



### **3. COUNCIL POLICIES**

#### **3.9 HEALTH AND WELL BEING**

##### **3.9.1 Community and Workplace Healthy Catering Policy**

#### **Background and Issues**

Nutrition plays a major role in people's overall health and wellbeing. Too much fat, sugar, salt and refined carbohydrates can contribute to an unhealthy diet and often leads to the consumption of excess kilojoules. In addition, unhealthy diets often do not contain adequate nutrients such as fibre, vitamins and minerals. A poor diet can lead to weight gain and is closely linked to type II diabetes, heart disease, some cancers, high blood cholesterol, high blood pressure and other health conditions.

The Shire of Manjimup recognises and values the importance of healthy eating in promoting people's health and wellbeing. The Shire of Manjimup is in a key position to encourage and support a healthy lifestyle for Shire officers, visitors and residents by providing and promoting healthier foods and drinks choices at all meetings and events where catering is provided by the Shire. By serving healthier food and drinks at functions and events, the Shire can model healthy eating behaviours and promote positive health and nutrition messages to staff, elected members, and the wider community.

#### **Objectives**

The aim of this policy is to assist the Shire of Manjimup and event organisers to provide healthy and nutritious food options for Shire officers, volunteers and visitors attending their workplaces, activities, and events.

The objectives of this policy are:

- To guide the provision of food and drinks offered at Shire meetings, functions, and events;
- To support Shire officers, residents and visitors to make healthy food choices;
- To increase access to healthy food and drink options consistent with the Australian Dietary Guidelines at Shire of Manjimup meetings, functions, and events;
- To encourage community event organisers to provide healthy food and drink options;
- To increase awareness of the positive contribution healthy catering can make to people's health;
- To support and strengthen the Shire's existing healthy initiatives and programs; and
- For the Shire to be a role model for good health by promoting healthy food and drink choices.

#### **Policy Principles**

The Shire of Manjimup's Community and Workplace Catering Policy is guided by the following principles:

- Food and drink choice is important for all members of the community, and all members of the community have the right to access healthy food and drink;
- Food and drink has social and cultural meaning and that eating is enjoyable;



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- The Shire of Manjimup is a role model for the community and supports initiatives that have the potential to impact positively on the health and wellbeing of the community;
- The Australian Dietary Guidelines provides a framework for healthy eating among the general population;
- It is important to create an environment which makes healthy food and drink choices the easier choice for Shire officers and elected members, volunteers, the community and visitors;
- Catering can be made accessible and inclusive by providing food and drink options to people with dietary requirements (e.g. vegetarian, vegan, religious) and dietary exclusions (e.g. allergies, gluten free);
- Healthy food and drink choices will be promoted using consistent, positive messages;
- The provision of food is safe and food handling and food hygiene best practices are followed;
- The provision of food and drink in an environmentally sustainable way is encouraged;
- Fresh local produce will be used where possible. This will promote regional pride and recognition of the high quality produce available throughout the region.

#### **Area of Application**

##### **1. Internal catering and food and drink provision**

Provision of food and drinks to Shire of Manjimup Shire officers, elected members, visitors and volunteers including:

- Work related meetings for Shire officers, elected members and visitors;
- Workshops and training events;
- Conferences and visiting speaker events; and
- Council meetings for elected members and Shire officers.

##### **2. External catering and food and drink provision**

Provision of food and drinks at events organised by the Shire of Manjimup including:

- Catering provided by the Shire to community groups;
- Food and drinks provided to participants in Shire programs and activities; and
- Food and drinks provided at Shire of Manjimup community events.

##### **3. Community events organised by event organisers**

To encourage and guide event organisers through this policy.

#### **Policy Exclusion**

This policy does not apply to:



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- Food and drinks that Shire officers, elected members, visitors or volunteers bring from home for their personal use, or to share for personal celebrations such as birthdays or farewells;
- The serving and consumption of alcohol, which is being dealt with by:
  - The Management Policy 2.6.6 Alcohol and Other Drug Policy, which provides guidelines for Shire officers; and
  - The Liquor Control Act 1988 and the Liquor Control Regulations 1989, outlining the compliance measures for community events.

Commercial operations undertaken by the Shire where food and drinks are being sold (e.g. the café at the Manjimup Regional AquaCentre) are not exempt from this Policy, and healthy options should be provided where possible. However ultimately in these operations the paying customers will determine the types of foods and drinks purchased.

#### **Australian Dietary Guidelines**

The Australian Dietary Guidelines (see attachment A for the Australian Guide for Healthy Eating) relevant to catering are:

- Enjoy a wide variety of nutritious foods:
  - Plenty of vegetables, including different types and colours, and legumes/beans;
  - Enjoy fruits;
  - Grain (cereal) foods, mostly wholegrain, and/or high fibre cereal varieties, such as breads, cereals, rice, pasta, noodles, polenta, couscous, oats, quinoa and barley;
  - Lean meat and poultry, fish, eggs, nuts and seeds, and alternatives such as legumes/beans » reduced fat milk, yoghurt, cheese and/or their alternatives e.g. soy;
- Drink plenty of water; and
- Limit intake of discretionary foods and drinks containing: saturated fat, added salt, added sugars, and alcohol. Examples are biscuits, cakes, confectionery, deep fried foods, soft drinks, sports drinks, sweet and savoury pastries.

