice a week, one of which should be oily (a typical portion is about 140g)</li> <li>• meat and fish alternatives for vegetarians and vegans should be varied and a variety of foods from this group should be used. Cheese may be used as a substitute for vegetarians. However, it should not be used too often as a source of protein as it can be high in salt and saturated fat</li> <li>• consider the amount and frequency of red and processed meats on your menu. It is recommended that those who consume more than 90g of red or processed meat per day reduce consumption to no more than 70g per day on average</li> </ul>
<b>What foods are included</b>	<ul style="list-style-type: none"> <li>• meat, poultry, offal, fish, eggs, nuts, beans, pulses, seeds and other non-dairy sources of protein</li> <li>• meat includes all cuts of beef, lamb and pork, as well as meat and meat products such as ham, bacon, salami, corned beef, beef burgers and sausages</li> <li>• fish includes any fresh, frozen and tinned fish, such as tuna, sardines, pilchards, and mackerel, and fish products such as fish cakes and fish fingers</li> <li>• oily fish includes salmon, sardines, trout and mackerel</li> <li>• all eggs eg boiled, poached, scrambled, fried, omelettes</li> <li>• beans and pulses eg baked beans, chickpeas, butter beans, kidney beans and lentils are in this group and provide a good source of protein for vegetarians. They are also low in fat and can be used to increase the fibre content of meals</li> <li>• other protein products suitable for vegetarians, such as nuts, tofu and quinoa and textured protein products such as soya and mycoprotein (Quorn®)</li> </ul>
<b>Why are</b>	<ul style="list-style-type: none"> <li>• meat and fish are a good source of protein,</li> </ul>

<p><b>these foods important</b></p>	<p>vitamins and minerals such as iron and all the B vitamins except folate. Meat is a particularly good source of riboflavin</p> <ul style="list-style-type: none"> <li>• oily fish provide long chain omega-3 fatty acids, which may help to prevent heart disease. Such foods are also a source of vitamin D and iron</li> <li>• beans and pulses are sources of protein, fibre and iron</li> <li>• eggs are useful sources of protein, vitamin A, vitamin D and riboflavin (B2)</li> <li>• nuts provide a source of protein, iron, fibre and essential fatty acids</li> </ul>
<p><b>Tips on choosing foods</b></p>	<ul style="list-style-type: none"> <li>• ask suppliers for information on the salt, fat and saturated fat content of their products</li> <li>• use tables 3 and 4 to classify products as 'high, medium or low' in salt, fat, saturated fat and sugar</li> <li>• choose products that meet salt targets wherever possible</li> <li>• choose a variety of meats and meat products and choose less red and processed meat</li> <li>• choose lean cuts of meat where possible. Some types and cuts of meat are higher in fat, particularly saturated fat</li> <li>• look for meat products with higher meat content, look at the label for more information – also consider the fat and salt content</li> <li>• oily fish, such as herring, mackerel, pilchards, salmon, sardines, trout or roe and egg yolks, are rich in vitamin D</li> <li>• choose tinned fish in spring water rather than oil</li> <li>• source fish (including where it is an ingredient in a composite product) from sustainable sources meeting the FAO Code of Conduct for Responsible Fisheries (includes Marine Stewardship Council certification and Marine Conservation Society "fish to eat" or equivalent). Avoid 'red list' or endangered species of farmed or wild fish (Marine Conservation Society 'fish to avoid')</li> <li>• turkey and chicken are lower fat options particularly when the skin is removed</li> <li>• meat products in pastry, such as pies and sausage rolls, are often high in fat. Choose the lower fat options where available</li> </ul>

	<ul style="list-style-type: none"> <li>• look for canned beans and pulses with no added salt and sugar</li> <li>• liver/liver pâté is a useful source of nutrients but liver and liver products should not be served more than once a week as they contain a lot of vitamin A and there are risks of having too much particularly for specific groups of people</li> <li>• conventional battery cages for laying hens have been banned in the EU since January 2012. Enriched cages are used in Britain</li> <li>• free-range or organic egg options are also available and guarantee higher animal welfare standards</li> </ul>
<p><b>Tips on cooking and serving foods</b></p>	<p>Preparation</p> <ul style="list-style-type: none"> <li>• remove visible fat from meat and skin from poultry</li> </ul> <p>Cooking</p> <ul style="list-style-type: none"> <li>• stand poultry and joints on racks when cooking to allow the fat to flow away</li> <li>• larger pieces of meat will absorb less fat than smaller pieces</li> <li>• boil, bake, grill or poach rather than frying or roasting where possible as this will lower the fat content</li> <li>• add pulses to meat dishes to increase the fibre content and reduce the fat content per portion</li> <li>• if frying, make sure the temperature is correct, change fat/oil regularly and drain well to reduce fat content</li> <li>• when baking fish, brush with unsaturated vegetable oil rather than butter</li> <li>• boil, poach or scramble eggs rather than frying them</li> <li>• gradually, lower the salt content of food you cook to allow customers' taste buds to adapt. Try using garlic, herbs and spices to flavour foods</li> </ul> <p>Serving</p> <ul style="list-style-type: none"> <li>• serve red and processed meat and processed fish eg coated chicken, burgers and fish fingers less often</li> <li>• serve slightly less meat with extra vegetables and starchy foods</li> <li>• serve foods with tomato or vegetable based</li> </ul>

	<p>saucers rather than creamy, buttery sauces to lower the fat content</p> <ul style="list-style-type: none"> <li>• quiches and flans can be high in fat and salt, so try not to provide these too often</li> <li>• offer smoked meats and fish less often as they can be high in salt</li> <li>• serve oily fish as pâtés and spreads on bread and toast</li> <li>• if a dish must be finished with butter, try lightly brushing with melted butter before serving</li> <li>• when serving foods with gravy opt for lower salt versions of gravy mixes, or stock/bouillon cubes/granules</li> <li>• season food sparingly with salt or seasonings containing salt. Note that a chef's palette may be less sensitive to salt than those of many of the customers'</li> <li>• nuts and seeds can be a good alternative to snacks high in saturated fat, however avoid salted nuts where possible</li> <li>• seeds can be eaten raw, dry fried or dry roasted in a frying pan or in a roasting tin without any oil</li> </ul>
<p><b>Tips on food-related customs</b></p>	<ul style="list-style-type: none"> <li>• Rastafarians and Jains are mainly vegetarian or vegan</li> <li>• practicing Jews consume kosher meat only and do not consume pork, pork products or shellfish</li> <li>• Eggs should not contain blood spots</li> <li>• Practicing Muslims consume halal meat only and will not consume pork or pork products. This includes gelatine</li> <li>• Jews who eat kosher foods do not eat meat products at the same time as, or immediately before or after, foods/meals containing milk</li> <li>• Hindus and Sikhs may not eat beef and other meat consumption may be restricted</li> <li>• caterers need to prepare for cultural and religious food sensitivities and also be aware that some individuals/groups may fast on occasion. Fasting may involve exclusion of meat and/or other foods at specific times</li> </ul>
<p><b>Allergy tips</b></p>	<ul style="list-style-type: none"> <li>• some people are allergic to tree nuts, peanuts, lupin, fish, crustaceans, molluscs and eggs. The labelling of bought-in products will need to be checked carefully to see if these allergenic foods</li> </ul>

	are used as ingredients
<b>Food safety tips</b>	<ul style="list-style-type: none"> <li>• always store meat and fish in the fridge, following manufacturers' instructions, or at a temperature below 5 °C</li> <li>• always ensure that uncooked meat/fish and ready to eat foods are stored apart. Ideally, raw meat/fish should be covered and stored on the bottom shelf where they cannot drip onto other foods. Cooked meat and fish should be covered and stored above raw meat/fish in the fridge</li> <li>• eggs are a useful source of nutrients but when served to vulnerable groups they should always be well cooked, until both the yolk and white are solid. This is to avoid the risk of Salmonella, which causes a type of food poisoning. Alternatively, for foods that require raw eggs to be used, eg meringues, consider using pasteurised egg</li> <li>• vulnerable groups should avoid all types of pâté, including vegetable. This is because pâté can sometimes contain Listeria</li> <li>• always ensure that meat is well cooked. This is especially important with poultry, pork, offal and products made from minced meat, such as sausages and burgers. Make sure these are cooked until they are piping hot all the way through, any juices run clear and no pink meat is left</li> <li>• vulnerable groups should avoid raw shellfish. This is because raw shellfish can sometimes contain harmful bacteria and viruses that could cause food poisoning. It is far safer to eat shellfish as part of a hot meal, such as in a curry</li> </ul>

