



THE MORAY COUNCIL

FOOD POLICY (Draft)

2007 – 2010

Originally Issued:

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Authorised by:

Maintained and Reviewed by: Moray Food & Health Group

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**This document is available in large print
format upon request**

1. Vision Statement

The Moray Council supports and promotes the importance of food and nutrition for good health. This policy provides a framework for action across all Council services and commits the Council to developing proactive and positive actions and to support initiatives that promote healthy eating.

1.2 Aims, Objectives and Scope of the Policy

1.2 The overall aims of the Moray Council's Food Policy is to

- Achieve an improved and consistent approach to nutritional standards across council services
- Support the implementation of national guidelines
- Develop the council as a health improving organisation
- Lead by example

1.3 In implementing the policy, Moray Council is committed to the following outcomes

- Ensuring all food services provided by the Council have been planned based on healthy eating guidelines, nutritional standards and the nutritional needs and requirements of the population.
- Ensuring all food provided or served is produced in compliance with food safety legislation.
- Ensuring the special nutritional needs of groups of the population (e.g. elderly, under 5s, ethnic minorities etc.) are considered when planning services for these sub groups of the population
- Promoting and supporting the implementation of all relevant food and health guidance and recommendations e.g. Hungry for Success, Nut Guidance for Early Years
- Providing staff with the training required to ensure an understanding of food and health issues commensurate with their duties.
- Supporting local food economies by supporting local procurement policies where feasible.

1.4 The Moray Council and its staff have a responsibility to take forward the aims, objectives and actions within the Food & Health Policy, which contains elements which must be understood and adhered to by all staff in the delivery of their duties.

1.5 This policy applies to all council staff and to all council services that provide food as part of their service.

2. Strategy and Plans connected to this Policy

The policy assists the Council to meet the objectives of

- Moray Community Plan 2006-2010
- Moray Council Corporate Development Plan
- Moray Community Health & Social Care Implementation Plan
- Moray Joint Health Improvement Plan 2007-2010 (in development)
- Moray Food & Health Improvement Implementation Plan 2004-2008
- Educational Services Improvement Plan 2005-2008
- Community Services Development and Improvement Plan 2007-2008
- Hungry for Success Implementation Plan
- Moray Food Safety Action Plan
- Food in Focus – A Food and Health Strategy for Grampian
- A Healthy Weight Strategy for Grampian
- Scottish Government, Choosing the Right Ingredients: The Future for Food in Scotland (currently under discussion).

3. Legal Framework

“The Moray Council will ensure that the Policy complies with current legislation and promotes good practice”

Legislation

The Food Safety Act 1990

Food Hygiene (Scotland) Regulations 2006

Food Labelling (Scotland) Regulations 1996 (as amended)

Schools (Health Promotion and Nutrition) (Scotland) Act 2007

The Breastfeeding etc (Scotland) Act 2005

Good Practice

Food Standards Agency Cook Safe Assurance System

4. Policy

See Food & Health Policy Draft Action Plan 2007-2010 (*Appendix 2*)

The Food & Health Policy Draft Action Plan details the aims and objectives required to develop and implement the policy. All council services will have to review their practices in light of the policy and develop service action plans that adhere to nutritional and food safety standards and guidelines.

5. Performance Monitoring

“In order to comply with its service commitments, the Council sets performance standards in relation to its policies’ and will monitor its achievement of these standards. The Council also has a responsibility to provide performance information.

The Moray Food & Health Group will monitor the development of the policy and agreed actions quarterly and will report annually to the Moray Healthy & Caring Community Theme Group

within the framework of Moray Community Health & Social Care Partnership and Moray Community Planning Partnership. Progress will also be reported quarterly to the Moray Council Policy Committee.

7. References and Associated Documents

Refer to 3. Strategies and plans connected to this policy.

8. Equal Opportunities

“The Council will ensure that the policy does not discriminate on any grounds and in particular not on the grounds of: sexual or marital status; on racial grounds; or on grounds of disability, age, illness, sexual orientation, language or social origin, or other personal attributes, including beliefs, or opinions, such as religious beliefs or political opinion. All communication with tenants or other customers will be in ‘plain language’. The council will ensure the promotion of equal opportunities by publishing information and documentation in different formats/languages and for customers who have special needs such as people with sight, hearing or learning difficulties by using for example signers.”

9. Data Protection

“The Data Protection Act 1998 governs the way information is obtained, recorded, stored, used and destroyed. The Moray Council complies with all the requirements of the Act and ensures that personal data is processed fairly and lawfully, that it is used for the purpose it was intended and that only relevant information is used. The council will ensure that information held is accurate, and where necessary kept up to date and that appropriate measures are taken that would prevent the unauthorised or unlawful use of any personal information.”