#### **Policy Measures**

- All community and workplace catering must offer a range of healthy food and drink options, with the aim of 50% of the options offered coming from the Green category (see Attachment B);
- Potable drinking water shall always be available;
- If dietary requirements are not known, ensure there is a range of options including vegetarian and gluten free choices;
- When catering is provided for a function for which attendees need to confirm their attendance (RSVP), attendees should be invited to submit any dietary requests;
- With the incidence of food allergies on the rise, food service and catering staff need to be familiar with the foods and ingredients that may cause an allergic



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reaction. The most common allergens are peanuts and tree nuts, shellfish, egg, fish, milk, sesame seeds, soy beans, and cereals containing gluten;

- All food service and catering facilities are required to fulfil their regulatory responsibilities for food supply under the Food Act 2008 and Food Regulations 2009. Always supply tongs and other serving utensils with catering. Ensure hot food is kept hot (above 60°C) and cold food is kept cold (below 5°C);
- All and volunteers of the Shire of Manjimup will be Shire officers, elected members made aware of the Community and Workplace Healthy Catering Policy;
- The policy is accessible to the community on the Shire of Manjimup website;
- Event organisers will be made aware of the policy, and be encouraged to provide healthy options, and to minimise the amount of food/drink waste produced; and
- The provision of food and drink in an environmentally sustainable way is encouraged (e.g. by using environmentally friendly containers).

#### **Responsibility**

All Shire of Manjimup Shire officers/departments/committees are responsible for implementing this Community and Workplace Healthy Catering Policy.

The Community Services Directorate is responsible for actively promoting this policy, and promoting healthier catering choices and healthy eating practices within the Shire of Manjimup.

#### **Adoption and Date Due for Revision**

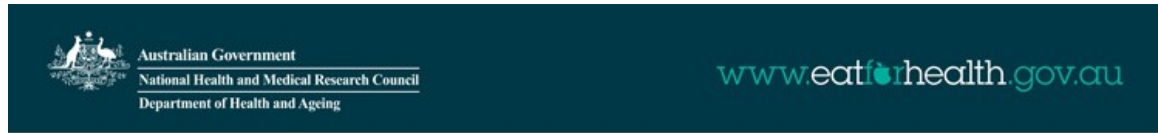
**ADOPTED 12 DECEMBER 2013**  
**REVIEWED 13 FEBRUARY 2020**

**NEXT DUE FOR REVIEW FEBRUARY 2024**

**The Administration of this Policy is by Community Services Directorate.**



Attachment A



# Australian Guide to Healthy Eating

Enjoy a wide variety of nutritious foods from these five food groups every day.  
Drink plenty of water.



Use small amounts



Only sometimes and in small amounts





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**Attachment B**

The ‘traffic light system’ (see table below), as utilised by the Government of Western Australia Department of Health, provides easy to understand guidelines to categorise foods and drinks as:

- GREEN: Foods and drinks that should fill people’s menu; the healthiest choices as per the Australian guide to healthy eating;
- AMBER: Foods that should be consumed in moderation as they can contribute to excess energy intake; and
- RED: Not essential in a balanced diet and can contribute to excess energy intake, obesity and chronic disease if consumed in large amounts. These foods and drinks are best consumed only occasionally.

Category	Description
<b>GREEN</b>  Fill the menu	These are the healthiest choices because they are excellent sources of important nutrients and represent one or more of the five food groups needed for optimum health and wellbeing. They are low in saturated fat, added sugar and salt. Examples include: <ul style="list-style-type: none"> <li>» breads and cereals, preferably wholegrain</li> <li>» fruit, vegetables and legumes</li> <li>» plain water</li> <li>» reduced fat milk (300mL or less)</li> <li>» 99% fruit juice (250mL or less)</li> </ul>
<b>AMBER</b>  Select carefully	These have some nutritional value but contain moderate levels of saturated fat, added sugar and/or salt and can contribute to excess energy intake. These need to be chosen carefully and eaten in moderation. Examples include: <ul style="list-style-type: none"> <li>» full fat milk of any volume</li> <li>» 99% fruit juice (greater than 250mL) and diet drinks</li> <li>» small fruit muffins</li> <li>» savoury foods (e.g. reduced fat and salt varieties of pies and pastries)</li> <li>» lean ham</li> </ul>
<b>RED</b>  Only occasionally	These are energy dense and have little nutritional value. Most are high in saturated fat, added sugar and/or salt and can contribute to excess energy intake. These should only be eaten occasionally. Examples include: <ul style="list-style-type: none"> <li>» all deep fried food</li> <li>» soft drinks, energy drinks, sports drinks</li> <li>» chocolate and lollies</li> <li>» iced cakes</li> <li>» premium ice-creams (e.g. chocolate coated).</li> </ul>