**GBS for  
food and  
catering  
services  
(relevant  
criteria)**

- meat and meat products (procured by volume) are lower in saturated fat where available
- at least 75% of ready meals contain less than 6g saturated fat per portion
- if caterers serve lunch and an evening meal, fish is provided twice a week, one of which is oily. If caterers only serve lunch or an evening meal, an oily fish is available at least once every three weeks
- at least 50% of meat and meat products meet salt targets<sup>vi</sup>

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<sup>vi</sup> Salt targets to be met by 2017 were published in March 2014. GBSF criteria relate to the targets to be met by 2012. Where products meeting the 2017 targets are available, these should be purchased in preference.

<b>Oils and spreads</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>• use foods containing fat sparingly</li> <li>• choose unsaturated oils and use in small amounts</li> </ul>
<b>What's included</b>	<ul style="list-style-type: none"> <li>• oils and spreads containing unsaturated fats include: reduced and low fat spreads, cooking oils (eg rapeseed, sunflower and olive oils)</li> </ul>
<b>Why are they important</b>	<ul style="list-style-type: none"> <li>• oils and spreads are high in energy and can contribute to excess energy intakes if they are eaten in large amounts</li> <li>• having too much saturated fat can increase the amount of cholesterol in the blood, which increases the chance of developing heart disease</li> </ul>
<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>• ask suppliers about and check the levels of salt, fat and saturated fat in their products</li> <li>• use Tables 3 and 4 to classify products as 'high, medium or low' in salt, fat and saturated fat</li> <li>• where possible choose products that meet salt targets<sup>vii</sup></li> <li>• choose cooking and spreading fats that are based on unsaturated (that is, monounsaturated and polyunsaturated) fats wherever possible</li> <li>• choose unsaturated cooking oils such as soya, sunflower, rapeseed and olive oils for cooking and salad dressings</li> <li>• choose reduced or low fat spreads based on unsaturated fats such as rapeseed oil, sunflower oil, soya oil or olive oil</li> </ul>
<b>Tips on cooking and serving foods</b>	<p>Lowering fat</p> <ul style="list-style-type: none"> <li>• consider using spreads that are soft straight from the fridge, so it is easier to spread thinly</li> <li>• offer fewer fried foods</li> <li>• do not automatically garnish potatoes and vegetables with butter or fat spread prior to service</li> <li>• ensure correct temperatures when frying so that foods absorb less fat</li> </ul>
<b>Tips on food-related customs</b>	<ul style="list-style-type: none"> <li>• many cultural and family events may include traditional foods that are high in fat. Providing these foods occasionally as part of a celebration or festival is important for many adults</li> </ul>
<b>Allergy tips</b>	<ul style="list-style-type: none"> <li>• cooking and aromatic oils can be made from peanuts, soya, tree nuts (such as walnut), and sesame seeds. Always check where such oils are</li> </ul>

<sup>vii</sup> Salt targets to be met by 2017 were published in March 2014. GBSF criteria relate to the targets to be met by 2012. Where products meeting the 2017 targets are available, these should be purchased in preference.

	used and whether the person has an allergy to them
<b>Food safety tips</b>	<ul style="list-style-type: none"><li>• always follow manufacturers' instructions</li></ul>
<b>GBS for food and catering services (relevant criteria)</b>	<ul style="list-style-type: none"><li>• at least 75% of oils and spreads are based on unsaturated fats</li></ul>

<b>Foods high in fat, salt and sugars</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>the foods listed in the ‘what’s included’ section below are not needed in the diet and so, if included, should be consumed infrequently and in small amounts. Use foods high in fat (particularly saturated fat), salt and/or sugar sparingly. Look out for lower fat/salt/sugar alternatives or eat these foods in smaller amounts</li> <li>snacking on sugary foods and drinks throughout the day is discouraged as this can cause tooth decay</li> </ul>
<b>What’s included</b>	<ul style="list-style-type: none"> <li>foods high in fat, saturated fat, salt and sugar including: butter, other spreading fats containing predominantly saturated fats, saturated cooking fats (eg lard, palm oil and coconut oil), mayonnaise, table sauces, cream, crisps, biscuits, pastries, cakes, ice cream, chocolate, sweets, jams, honey, table sugar and full-sugar soft drinks</li> </ul>
<b>Why are they important</b>	<ul style="list-style-type: none"> <li>foods from this group principally provide energy in the forms of fats and sugars but may contain other nutrients in much smaller amounts. Some can also be high in salt. These nutrients are consumed in greater amounts than required and are associated with disease progression and/or dental caries</li> <li>foods from this group can contribute to excess energy intakes if they are eaten in large amounts</li> <li>having too much saturated fat can increase the amount of cholesterol in the blood, which increases the chance of developing heart disease</li> <li>having too much salt can raise blood pressure, which increases the risk of cardiovascular disease</li> <li>often, foods high in calories offer few other nutrients. It is important that these foods do not displace more nutrient rich foods</li> </ul>
<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>ask suppliers about and check the levels of salt, fat, saturated fat and sugars in their products</li> <li>use Tables 3 and 4 to classify products as ‘high,</li> </ul>

	<p>medium or low' in salt, fat, saturated fat and sugar</p> <ul style="list-style-type: none"> <li>• where possible choose products that meet salt targets<sup>viii</sup></li> <li>• opt for smaller pack sizes of confectionery, savoury snacks and sugary soft drinks</li> <li>• choose cooking and spreading fats that are based on monounsaturated and polyunsaturated fats wherever possible</li> <li>• choose unsaturated cooking oils eg soya, rapeseed, sunflower and olive oils for cooking and salad dressings</li> <li>• choose fat spreads containing predominantly unsaturated oils such as rapeseed oil, sunflower oil, soya oil or olive oil</li> <li>• choose a range of cold drinks that are lower in sugar eg water, diet, sugar free and no added sugar drinks and lower fat milks</li> <li>• choose lower sugar, wholegrain breakfast cereals rather than those coated with sugar or honey</li> </ul>
<p><b>Tips on cooking and serving foods</b></p>	<p>Lowering fat</p> <ul style="list-style-type: none"> <li>• consider using spreads that are soft straight from the fridge, so it is easier to spread thinly</li> <li>• choose tomato and vegetable based sauces rather than cream-based ones</li> <li>• offer fewer fried foods</li> <li>• use reduced calorie mayonnaise in dressings or dilute with lower fat yoghurt</li> <li>• serve salad dressings and dessert toppings separately so that customers can decide how much they want</li> <li>• do not automatically garnish potatoes and vegetables with butter or fat spreads prior to service</li> <li>• ensure correct temperatures when frying so that foods absorb less fat</li> </ul> <p>Lowering sugar</p> <ul style="list-style-type: none"> <li>• reduce the amount of sugar used in dishes where practical and acceptable</li> <li>• use dried or fresh fruit to sweeten dishes</li> <li>• try halving the sugar you use in your recipes. This</li> </ul>

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<sup>viii</sup> Salt targets to be met by 2017 were published in March 2014. GBSF criteria relate to the targets to be met by 2012. Where products meeting the 2017 targets are available, these should be purchased in preference.