10. Freedom of Information

“The purpose of the Freedom of Information (Scotland) Act 2002 is to “provide a right of access by the public to information held by public authorities”. In terms of section 1 of the Act, the general entitlement is that a “person who requests information from a Scottish public authority which holds it is entitled to be given it by the authority”. Information which a person is entitled to is the information held by the public authority at the time that the request is made. This is a complex area of the law that can overlap with the Data Protection Act and other legislation.”

11. Human Rights Act

“The Human Rights Act 1998 incorporates the European Convention on Human Rights into Scots law. It supports the requirement for local authorities not to discriminate on grounds such as sex, race, colour, language, religion, political or other opinion, national or social origin, association with a national minority, property, birth or other status.”

The Human Rights Act can overlap with many areas of the Council’s policies, any doubts or queries regarding its effect or implications must be referred to the Legal and Committee Services.

12. Responsibility

Staff positions or services with responsibility for ensuring compliance with this policy are

COUNCIL SERVICES THAT PROVIDE FOOD

CORPORATE

Corporate/civic events

Staff kitchen facilities within council buildings

EDUCATION

School Meal Service

46 Primary Schools

8 Secondary Schools

21 council nurseries (within primary schools)

44 pre-school centres (8 based in community centres)

Breakfast clubs

Tuck shops

After school clubs

Holiday play schemes

Leisure/Sports Centres

Keith Swimming Pool

Forres Swimming Pool

Buckie Swimming Pool

Moray Leisure Centre

Community Centres

Buckie Community Centre

Cullen Community & Residential Centre

Elgin Community Education Centre

Dufftown Community Education Centre

Forres House Community Centre

Keith Community Centre

Lossiemouth Community Education Centre

Speyside Community Centre

9 Lunch Clubs

Portgordon Lunch Club

Elgin Lunch Club

Cullen Lunch Club

Tomintoul Lunch Club

Dufftown Lunch Club

Hopeman Lunch Club

Speyside Lunch Club

Lossiemouth Lunch Club

Forres Lunch Club

Town Halls with Kitchen Facilities

Aberlour Fleming Hall

Elgin Town Hall (2 kitchens)

Buckie Fisherman's Hall

Buckie Town House
Cullen Town Hall
Findochty Town Hall
Forres Town Hall
Keith Longmore Hall
Lossiemouth Town Hall

COMMUNITY SERVICES

Learning Disability Services: Day Services

Cedarwood, Elgin
Towerview, Forres
Keith Resource Centre
Clydeville, Buckie
Dovecot Way, Buckie (new residential/respite service)
Cullen Respite

Learning Disability Services: Projects

Out of the Darkness Theatre Group
Alucans
Green Fingers
Smartshop
Harlequins
Artisans
Quest

Physical & Sensory Disability Services

Moray Resource Centre, Elgin

Mental Health Services

Moray Anchor Project, Day Care & Projects (External Service Providers)
SAMH, Scottish Association for Mental Health, Rehabilitation Service (ESP)
Old Age Psychiatry Day Services:
The Firs, Elgin
Cameron Court, Forres
Muirton (The Bungalow), Buckie
Fleming Hospital, Keith (Day Service)
Alzheimer Scotland, Keith

Addiction Services – no food provision for clients

Older People

Home Care Service
Meals on Wheels Service (run by Council Catering Service Unit for social work)
Day Care Services:
Spynie Nursing Home, Elgin
Whinneybank Care Home, Lossiemouth
Abbeyvale Care Home, Elgin
Chandlers Court, Elgin
Cameron Court, Forres
Cathay Care Home, Forres
Linnburn, Rothes
Tomnabat Court, Tomintoul
Glenisla, Keith

Stephen Hospital, Dufftown
Alzheimer Scotland, Keith
Netherha, Buckie
The Lythe, Cullen
The Bungalow, Buckie
Parklands Care Home, Buckie
Palliative Care, The Oaks, Elgin (Vol/LA?)
Additional Older Peoples Domestic Premises
6 Cliff Terrace, Buckie

CHILDREN & FAMILIES SERVICES

Childcare - Social Work Foster Carers
NCH Children's Homes – Buckie, Elgin & Forres
Family Res. Project – Winchester House, Elgin
Alba Place – Children with Disability
Children 1st – Abuse Project, Cooper Park, Elgin

CRIMINAL JUSTICE SERVICES

Youth Justice – Lossiemouth
Throughcare/Aftercare Team – Moss Street, Elgin
Workshop – Community Service Order

ENVIRONMENTAL SERVICES

Elgin Library Café (run by DSO)
Council buildings vending machines (run by DSO)

13. Review and Feedback

“This policy will be reviewed in August 2009 and every 2 years after that. Feedback can be sent to carol.kirkwood@moray.gov.uk and will be included in the next review.”

This section is about this policy and the Council's intention in it not on the ground operational actions. If appropriate detail the complaints procedure.

14. Definitions

None.

15. Distribution List

Where any changes, updates or reviews are made to the policy, all staff and departments will be circulated updated information and will be included in future consultations including

All council managers and officers whose service provides food
Groups that have a food/nutrition remit