

Wakefield District Good Food Partnership Event Catering Guide

Good food gives us the nourishment we need in a delicious and tempting way as well as looking after our health and the planet.

Wakefield Good Food Partnership launched in October 2024. The partnership brings together Wakefield District's food system to work together to make the food we grow, cook, sell, buy, eat and throw away does lots of good and as little harm as possible.



The Food Partnership has developed this guidance for people providing food as part of an event to help us work towards our mission. Even making some small changes can help our people, prosperity and planet.

More information on how you can support or get involved in the partnership can be found at the end of this leaflet.

How often do you serve food?

If you are catering or providing food as a one off or occasionally, please follow these guidelines.

If you are catering or providing food more frequently further rules may apply. Contact the Environmental Health team at Wakefield Council for further advice: food@wakefield.gov.uk

What can I do to provide good food?

Here are key tips on what and how to provide good food.

Recommended drinks

Tap water

Tea, coffee

Caffeine free options like decaffeinated tea and coffee and fruit infusions

Semi-skimmed milk

Plant-based milk eg. unsweetened soya or oat milk

Offer plant-based sweeteners, like Stevia, if requested

Not recommended

Sugar to add to food or drinks

Sweetened squash, juices and smoothies (high in sugar)

Fizzy drinks – low calorie or sweetened (high sugar and/or acidic)

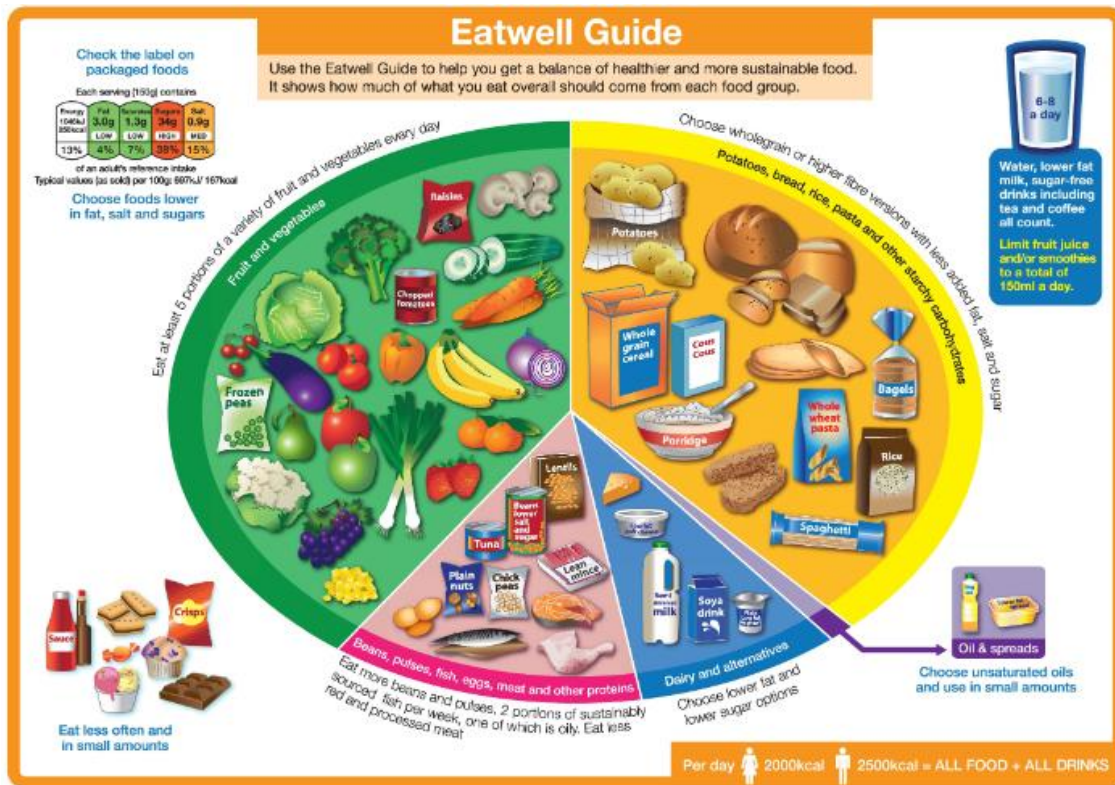
Drinks in single use plastic bottles

Food

Cut food into small bite-sized pieces or fingers to reduce waste

Offer a balance of choices from all the food groups so your food offer is varied and colourful.

Whether the food you are offering is hot or cold, use the eatwell guide below:



Ideas for each food group include:

Fruit & Veg – green food group

Include vegetables in sandwiches and main dishes

Vegetable crudites and a dip such as salsa, hummus, guacamole, vegetable pate

Mixed salad vegetables, with a low-fat dressing available

Steamed or lightly roasted vegetables

Fruit platter or a fruit bowl

Fruit salad or fruit compote

Fruit based desserts

Carbohydrate food group – yellow food group

Offer 1 or 2 carbohydrate options

Sandwiches with sliced bread or flatbreads

Pasta, rice, potatoes, couscous – as salads or side dishes or main dishes

Protein food group – pink and blue food groups

Include vegan and vegetarian options to support the planet and to cater for food beliefs.