	works for most recipes except jam, meringues and ice cream
<b>Tips on food-related customs</b>	<ul style="list-style-type: none"> <li>many religious celebrations may include traditional foods that are high in fat or sugars. Providing these foods occasionally as part of a celebration or festival is important for many adults</li> </ul>
<b>Allergy tips</b>	<ul style="list-style-type: none"> <li>many foods high in fat or sugar, such as cakes and biscuits, can contain ingredients such as cereals containing gluten, soya, eggs, milk, sesame seeds, lupin, peanut or tree nuts and are not suitable for people allergic to these foods. Check the ingredients list or recipe sheet to see if it is suitable when preparing food for those with allergies</li> </ul>
<b>Food safety tips</b>	<ul style="list-style-type: none"> <li>where providing food for vulnerable groups use products where the egg has been pasteurised. This is to avoid the risk of salmonella, which causes a type of food poisoning</li> </ul>
<b>GBS for food and catering services (relevant criteria)</b>	<ul style="list-style-type: none"> <li>biscuits, cakes and pastries (procured by volume) are lower in saturated fat where available</li> <li>at least 50% of breakfast cereals (procured by volume) do not exceed 22.5g/100g total sugar. Many popular breakfast cereals are high in sugar</li> <li>at least 75% of ready meals contain less than 6g saturated fat per portion</li> <li>at least 75% of oils and spreads are based on unsaturated fats</li> <li>from the end of 2015 all palm oil (including palm kernel oil and products derived from palm oil) used for cooking and as an ingredient in food must be sustainably produced</li> </ul> <p><b>Voluntary best practice criteria</b></p> <ul style="list-style-type: none"> <li>all sugar sweetened beverages to be no more than 330ml pack size and no more than 20% of beverages (procured by volume) may be sugar sweetened. No less than 80% of beverages (procured by volume) may be low calorie/no added sugar beverages (including fruit juice and water)</li> <li>confectionery and packet sweet snacks are in the smallest standard single serve portion size available within the market and not to exceed 250kcal</li> <li>savoury snacks are only available in packet sizes of 30g or less</li> </ul>

<b>Non-food category specific GBSF criteria</b>	
<b>Table salt</b>	salt should not be available on tables
<b>Ethical trading</b>	Consider purchasing fair trade tea and coffee. To meet GBSF at least 50% of tea and coffee is fairly traded. To meet best practice elements of GBSF, all tea, coffee, cocoa and bananas is certified as fairly traded
<b>Water</b>	Tap water should be visible and freely available and such provision should be promoted Pre-bottled water (mineral or spring) should not be included in any hospitality menu
<b>Menu analysis Calorie and allergen labelling</b>	To help provide information to customers, menu cycles should be analysed to meet stated nutrient-based standards relevant to the major population subgroup of the catering provision. This would also support action on monitoring of the contract. This information would also allow menus (for food and beverages) to include calorie and allergen labelling. To meet best practice elements of GBSF both these criteria must be met
<b>Production standards</b>	All food served must be produced in a way that meets UK legislative standards for food production, or equivalent standards <sup>ix</sup> . See the annexe within Appendix 1 for a list of relevant legislation. Procurers or catering contractors must ensure that food is verifiable as meeting these standards by either checking that farm inspection systems meet UK standards of inspection or their equivalent, or if not, that they are subject to an independent assurance system
<b>Traceability of fresh, chilled and frozen produce</b>	Catering contractors or food suppliers are to ensure the traceability of fresh, chilled and frozen produce in accordance with current UK legislation or equivalent
<b>Authenticity</b>	Catering contractor or suppliers must have systems in place to enable it to check and ensure authenticity of products
<b>Origin of</b>	In line with the industry principles on country of origin

<sup>ix</sup> GBSF notes that if in any particular circumstances, this leads to a significant increase in costs, which cannot reasonably be compensated for by savings elsewhere, the procuring authority shall agree with the catering contractor or supplier to depart from this requirement. The reasons for doing so shall be noted and recorded. This decision shall be signed off by the Head of Procurement or equivalent senior official of the government department or other public body.

<b>meat and dairy</b>	information <sup>x</sup> , food and catering service suppliers shall indicate the origin of the meat, meat products and dairy products either on the menu or accompanying literature. If this is not practicable, then at minimum the information must be available and be provided on request to the procuring authority or end consumer
<b>Animal welfare</b>	All food served must be produced in a way that meets UK legislative standards for animal welfare, or equivalent standards <sup>xi</sup>
<b>Higher environmental production standards</b>	To meet mandatory elements of GBSF at least 10% of the total monetary value of primary commodity (ie raw ingredient) food and drink procured shall be inspected and certified to meet publicly available organic standards, Integrated Production (IP) or Integrated Farm Management (IFM) standards. Such standards require systematic and integrated management of natural habitats, energy, water and waste, and management of soils, landscape and watercourses for example. To meet best practice criteria of GBSF, at least 40% of the total monetary value of primary commodity (ie raw ingredient) food and drink procured shall be inspected and certified to publicly available organic standards or Integrated Production standards

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<sup>x</sup> [www.fdf.org.uk/publicgeneral/principles\\_on\\_country\\_of\\_origin\\_information.pdf](http://www.fdf.org.uk/publicgeneral/principles_on_country_of_origin_information.pdf)

<sup>xi</sup> Please refer to: [www.gov.uk/animal-welfare](http://www.gov.uk/animal-welfare)

UK standards are generally similar to EU standards for food production. There are, however, differences in animal welfare standards for some aspects of pig meat and broiler chicken production. Broiler chicken, pork and pork products must be compliant with UK standards, as set out in the Welfare of Farmed Animals Regulations 2007 (as amended). If in any particular circumstances, this leads to a significant increase in costs, which cannot reasonably be compensated for by savings elsewhere, the procuring authority shall agree with the catering contractor or supplier to depart from this requirement. The reasons for doing so shall be noted and recorded. This decision shall be signed off by the Head of Procurement or equivalent senior official of the government department or other public body. In such an eventuality, EU standards or equivalent shall be met at minimum.

## 7. Reducing saturated fat, salt and sugar

- 7.1 Undernutrition is a result of failing to eat enough food or absorb enough nutrients. In the UK, it is likely to be due to poor appetite because of illness (physical or psychological) and/or the presence of disease that interferes with the absorption or utilisation of nutrients. In older people, it can be due to a range of problems (physical ones such as poor hand grip, eyesight and poor oral health, underlying chronic diseases such as cancer, mental health issues including dementia and depression and psychosocial issues. Some medication or combinations of medication and treatments can affect taste and digestion). Problems often interact in a complex cycle, which drives weight loss.
- 7.2 While it is essential that the energy and wider nutrient requirements for older people are met, concerns about risk of malnutrition and specifically undernutrition does not necessarily require frequent provision of foods that are high in saturated fat and/or free sugars. A short period of food fortification using the latter may be recommended for someone to acquire or regain an appropriate healthy weight. However, the causes of malnutrition in older people are known to be complex and, therefore, action should be taken to refer to an appropriately trained health professional to determine specific requirements but also to monitor and evaluate outcomes in the short and longer term.
- 7.3 There is a strong link between high salt intake and high blood pressure. Salt should not be overused to compensate for loss of taste in older people as it is important to reduce salt intake to help ensure blood pressure stays within a healthy range. Spices, dried and fresh herbs, roots (such as garlic and ginger), citrus, vinegars and wine can all be used as flavour enhancers in place of salt.
- 7.4 The food industry has reformulated some products to contain a lower content of salt, saturated fat and sugar and some members of the food industry continue to work towards lower salt, saturated fat and sugar products.
- 7.5 When choosing products refer to Tables 3 and 4 to help select those that are lower in fat, saturated fat, sugars and salt where possible. These high, medium and low nutrient criteria are also used for colour code labelling. This labelling is being used on front-of-pack by some food manufacturers to help people make a healthier choice<sup>xii</sup>

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<sup>xii</sup> For further information, see the Front of Pack nutrition labelling guidance published by the Department of Health. Available at: [www.gov.uk/government/publications/front-of-pack-nutrition-labelling-guidance](http://www.gov.uk/government/publications/front-of-pack-nutrition-labelling-guidance)

**Table 3. Criteria for 100g of food**

	<b>Low</b>	<b>Medium</b>	<b>High</b>	
<b>Total fat</b>	3.0g or less per 100g	More than 3.0g and less than or equal to 17.5g per 100g	More than 17.5g per 100g	More than 21g per portion*
<b>Saturated fat (saturates)</b>	1.5g or less per 100g	More than 1.5g and less than or equal to 5.0g per 100g	More than 5.0g per 100g	More than 6.0g per portion*
<b>(Total) sugars</b>	5.0g or less per 100g	More than 5.0g and less than or equal to 22.5g per 100g	More than 22.5g per 100g	More than 27g per portion*
<b>Salt**</b>	0.3g or less per 100g	More than 0.3g and less than or equal to 1.5g per 100g	More than 1.5g per 100g	More than 1.8g per portion*

\* Portion size criteria apply to portions/serving sizes greater than 100g.

