

# Learning legacy



## Lessons learned from the London 2012 Games construction project

### The Food Safety and Sustainability Scorecard

Champion Products are examples of tools and formats used by the Olympic Delivery Authority (ODA) in executing its programme. The ODA is publishing these as part of its Learning Legacy in anticipation that they may be of use to future projects seeking best practice examples of tools and templates that have been used successfully on a large, complex programme.

#### Purpose of the document, description and how it was used

The ODA Food Safety and Sustainability Scorecard was part of the audit tools used to monitor performance against the requirements of the Food Safety and Sustainability Standard. The scorecard was also used by caterers to determine targets and improve their overall score. Scores were awarded against key performance indicators (KPIs) for food safety; these included cross contamination, cleaning, chilling, cooking, management, training and customer service. For sustainability, the KPIs were; 75 per cent of foods unprocessed on reaching the kitchen, and seasonal fresh fruit and vegetables used plentifully. 30 per cent of food was certified as causing minimal environmental harm, for example, organic. Menu options included at least one vegetarian and one vegan option. Red meat, chicken, eggs and dairy products were produced to high standards of animal welfare, for example, Freedom Foods, free range or organic, with each foodstuff scored

separately. Fish from endangered stocks were excluded and sustainable options such as Marine Stewardship Council (MSC) certified fish were chosen. Rainforest Alliance/Fairtrade tea, coffee, juice, chocolate, sugar and fruit was offered. Bottled water was avoided where possible and tap water was served instead. Where there was no access to mains water, socially responsible brands were chosen. Catering staff were trained in preparing healthy and sustainable meals. Sustainable and health food was communicated to consumers.

#### Benefit to future projects

The scorecard results were tangible; you could easily see where performance could be improved so they were a comprehensive tool to drive performance. Scorecard findings were also used to determine health promotion campaigns throughout the construction programme such as Big Breakfast week. This is applicable to all projects that have catering provision either small or large scale.



**MAYOR OF LONDON**

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# Food Safety & Sustainability

Note

Reports will be completed and/or self made reports audited by the Food Safety & Sustainability Team or delegated auditors. Evidence must be provided and available to validate all scores

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Date of the audit and details of the principal contractor and caterer:

Food Safety Toolkit (Or compliance with food safety management system e.g. BRC Global Standard, ISO 22000, SALSA Audit Standard)							Infringement Notices	Sustainability	Sustainability KPIs									
KPIs	Cross Contamination	Cleaning	Chilling	Cooking	Management	Training and customer service	Endorsement For Breach Of Food Safety Responsibilities (e.g. Food Hygiene Notices, Product recall/withdrawal)	Food Sustainability Standards	75% of foods unprocessed on reaching kitchen, and seasonal fresh fruit and vegetables used plentifully link to the seasonality chart: <a href="http://image.guardian.co.uk/sys-files/Guardian/documents/2008/10/06/Seasonalitychart.pdf">http://image.guardian.co.uk/sys-files/Guardian/documents/2008/10/06/Seasonalitychart.pdf</a>	30% of food certified as causing minimal environmental harm e.g. organic* This is an assured standard and is the most environmentally sensitive form of farming from treatment of the land through to harvesting methods. Natural substances are used to control pests and insects that have an adverse effect on foods.	Menu options include at least 1 vegetarian and 1 vegan options	Eggs: Barn reared 1 point; Free range: 2 points. Milk: British: 1 point; red tractor: 1.5 points; organic: 2 points. Chicken: British: 0.5 points; Red tractor: 1 point; freedom food: 2 points; free range/organic: 3 points. Red meat (pork, beef and offal): British 0.5 points, Red Tractor: 1 point; Freedom Foods: 2 points; free range or organic: 3 points. Maximum score would be 10 points.	Fish from endangered stocks excluded, and sustainable options such as MSC certified fish chosen	Rain Forest Alliance or/and Fair trade tea, coffee, juice, chocolate, sugar and fruit offered	Bottled water avoided where possible and tap water served instead. Where there is no mains access, socially responsible brands chosen	Catering staff trained in preparing healthy and sustainable meals	Sustainable and healthy food communicated to consumers	Total Score
Maximum Potential Score	20	10	10	15	12	8	(n/a)		3	3	2	10	2	3	1	1	1	TOTAL
Score																		0
Measurement	Evidence to suggest: Personal hygiene rules followed: 4 POINTS. Cloths kept clean, disinfected and replaced regularly: 3 POINTS. High risk foods kept separate and effective storage of foods in accordance with the manufacturers instructions: 3 POINTS pest control procedures in place: 3 POINTS. Procedures in place to prevent physical and chemical contamination: 4 POINTS.evidence of considering food allergies: 3 POINTS	Evidence to suggest that there is an effective and appropriate cleaning schedule in place and it is followed: 3 POINTS. Manufacturers instructions available for cleaning products 2 POINTS. Sanitisers and disinfectants in use: 3 POINTS. Evidence during the visit that staff clean as they go: 2 POINTS	Evidence to suggest that date codes are followed and appropriate followed: 2 POINTS. Are temperature checks of all refrigeration/freezing equipment undertaken as staff enter the premises at appropriate points in the day and close of business: 4 POINTS. Do they chill down hot food and is this process effectively managed?: 2 POINTS. Do they defrost or freeze foods appropriately?: 2 POINTS	Are safe cooking methods used: 6 POINTS have they identified foods that need extra care such as whole chicken and joints of meat?: 3 POINTS. Are visual checks and temperatures taken to ensure the food is thoroughly cooked?: 2 POINTS. Do they reheat foods and if so are appropriate methods in place?: 2 POINTS. Are any foods held in a hot hold and are temperatures checked?: 2 POINTS.	Are opening and closing checks done such as temperatures, can they demonstrate that they are following the 4 hour rule for chilled ready to eat high risk products and the 2 hour rule for hot ready to eat products. 2 POINTS Are all food items stored appropriately and date codes (use by dates a legal requirement) and quality (best before (not a legal requirement) checks etc being followed?: 2 POINTS. Is the temperature probe calibrated regularly? 2 POINTS Are there checks made for evidence of pests?:2 POINTS. Is there evidence to suggest the diary system is in use?: 2 POINTS. Is there evidence to suggest that effective and regular maintenance of equipment is in place?: 2 POINTS	Are staff trained in accordance with the requirements of schedule 1 of the ODA Food Hygiene and Welfare Standards?: 4 POINTS. Is there details of who to complain to?: 2 POINTS. Are the supplier details and contractor details (e.g. for repaired to food equipment) readily available?: 2 POINTS	Penalty Deductions  Minus 10 points for each activity stopped during a Director or Advisor Visit (if applicable)  Minus 25 points for any formal intervention by an external agency (e.g. EHO) that requires formal written close out	Food Sustainability Standards achieved on site, to provide examples of 'a diverse range of healthy eating options being available to construction workers' = 25 points available in total.	25% foods unprocessed on reaching kitchen, and fresh fruit and vegetables used plentifully (1 point)	>10% certified organic (1 point)	1 vegetarian option (0.5 points)	Scoring guide detailed above as a minimum all caterers are expected to serve British produce. Poential to earn 10 points in total	No fish from Marine Conservation Society 'fish to avoid' list served and only fish from Marine Conservation Society 'fish to eat' list served: <a href="http://www.fishonline.org">www.fishonline.org</a> (1 point)	At least tea or coffee rain forest alliance certified ( <a href="http://www.rainforestalliance.org/certification.cfm?id=main">http://www.rainforestalliance.org/certification.cfm?id=main</a> ) (1 point)	Where bottled water unavoidable, a socially responsible brand is chosen - e.g. <a href="http://www.frankwater.com">www.frankwater.com</a> , <a href="http://www.onedifference.org/uk/water">www.onedifference.org/uk/water</a> , <a href="http://www.belu.org">www.belu.org</a> (0.5 points)	Catering manager trained in preparing healthy and sustainable meals (0.5 points)	Healthy choices highlighted on menu (0.5 points)	Any score below 60% of total will require formal response by contractor to issues raised by auditor.
									50% of foods unprocessed on reaching kitchen, and fresh fruit and vegetables used plentifully - including some seasonal produce (2 points)	>20% certified organic (2 points)	More than 1 vegetarian option (1 point)		No fish from Marine Conservation Society 'fish to avoid' list served, and only fish from Marine Conservation Society 'fish to eat' list served, including at least 1 MSC option (2 points)	All tea and coffee Fair-trade certified (2 points)	No bottled water served where there is access to mains water (1 point)	All catering staff trained in preparing healthy and sustainable meals (1 point)	Healthy choices, animal welfare standard products highlighted, provenance of at least 2 items noted on menu (1 point)	
									75% of foods unprocessed on reaching kitchen, and fresh fruit and vegetables used plentifully, with seasonal produce as standard	>30% certified organic (3 points)	More than 1 vegetarian and vegan (no animal or dairy products at all in these products) options (2 points)			All tea and coffee Fair-trade certified, and Fair-trade sugar, chocolate and/or other items offered (e.g. fresh or dried fruit, nuts, rice) (3 points)				