Offer food that is processed as little as possible

Hummus, roast vegetable, avocado, egg, hard cheese, cream cheese, roast meat and poultry, fish such as tuna, smoked mackerel and salmon

Healthy fats group – purple food group

Unsaturated vegetable oil spreads – thinly spread

Vegetable oil for roasting and dressings – used sparingly

Swap foods high in unhealthy fats, salt and sugar

Replace ketchup, brown sauce and creamy salad dressings with salsa, balsamic vinegar, homemade coleslaw

Remove table salt and ensure food is well seasoned with herbs, spices, garlic and lemon

Swap deep fried foods like crisps, chips and bhajis for wedges and roasted vegetables

Swap rich cakes, pastries and creamy desserts for fingers of plain sponge, plain fruit cake, malt loaf, fruity yoghurt

Swap pastries like sausage rolls and pork pie for baked pitta fingers, vegetable sticks and low-fat dips

Minimise waste

About one-third of all food produced each year for human consumption is wasted. This waste creates more climate harming emissions than all the emissions from transporting food.

- Keep portions realistic. Suggested quantities per adult: 4 sandwich triangles or swap for other carbohydrate foods + salad or vegetable sticks + fruit +/- finger-sized/mini dessert
- Use reusable containers to serve and store food

- Use washable, reusable cutlery, glasses and crockery whenever possible.
- When not possible choose compostable tableware and put in composting bins
- Label bins to manage waste and recycle as much as possible

Do you have left-over food?

If you have left-overs it could be used again, taken home or donated if it is still safe to eat.

Suitable food is:

- kept covered and not opened to guests
- stored at the right temperature
- still within its use by date

Ask yourself - would I be happy to eat the food if it was donated to me?

It is helpful to advise the receiver about any allergy information and to use the food within 24 hours.

You can share suitable surplus food using local food redistribution centres or apps eg.

Toogoodtogo, Olio

Keeping people safe and well

Ensure everyone involved in food preparation or service follows good hygiene procedures.

Offer hand cleaning facilities for participants.

Check you have provided suitable bins and clear waste quickly.

If you are using outside catering check their Food Hygiene Rating is a minimum of 3, preferably 5.

[Search for ratings | Food Hygiene Ratings](#)

How can I keep food safe to eat?

Here are some general practical tips for when you're making food for other people:

- Wash your hands regularly with soap and water
- Always wash fresh fruit and vegetables
- Clean and disinfect the area being used for preparation of food prior to using it.
- Keep raw and ready-to-eat foods and equipment apart, during storage, preparation, cooking and serving
- Do not use food past its use-by date
- Always read any cooking instructions and make sure food is properly cooked before you serve it
- Keep chilled food out of the fridge for the shortest time possible and no more than 4 hours

- You could use cool boxes for transporting
- Hot food should be kept hot (above 63°C) until serving
- If you are not serving hot food straight away, cool it as quickly as possible and preferably within 90 minutes, ice baths can be used to cool food quicker.
- Reheated food must be heated until it is piping hot and used immediately.

Food allergies and intolerances

Providing information on the food you serve helps people with allergies and intolerances to decide what they can eat. Even a small amount of an allergen is enough to make somebody ill.

- Ask for food allergies, intolerances and beliefs before the event
- Clearly label food with allergies they contain and keep any food packaging for reference. See FSA guidelines: [14-Allergens 16Nov21.pdf](#)

NB: People can be allergic or intolerant to many different foods. The 14 most common will be listed in bold on any food packaging.

Take particular care when storing, handling and preparing foods not to transfer allergens from one food to another. For example:

- o a chopping board or knife used for bread, could spread gluten to foods prepared after
- o foods cooked in the same oil or on the same grill
- o a container used for storing nuts, if then reused for other foods

What effect does food have on the planet?

Our food system creates over a quarter of all global greenhouse gas emissions. That's more than all forms of transport combined. What we eat is often the largest contributor to our personal carbon footprint.

Plant-based foods have been shown to have a lower carbon footprint than animal-sourced foods, for land use, energy use, and water pollution.

For example, beef can produce 99kg of CO²e emissions per kg, but plant foods such as peas, potatoes, or nuts produce less than 1kg of CO²e per kg.

What can I do to reduce the impact my menu has on the planet?

- Try increasing the amount of plant-based food on your menu.
- Explain why you have chosen a more plant-based menu - say a few words at the event or display information next to the food.

Contact Wakefield Council's Climate Change Team for further guidance and support.

Further resources

Find out more about eating well: [The Eatwell Guide - NHS \(www.nhs.uk\)](http://www.nhs.uk)

For easy healthier recipes: [Recipes - British Dietetic Association \(BDA\)](#)

For healthier recipe books: Read Well Eat Well cookbooks for all age groups are in all Wakefield Council libraries:

https://libraries.wakefield.gov.uk/client/en_GB/default/?rm=READ+WELL,+EAT0|||1|||0|||true

For guidance on providing safe food at community events: [Providing food at community and charity events | Food Standards Agency](#)

Training opportunities:

[Food and allergen training - Wakefield Council](#)

Food Standards Agency food allergens

<https://www.food.gov.uk/sites/default/files/media/document/14-Allergens%2016Nov21.pdf>

Contacts:

Wakefield Council Environmental Health: Food@wakefield.gov.uk 0345 8 506 506

Wakefield District Good Food Partnership: [Wakefield District Good Food Partnership](#)

WDGFP would love to hear from you: info@wakefieldgoodfoodpartnership.org.uk