\*\*Sodium from all sources expressed as salt.

**Table 4. Criteria for drinks (per 100ml)**

	<b>Low</b>	<b>Medium</b>	<b>High</b>	
<b>Total fat</b>	1.5g or less per 100ml	More than 1.5g and less than or equal to 8.75g per 100ml	More than 8.75g per 100ml	More than 10.5g per portion*
<b>Saturated fat (saturates)</b>	0.75g or less per 100ml	More than 0.75g and less than or equal to 2.5g per 100ml	More than 2.5g per 100ml	More than 3g per portion*
<b>(Total) sugars</b>	2.5g or less per 100ml	More than 2.5g and less than or equal to 11.25g per 100ml	More than 11.25g per 100ml	More than 13.5g per portion*
<b>Salt**</b>	0.3g or less per 100ml	More than 0.3g and less than or equal to 0.75g per 100ml	More than 0.75g per 100ml	More than 0.9g per portion*

\*Portion size criteria apply to portions/serving sizes greater than 150ml.

\*\* Sodium from all sources expressed as salt.

## 8. Taking action

8.1 This section contains learning from activity within a range of settings to introduce healthier and/or more sustainable catering services and provides examples of how others have worked towards healthier and more sustainable catering. These demonstrate how it is possible to offer a range of healthy food options within a diverse range of settings and include examples of settings where GBSF standards in place at the time were met.

8.2 Key considerations when planning changes to food provision include:

- strong leadership to engage and ensure delivery
- a willingness to learn from research
- good communication about what and why changes are happening with both staff and service users
- ensuring those responsible for buying ingredients and food have the right knowledge and information to make informed choices about these products. This may require asking suppliers for particular information on salt, fat, sugar and environmental standards etc
- clear communication between buyers and kitchen staff
- support for those cooking and serving the food
- a plan for ensuring delivery eg monitoring and evaluation

8.3 The action research project *Implementing healthier menus in residential care homes for older people*<sup>20</sup> highlighted that the concept of 'healthier menus' was considered synonymous with 'dieting' and 'deprivation' for many staff and therefore not seen as relevant or appropriate for older people. Eating for Health was considered a better approach for communicating changes to food provision. The authors highlighted the use of a number of strategies to support care home staff to understand and make changes to menus including:

- clarifying the purpose of food guidelines and potential benefits to residents. Eating for Health was considered a better approach for communicating changes to food provision
- highlighting compatibility with existing goals and priorities (this would now include CQC's essential standards of care)
- providing training in the nutrition principles behind the guidelines and menu development
- encouraging ownership of modified menus by involving staff and residents in the process of menu development

- ensuring there is adequate resource to support staff to make changes<sup>xiii</sup>

### **Research insight supports healthier menus in care homes for older people**

The Food Standards Agency (FSA) commissioned an action research project<sup>20</sup> to work with care homes on a rolling basis to work towards or meet tier 2007 guidance for food served to older people in care homes<sup>21</sup>. The study assessed capacity to meet the nutrient standards in the FSA guidance, barriers and effective means of overcoming these.

Six key factors influenced introduction and normalisation of modified menus, including prejudices towards the concept of 'healthier menus', compatibility with other priorities, perceived threats to autonomy, capacity and resources to develop and implement the menus and obtaining accurate feedback from clients.

Modifying menus in line with the FSA guidelines resulted in increased nutrient density of food provided in care homes. Strategies that facilitated adoption of FSA guidance were clarification of purpose and potential benefits, highlighting compatibility with existing goals, encouraging ownership, providing training, negotiating adequate resources and strategies for reviewing and adapting menus.

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<sup>xiii</sup> Such changes do not necessarily mean increased costs.

8.4 The Scottish Government, the Care Commission and Care Homes for Older People Dietitians Network worked together to train 112 people working in care homes across Scotland as Nutrition Champions<sup>22</sup>. Chefs, care workers and managers working in residential care settings were trained as 'Nutrition Champions'. The benefits of the programme included:

- a grounding in nutrition, which allowed them to make a positive change in their care home
- essential support from other Nutrition Champions, including the chance to share their experiences and resolve problems together
- knowledge and new skills and confidence in all aspects of practice, including managing change, involving people, gathering and using evidence, providing support and feedback, and project planning
- the chance to challenge and change current care practice in their care homes, including staff attitudes, and raising staff awareness of ways of improving nutritional wellbeing
- the opportunity to implement basic changes to the choice, availability and accessibility of food, juices and water for residents
- the opportunity to flourish and raise the profile of nutrition/hydration and residents' needs in their care home

#### **Championing healthier menus in care homes**

"A staff nurse established a dedicated nutrition committee. Once a month she meets with her manager, two chefs, carer, charge nurse and one resident. She has found this group invaluable in helping to take her project forward. It ensures that nutrition is treated seriously and problems can be aired and solutions identified".

*Nutrition Champions in Care Homes<sup>22</sup>*

8.5 Availability and short-term cost can also be an issue. The action research project in care homes<sup>20</sup> highlighted the barrier of being unable to access healthier ingredients on procurement contracts. Suppliers are likely to have all the information that those responsible for buying ingredients/foods will need (such as saturated fat, salt, sugar and fibre content). However, it is important that those responsible for buying regularly ask for this information to inform their choices.

8.6 Commissioners of food and catering services in residential care settings should ensure that contract specifications include clear nutrition and sustainability standards.

8.7 A communication plan for all involved is necessary to ensure wider commitment for the delivery of healthier, more sustainable food provision across the service. This will provide those responsible for procurement, food preparation and food service with clear guidance about their responsibilities to enable delivery of healthier and more sustainable food.

8.8 PHE has published a **range of tools** available to help those responsible for the commissioning, procurement and preparation of healthier, more sustainable food provision in a diverse range of settings including residential care.

**PHE tools to help deliver a healthier, more sustainable food provision**

PHE has developed a range of tools to support those who commission, prepare and serve healthier, more sustainable food. These include a GBSF checklist, information for commissioners and information for procurers.

## 9. Further information

9.1 A range of documents and policies addressing the needs of older people with different nutritional needs are also available (eg for those who may be undernourished and/or need textured foods - although some may have been published before publication of the new Eatwell Guide and new dietary recommendations for sugar and fibre):

- The 10 Key Characteristics of Good Nutritional Care:  
[www.england.nhs.uk/commissioning/nut-hyd/10-key-characteristics/](http://www.england.nhs.uk/commissioning/nut-hyd/10-key-characteristics/)  
and supporting factsheets at [www.thenacc.co.uk](http://www.thenacc.co.uk)
- other relevant documents from the National Association of Care Catering website:  
[www.thenacc.co.uk](http://www.thenacc.co.uk)  
For example:
  - Dysphagia Diet Food Texture Descriptors
  - Water for Healthy Ageing – Hydration Best Practice Toolkit for Care Homes
- The British Dietetic Association Nutrition and Hydration Digest at:  
[www.bda.uk.com/publications/NutritionHydrationDigest.pdf](http://www.bda.uk.com/publications/NutritionHydrationDigest.pdf)
- The British Dietetic Association Malnutrition Food Fact Sheet at:  
[www.bda.uk.com/foodfacts/MalnutritionFactSheet.pdf](http://www.bda.uk.com/foodfacts/MalnutritionFactSheet.pdf)
- Caroline Walker Trust - Eating Well: Supporting Older People and Older People with Dementia; and Eating Well for Older People: Practical and Nutritional Guidelines for Food in Residential and Community Care at:  
[www.cwt.org.uk/publications/](http://www.cwt.org.uk/publications/)
- Royal Institute of Public Health: Nutritional guidelines and menu checklist:  
[www.publichealth.hscni.net/publications/nutritional-guidelines-and-menu-checklist-residential-and-nursing-homes](http://www.publichealth.hscni.net/publications/nutritional-guidelines-and-menu-checklist-residential-and-nursing-homes)
- Alzheimer's Society guide to catering for people with dementia:  
[www.alzheimers.org.uk/info/20114/publications\\_about\\_caring\\_for\\_a\\_person\\_with\\_dementia/956/alzheimers\\_society\\_guide\\_to\\_catering\\_for\\_people\\_with\\_dementia](http://www.alzheimers.org.uk/info/20114/publications_about_caring_for_a_person_with_dementia/956/alzheimers_society_guide_to_catering_for_people_with_dementia)
- Malnutrition Taskforce - Malnutrition in Later Life: Prevention and Early Intervention Best Practice Principles and Implementation Guide:  
[www.malnutritiontaskforce.org.uk/wp-content/uploads/2014/07/COM-Prevention\\_Early\\_Intervention\\_Of\\_Malnutrition\\_in\\_Later\\_Life\\_Local\\_community.pdf](http://www.malnutritiontaskforce.org.uk/wp-content/uploads/2014/07/COM-Prevention_Early_Intervention_Of_Malnutrition_in_Later_Life_Local_community.pdf)
- see also Malnutrition Task Force:  
[www.malnutritiontaskforce.org.uk](http://www.malnutritiontaskforce.org.uk)

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5. See Care Quality Commission website: [www.cqc.org.uk/content/care-homes](http://www.cqc.org.uk/content/care-homes) (accessed 9 January 2017)
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## Appendix 1. Government Buying Standards for Food and Catering Services

<b>THE GOVERNMENT BUYING STANDARD FOR FOOD AND CATERING SERVICES<sup>xiv</sup></b>	
<p>Central government procurers directly or through their catering contractors are required to apply this GBS. Others are encouraged to follow it. It includes a set of minimum mandatory standards for inclusion in tender specifications and contract performance conditions. It also includes some best practice standards that are recommended but not required.</p> <p>The Balanced Scorecard is a supporting tool to use in order to procure food and catering services. It goes beyond production standards, resource efficiency and nutrition, helping to provide a comprehensive tool for setting technical specifications and evaluating bids. It includes award criteria to reward good practice, and further stimulate investment and innovation.</p>	
<b>IMPACT AREA</b>	<b>MANDATORY STANDARDS</b>
<b>A. Production, processing and distribution</b>	
1. Production standards	<p>All food served must be produced in a way that meets UK legislative standards for food production, or equivalent standards. Please refer to the annex below for a list of relevant legislation.</p> <p>If in any particular circumstances, this leads to a significant increase in costs, which cannot reasonably be compensated for by savings elsewhere, the procuring authority shall agree with the catering contractor or supplier to depart from this requirement and the reasons for doing so shall be noted and recorded. This decision shall be signed off by the Head of Procurement, or equivalent senior official of the government department, or other public body.</p>

<sup>xiv</sup> The Government Buying Standards for Food and Catering Services were updated in March 2015 to clarify wording regarding sweetened beverages.

	<p>Procurers or catering contractors must ensure that food is verifiable as meeting these standards by either checking that farm inspection systems meet UK standards of inspection or their equivalent, or if not, that they are subject to an independent assurance system.</p>
2. Traceability of fresh, chilled and frozen produce	<p>Catering contractors or food suppliers shall ensure the traceability of fresh, chilled and frozen produce in accordance with current UK legislation or equivalent.</p>
3. Authenticity	<p>The catering contractor or supplier must have systems in place to enable it to check and ensure authenticity of products.</p>
4. Origin of meat and dairy	<p>In line with the industry principles on country of origin information<sup>1</sup>, food and catering service suppliers shall indicate the origin of the meat, meat products and dairy products on either the menu or accompanying literature. If this is not practicable then, at minimum, the information must be available and be provided on request to the procuring authority or end consumer.</p> <p><sup>1</sup><a href="http://www.fdf.org.uk/publicgeneral/principles_on_country_of_origin_information.pdf">www.fdf.org.uk/publicgeneral/principles_on_country_of_origin_information.pdf</a></p>
<b>Animal welfare</b>	
5. Animal welfare	<p>All food served must be produced in a way that meets UK legislative standards for animal welfare, or equivalent standards. Please refer to: <a href="http://www.gov.uk/animal-welfare">www.gov.uk/animal-welfare</a></p> <p>UK standards are generally similar to EU standards for food production. There are, however, differences in animal welfare standards for some aspects of pig meat and broiler chicken production. Broiler chicken, pork and pork products must be compliant with UK standards, as set out in the Welfare of Farmed Animals Regulations 2007 (as amended).</p> <p>If in any particular circumstances, this leads to a significant increase in costs, which cannot reasonably be compensated for by savings elsewhere, the procuring authority shall agree with the catering</p>

	<p>contractor or supplier to depart from this requirement and the reasons for doing so shall be noted and recorded. This decision shall be signed off by the Head of Procurement or equivalent senior official of the government department or other public body. In such an eventuality, EU standards shall be met at minimum.</p>
<p>6. Eggs</p>	<p>All eggs, including fresh in-shell, liquid and powdered eggs, are sourced from systems that do not use conventional cages. If from a caged system, enriched cages must be used.</p>
<p><b>Environment</b></p>	
<p>7. Higher environmental production standards</p>	<p>At least 10% of the total monetary value of primary commodity (ie raw ingredient) food and drink procured shall be inspected and certified to:</p> <p>i) Publicly available Integrated Production (IP) or Integrated Farm Management (IFM) standards that require the systematic and integrated management, at farm level, of:</p> <ul style="list-style-type: none"> <li>• natural habitats and biodiversity</li> <li>• prevention and control of pollution</li> <li>• energy, water and waste</li> <li>• management of soils, landscape and watercourses</li> </ul> <p>and contain within their scope requirements that are consistent with the definition of Integrated Pest Management (IPM) contained in European Council Directive 2009/128/EC</p> <p>OR</p> <p>ii) Publicly available organic standards compliant with European Council Regulation 834/2007 on organic production and labelling of organic products.</p> <p>NOTE: The 10% is of the total monetary value and can be made up of any combination of commodities allowing the procurer flexibility to find the best solutions</p>

	for their circumstances.
8. Palm oil	<p>From the end of 2015 all palm oil (including palm kernel oil and products derived from palm oil) used for cooking and as an ingredient in food must be sustainably produced<sup>1</sup>.</p> <p><sup>1</sup>Support and advice on procuring sustainable palm oil is available from <a href="http://www.cpet.org.uk">www.cpet.org.uk</a> (e-mail: <a href="mailto:cpet@efeca.com">cpet@efeca.com</a>, telephone 01305 236100).</p>
9. Fish	<p>All fish<sup>1</sup> are demonstrably sustainable with all wild-caught fish meeting the FAO Code of Conduct for Responsible Fisheries (includes Marine Stewardship Council certification and Marine Conservation Society ‘fish to eat’, or equivalent).</p> <p>No ‘red list’ or endangered species of farmed or wild fish shall be used (Marine Conservation Society ‘fish to avoid’).</p> <p><sup>1</sup>Fish includes all fish including where it is an ingredient in a composite product.</p>
<b>Variety and seasonality</b>	
10. Seasonal produce	In respect of the use of fresh produce, menus shall be designed to reflect the natural growing or production period for the UK and in-season produce shall be highlighted on menus.
<b>B. Nutrition</b>	
11. Reducing salt	Vegetables and boiled starchy foods such as rice, pasta and potatoes, are cooked without salt.
	Salt is not available on tables.
	At least 50% of meat and meat products, breads, breakfast cereals, soups and cooking sauces, ready meals and pre-packed sandwiches (procured by volume) meet Responsibility Deal salt targets and all stock preparations are lower salt varieties (ie below 0.6g/100mls).
12. Increasing fruit and vegetable consumption	At least 50% of the volume of desserts available is based on fruit – which can be fresh, canned in fruit

	juice, dried or frozen.
	A portion of fruit is cheaper than a portion of hot or cold dessert.
	Meal deals include a starchy carbohydrate, vegetables and one portion of fruit.
13. Reducing saturated fat	Meat and meat products, biscuits, cakes and pastries (procured by volume) are lower in saturated fat where available. At least 50% of hard yellow cheese has a maximum total fat content of 25g/100g; at least 75% of ready meals contain less than 6g saturated fat per portion; at least 75% of milk is reduced fat; and at least 75% of oils and spreads are based on unsaturated fats.
14. Cereals	At least 50% of breakfast cereals (procured by volume) are higher in fibre (ie more than 6g/100g) and do not exceed 22.5g/100g total sugars.
15. Fish	If caterers serve lunch and an evening meal, fish is provided twice a week, one of which is oily. If caterers only serve lunch or an evening meal, an oily fish is available at least once every three weeks.
<b>C. Resource efficiency</b>	
16. Water	Tap water is visible and freely available and such provision is promoted.
	Pre-bottled water (mineral or spring) is not included in the hospitality menu.
17. Reducing landfill	Where waste management is included in the contract, facilities shall be available to staff and customers for recycling cans, bottles, cardboard and plastics.
18. Food waste	Food and catering suppliers with <b>off-site</b> meal preparation operations shall provide evidence of a systematic approach to managing and minimising the impacts of waste throughout their direct operations ie those operations over which they have direct financial and/or operational control. This shall include evidence of a continual improvement cycle of objective setting, measurement, analysis, review and the implementation

	<p>of improvement actions.</p> <p>Catering service suppliers which will supply <b>on-site</b> catering services shall:</p> <ul style="list-style-type: none"> <li>• take steps to minimise food waste in their on-site operations by creating a food waste minimisation plan, describing what actions they will undertake</li> <li>• review and revise the actions they are taking with suitable regularity so as to continue to reduce food waste wherever possible</li> <li>• feedback to clients on progress and results with suitable regularity</li> </ul>
	<p>The contracting authority shall check whether a separate food waste collection service can be provided. If the service can be provided, while achieving value for money, then it shall meet the best practice standard.</p>
<p>19. Energy management</p>	<p><b>Energy management policy (off-site catering operations)</b></p> <p>Catering service contractors with off-site preparation kitchen operations shall have in place an energy management policy appropriate to the nature and scale of their energy use and consumption. Their policy shall commit the organisation to the continual improvement of its energy performance.</p> <p><b>Energy management policy (on-site catering operations)</b></p> <p>On-site catering operations shall be run in accordance with the host building’s overall energy management policy.</p>
<p>20. Catering equipment</p>	<p>The minimum mandatory Government Buying Standards for catering equipment apply as well as the</p>

	<p>duty under Article 6 of the Energy Efficiency Directive.</p> <p>Kitchen taps shall have flow rates of not less than 5l/min delivered through either automatic shut off, screw down/lever, or spray taps; and non-flow rate elements shall meet the Enhanced Capital Allowance Scheme (ECA) Water Technology List criteria.</p>
21. Paper products	The minimum mandatory Government Buying Standards for paper products shall apply where relevant: eg kitchen paper, napkins and cardboard cups.
<b>D. Social-economic</b>	
22. Ethical trading	At least 50% of tea and coffee is fairly traded.
23. Inclusion of SMEs	Provide opportunity for separate contracts for supply and distribution; and advertise all food-related tenders to SMEs.
24. Equality and diversity	The catering contractor or food supplier shall have a written equality and diversity policy to help ensure it and its sub-contractors are compliant with employment law provisions in the UK Equality Act (2010). In addition, to ensure the procuring authority meets its public sector equality duty, the contractor or food supplier shall have a policy in place as to carrying out its business, such as in terms of awarding sub-contracts or procuring goods, in a way that is fair, open and transparent.
<b>IMPACT AREA</b>	<b>BEST PRACTICE</b>
<b>A. Production, processing and distribution</b>	
25. Environmental production standards	<p>At least 40% of the total monetary value of primary commodity (ie raw ingredient) food and drink procured shall be inspected and certified to:</p> <ul style="list-style-type: none"> <li>• publicly available integrated production standards or integrated farm management standards</li> <li>• publicly available organic</li> </ul>

	standards compliant with European Council Regulation (EC) No 834/2007 on organic production and labelling of organic products
<b>B. Nutrition</b>	
26. Snacks	Savoury snacks are only available in packet sizes of 30g or less.
27. Confectionery	Confectionery and packet sweet snacks are in the smallest standard single serve portion size available within the market and not to exceed 250kcal.
28. Sugar sweetened beverages	All sugar-sweetened beverages to be no more than 330ml pack size and no more than 20% of beverages (procured by volume) may be sugar sweetened. No less than 80% of beverages (procured by volume) may be low calorie/no-added sugar beverages (including fruit juice and water).
29. Menu analysis	Menu cycles are analysed to meet stated nutrient based standards relevant to the major population subgroup of the catering provision.
30. Calorie and allergen labelling	Menus (for food and beverages) include calorie and allergen labelling.
<b>C. Resource efficiency</b>	
31. Environmental Management Systems	The contractor must prove its technical and professional capability to perform the environmental aspects of the contract through an environmental management system (EMS) for catering services (such as EMAS, ISO 14001 or equivalent).
32. Packaging waste	<p>Packaging waste in delivering food for the catering service is minimised.</p> <p>i. tertiary and secondary packaging consists of at least 70% recycled cardboard</p> <p>ii. where other materials are used, the tertiary packaging must either be reusable or all materials</p>

	contain some recycled content.
33. Food waste	<p>The food waste minimisation plan includes actions and estimated quantifiable reductions.</p> <p>The supplier ensures that appropriate training is given to staff to ensure best practice in terms of food waste minimisation.</p> <p>Surplus food that is fit for consumption is distributed for consumption rather than sent for disposal as waste eg gifted to charities/food banks.</p>
34. Energy efficiency	The on-site catering operation is run in accordance with the Carbon Trust food preparation and sector guide (CTV035).
35. Waste minimisation	Food and drink to be consumed in restaurants and canteens must be served using cutlery, glassware and crockery, which are reusable and washable.
36. Catering equipment	<p>The best practice Government Buying Standards for catering equipment apply where relevant:</p> <ul style="list-style-type: none"> <li>• domestic dishwashers</li> <li>• commercial cooking equipment, including ovens, fryers and steam cookers</li> <li>• domestic fridge freezers</li> </ul>
37. Paper products	Disposable paper products (eg napkins, kitchen tissue, and take-away food containers) meet the requirements of the EU Ecolabel, or equivalent.
<b>D. Social-economic</b>	
38. Ethical trading	All tea, coffee, cocoa and bananas are certified as fairly traded.
	Where food is sourced from states that have not ratified the International Labour Organization Declaration on Fundamental Principles and Rights at Work (1998), or are not covered by the OECD Guidelines for Multinational Enterprise, the supplier of catering and food services shall carry out due diligence against ILO Declaration on Fundamental Principles and Rights at

	<p>Work (1998).</p> <p>Risk based audits have been conducted against social /ethical supply chain standards eg SA8000 compliance, audit evidence for Ethical Trade Initiative (ETI) Base Code compliance, or equivalent.</p> <p>Working with suppliers to improve conditions through pro-active, direct engagement programmes.</p>
	<p>Dairy products meet the Voluntary Code of Practice on Best Practice on Contractual Relationships.</p> <p>Measures are taken to ensure fair dealing with farmers through, for example, the guidance contained in the Groceries Supply Code of Practice:  <a href="http://www.gov.uk/government/publications/groceries-supply-code-of-practice/groceries-supply-code-of-practice">www.gov.uk/government/publications/groceries-supply-code-of-practice/groceries-supply-code-of-practice</a></p>
<p>39. Inclusion of SMEs</p>	<ul style="list-style-type: none"> <li>i) Contracts are broken into 'lots' to facilitate bids from small producers</li> <li>ii) Contract documents are simplified, with a degree of standardisation. Requirements are clearly stated, up front</li> <li>iii) Contract lengths are geared to achieve the best combination of price and product</li> <li>iv) Longer-term contracts are offered to provide stability</li> <li>v) Tenders are widely advertised</li> <li>vi) Potential bidders are advised on how to tender for contracts</li> <li>vii) Projects to help small producers do business are undertaken</li> <li>viii) Social enterprises are encouraged to compete for contracts</li> <li>ix) Small producers and suppliers are made aware of sub-contractors/suppliers, so that they know who to</li> </ul>

	<p>do business with</p> <p>x) Competition on quality rather than brand</p> <p><b>Fair treatment of suppliers</b></p> <p>xi) Suppliers of food and catering services provide fair and prompt payment terms for their supply chain eg 30 days maximum</p> <p>xii) Length of contracts and notice period are agreed fairly with suppliers</p>
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Responsibility Deal Salt Targets to be met by 2017 were published in March 2014. GBSF criteria relate to the targets to be met by 2012. Where products meeting the 2017 targets are available, these should be purchased in preference.

For salt targets see:

[responsibilitydeal.dh.gov.uk/wp-content/uploads/2012/01/Salt-Targets-for-Responsibility-Deal.pdf](https://responsibilitydeal.dh.gov.uk/wp-content/uploads/2012/01/Salt-Targets-for-Responsibility-Deal.pdf)

[responsibilitydeal.dh.gov.uk/pledges/pledge/?pl=49](https://responsibilitydeal.dh.gov.uk/pledges/pledge/?pl=49)

[responsibilitydeal.dh.gov.uk/responsibility-deal-food-network-new-salt-targets-f9-salt-reduction-2017-pledge-f10-out-of-home-salt-reduction-pledge/](https://responsibilitydeal.dh.gov.uk/responsibility-deal-food-network-new-salt-targets-f9-salt-reduction-2017-pledge-f10-out-of-home-salt-reduction-pledge/)

## **Annexe to Government Buying Standards for Food and Catering:**

### **UK Standards of Production**

If you are purchasing food from the UK or abroad you must ensure it is sourced from producers who adhere to the relevant UK or equivalent standards of production. The standards of production are contained in the legislative standards for Cross Compliance as set out in Common Agriculture Policy legislation (Commission Regulation (EC) No 1122/2009 & 73/2009). The full set of cross compliance rules for England can be found at:

[rpa.defra.gov.uk/CrossCompliance2014](http://rpa.defra.gov.uk/CrossCompliance2014)

Cross compliance is the set of rules that serves as a baseline for all farmers in England applying for direct payments (such as the Basic Payment Scheme) and certain Rural Development payments. These rules cover the environment, animal, plant and public health, animal welfare and landscape features. They are split into two types; Statutory Management Requirements (SMRs) which reflect specific elements of EU legislation, and standards of Good Agricultural and Environmental Condition (GAEC). SMR standards are the same in all EU member states. However, GAEC standards will have some variation.

You must therefore ensure that:

1. If sourcing from the UK or an EU Member State, your producer must adhere to the relevant cross compliance rules of the country of production. [Please note: Cross compliance rules differ between UK Devolved Administrations]
2. If sourcing from a third country, your producer must adhere to all Statutory Management Requirements (SMRs) in cross compliance, and all England Good Agricultural and Environmental Condition (GAEC) which are of relevance to the farming land and system in that country of production

You should note that:

- cross compliance rules differ between UK Devolved Administrations and can be found on each administrations website
- cross compliance rules will change from 1 January 2015 as the new CAP scheme comes into force (Commission Regulation (EC) No 1306/2013). Details of these changes will be published on Gov.uk in late 2014

## **Summary of cross compliance GAECs and SMRs:**

### Good Agricultural and Environmental Conditions

- GAEC 1 - Soil Protection Review (SPR)
- GAEC 5 - Environmental Impact Assessment (EIA)
- GAEC 6 - Sites of Special Scientific Interest (SSSIs)
- GAEC 7 - Scheduled monuments
- GAEC 8 - Public rights of way
- GAEC 9 - Overgrazing and unsuitable supplementary feeding
- GAEC 10 - Heather and grass burning
- GAEC 11 - Control of weeds
- GAEC 12 - Agricultural land which is not in agricultural production
- GAEC 13 - Stone walls
- GAEC 14 - Protection of hedgerows and watercourses
- GAEC 15 - Hedgerows
- GAEC 16 - Felling of trees
- GAEC 17 - Tree Preservation Orders (TPOs)
- GAEC 18 - Water abstraction
- GAEC 19 - No spread zones
- GAEC 20 - Groundwater

### Statutory Management Requirements

- SMR 1 - Wild birds
- SMR 3 - Sewage sludge
- SMR 4 - Nitrate Vulnerable Zones (NVZs)
- SMR 5 - Habitats and species
- SMR 6 - Pig identification and registration
- SMR 7 - Cattle identification and registration
- SMR 8 - Sheep and goats identification
- SMR 9 - Restrictions on the use of plant protection products (PPPs)
- SMR 10 - Restrictions on the use of substances having hormonal or thyrostatic action and beta-agonists in farm animals
- SMR 11 - Food and feed law
- SMR 12 - Prevention and control of transmissible spongiform encephalopathies (TSEs)
- SMRs 13, 14, 15 - Control of foot and mouth disease, certain animal diseases and bluetongue
- SMR 16 - Welfare of calves
- SMR 17 - Welfare of pigs
- SMR 18 - Animal welfare

## Animal Welfare

In most cases, UK standards of production are the same as those required by the EU. See: [www.gov.uk/animal-welfare](http://www.gov.uk/animal-welfare). There are certain differences in production of meat chickens and of pig meat, where the UK has more stringent standards:

- EU meat chickens can be stocked to a maximum of 42 kg per m<sup>2</sup> if conditions in Annex 5 of Directive 2007/43/EC are met, whereas England, Scotland and Wales have an absolute maximum of 39 kg per m<sup>2</sup>
- close confinement stalls for breeding sows have been unilaterally banned in the UK since 1999, whereas the rest of the EU still permits sows to be kept confined individually for four weeks after service. [Council Directive 2008/120/EC](#), which partially bans the use of sow stalls, came into force on 1 January 2013

## Appendix 2. What counts as a portion of fruit or vegetable?

ONE portion = 80g = any of these

1 apple, banana, pear, orange or other similar sized fruit

2 plums or similar sized fruit

½ a grapefruit or avocado

1 slice of large fruit, such as melon or pineapple

3 heaped tablespoons of vegetables (raw, cooked, frozen or tinned)

3 heaped tablespoons of beans and pulses (however much you eat, beans and pulses count as a maximum of one portion a day)

3 heaped tablespoons of fruit salad (fresh or tinned in fruit juice) or stewed fruit

1 heaped tablespoon of dried fruit (such as raisins and apricots). Consume at mealtimes to reduce the risk of tooth decay

1 handful of grapes (14 individual), cherries (11 individual) or berries (10 individual)

a dessert bowl of salad

a glass (150ml) of fruit juice or smoothie. Limit consumption to a combined total of 150ml (one portion) and consume at mealtimes to reduce the risk of tooth decay

Further information on fruit and vegetables can be found on the following websites:

[www.nhs.uk/LiveWell/5ADAY/Pages/5ADAYhome.aspx](http://www.nhs.uk/LiveWell/5ADAY/Pages/5ADAYhome.aspx)

[www.nhs.uk/Livewell/5ADAY/Pages/Portionsizes.aspx](http://www.nhs.uk/Livewell/5ADAY/Pages/Portionsizes.aspx)

## Appendix 3. Food hygiene

Food businesses in the UK must be registered with the local authority and comply with both the European and national food hygiene legislation (which includes temperature control requirements). The food business operator should be able to demonstrate, on inspection, that they have the required knowledge to handle and supply food in a safe manner and must put in place food safety procedures based on the HACCP principles including suitable documentation. The business would also need to show that any staff handling food are supervised, instructed, and/or trained in food hygiene matters relating to their job.

The FSA provides lots of information on its website to help catering and retail food businesses including:

- an overview of food business obligations:  
[www.food.gov.uk/business-industry/food-hygiene](http://www.food.gov.uk/business-industry/food-hygiene)
- ‘Safer food better business’ packs are intended to help businesses comply with the requirement for food safety procedures and cover the ‘4 C’s’, cooking, cleaning, chilling and cross-contamination:  
[www.food.gov.uk/business-industry/sfbb](http://www.food.gov.uk/business-industry/sfbb)
- food handler hygiene and health:  
[www.food.gov.uk/sites/default/files/sfbb-introduction\\_0.pdf](http://www.food.gov.uk/sites/default/files/sfbb-introduction_0.pdf)  
[www.food.gov.uk/business-industry/guidancenotes/hygguid/foodhandlersguide](http://www.food.gov.uk/business-industry/guidancenotes/hygguid/foodhandlersguide)
- MyHACCP is a free web tool that will guide you through the process of developing a food safety management system based on Hazard Analysis and Critical Control Point (HACCP):  
[myhaccp.food.gov.uk/](http://myhaccp.food.gov.uk/)
- temperature control regulations throughout the UK:  
<https://www.food.gov.uk/business-industry/guidancenotes/hygguid/tempcontrolguidanceuk>

If you have any questions about how the EU food hygiene legislation applies to food handling, serving or supply at your institution, the FSA strongly recommends seeking further advice from your local authority Environmental Health Department (EHD):  
[www.gov.uk/find-local-council](http://www.gov.uk/find-local-council)

Healthier and more sustainable catering. A toolkit for serving food to older people in residential care

New food businesses should ideally be registered with the EHD 28 days before they start to trade. Advice for new businesses can be found in the FSA's 'Starting Up' booklet: [www.food.gov.uk/business-industry/startingup](http://www.food.gov.uk/business-industry/startingup)

To find contact details for the relevant EHD please go to:  
[www.gov.uk/find-local-council](http://www.gov.uk/find-local-council)

## Appendix 4. Allergen labelling

The consequences for someone with a food intolerance, or a food allergy, who consumes food containing the food to which they react, can range from mild (eg itchy sensation in the mouth or skin rash) to severe and, in some cases, potentially fatal anaphylaxis, including difficulties breathing and cardiac arrest.

The EU Food Information for Consumers Regulation No. 1169/2011 requires foods sold pre-packed to declare the presence of a list of specified allergenic foods. This applies to foods sold retail or to mass caterers.

The Regulation 1169/2011 requires food businesses to provide allergy information on food sold unpackaged in, for example, catering outlets, deli counters, bakeries and sandwich bars.

The list details 14 foods, which must be declared when used as an ingredient or processing aid. These foods are cereals containing gluten (such as wheat, barley, rye and oats), crustaceans (such as prawns, crab and lobster), fish, peanuts, soybeans, milk, eggs, nuts (such as almonds, hazelnuts, walnuts, cashews, Brazil nuts, pecan nuts, Macademia nuts), celery, mustard, sesame, sulphur dioxide/sulphites, molluscs (such as squid, mussels, cockles, whelks, snails) and lupin.

Within a catering setting, there are several important points to consider, when helping people with food allergies or intolerances to make safe and informed choices:

- businesses have to provide information on the 14 specified allergenic foods if they are used as ingredients in food products. This can be given in written form on menus or tickets or it can be given orally by staff. However, if a business chooses to make allergen information available orally, then there must be clear information on the menu or a notice in the premises saying that people with food allergies and/or intolerance can get allergen information by talking to the staff. It is very important that the allergen information provided by the business is accurate and is kept up-to-date in response to any changes in ingredients, to recipes or to the menu
- careful training of staff to minimise cross contamination with foods containing the specified allergenic foods
- training staff to deal appropriately and accurately with an enquiry regarding ingredients that may cause a reaction

Healthier and more sustainable catering. A toolkit for serving food to older people in residential care

The Food Standards Agency provides allergy advice and guidance for all food related businesses and has a freely available allergy e-learning module. FSA's guidance, advice, training and tools are available free on: [www.food.gov.uk/allergen-resources](http://www.food.gov.uk/allergen-resources)

Advice to help food retailers and caterers selling food that is not pre-packed, which provides allergen information on the food they sell, is also available on their website at: [www.food.gov.uk/sites/default/files/multimedia/pdfs/publication/loosefoodsleaflet.pdf](http://www.food.gov.uk/sites/default/files/multimedia/pdfs/publication/loosefoodsleaflet.pdf)

The NHS website also offers advice at: [www.nhs.uk/conditions/food-allergy/pages/Intro1.aspx](http://www.nhs.uk/conditions/food-allergy/pages/Intro1.aspx)

## Appendix 5. Sustainable food and service

### **Animal welfare**

UK consumers are concerned about animal welfare. Department for Environment, Food and Rural Affairs (Defra) has produced advice on the legislation and codes of practice designed to protect animal welfare on farms, in transport, at markets and at slaughter. This can be accessed at: [www.gov.uk/animal-welfare](http://www.gov.uk/animal-welfare)

### **Seasonal produce**

Foods produced in season (including fruits, vegetables, meat and fish) tend to require fewer inputs in terms of energy, water and other resources than if produced out of season or under cover. Businesses focusing on seasonal produce may increase sales of fresh produce, raise greater awareness of local produce and build stronger links with local food suppliers. This relates to multiple criteria set out in GBSF.

### **Sustainably sourced fish**

Overfishing is widely acknowledged as the greatest single threat to marine wildlife and habitats and many fish stocks are widely reported to be in a state of serious decline. GBSF requires that 100% of fish is from sustainable sources. The Marine Stewardship Council's ecolabel [www.msc.org](http://www.msc.org) and the Marine Conservation Society's Fish online guide [www.fishonline.org](http://www.fishonline.org) can be used to verify that sustainable fish is being sold.

### **Higher environmental production standards**

Farmers are stewards of more than 70% of EU land. Encouraging environmentally responsible, organic or integrated farm management systems supports sustainable food production. Higher environmental standards are recognised by the LEAF marque [www.leafuk.org/leaf/consumers/theLEAFmarquecons.eb](http://www.leafuk.org/leaf/consumers/theLEAFmarquecons.eb) and the Soil Association as well as others. GBSF criteria specify that at least 10% (by value) of procured foods should meet assured higher level standards.

### **Fairly traded produce**

Procuring items such as tea, coffee, chocolate and bananas that are certified under schemes that help to promote ethical procurement practices and better social and economic conditions for producers and employees involved in the supply chain. For example, providing assurance that minimum employment and pay standards are being observed.

### **Waste minimisation and management**

This includes reducing the amount of food wasted in the catering operation and avoiding sending all types of waste to landfill through recycling, composting and so on. This will reduce the greenhouse gas impacts of waste management and, in addition, minimising food waste can reduce costs to the caterer.

### **Reducing energy consumption**

To reduce your greenhouse gas impacts you should look to reduce your organisation's energy consumption through the equipment you buy and the way you run your catering operations. This will also have the added benefit of reducing your costs. CEDA, the Catering Equipment Distributors Association [www.ceda.co.uk](http://www.ceda.co.uk), provides advice on energy saving or sustainability.

### **Opportunities for small suppliers**

Small and medium-sized enterprises (SMEs) drive innovation and growth in the economy. They can provide innovative and cost-effective solutions and opening tendering opportunities to them increases competitiveness across the food industry. Procurers should look to create a level playing field so that smaller businesses are able to compete alongside larger businesses for access to government contracts. It is not about providing preferential treatment, but removing barriers like the size of contracts and complex and time consuming bidding processes.