

**MINUTES OF THE CATERING ADVISORY COMMITTEE MEETING HELD IN  
GODWIN ROOM AT 09:30 AM ON WEDNESDAY 9<sup>TH</sup> NOVEMBER 2022**

Present	Lee Corke Amir Van Eekelen Douglas Hedley Julie Hope Arsham Nejad Kourki Paula Yardy Saban	Catering Manager UCS Representative Fellows Steward Staff Representative MCR Representative Catering Administrator	Chair     Secretary
Apologies	Marie Bouvier Ashley Sargent	Front of House Manager Head Chef	

Item (a)	Discussion and Decisions (b)	Action (c)
1	1. The minutes of the previous meeting on 11 <sup>th</sup> May 2022 were approved.	Approved
2 Declarations of Interest	Nothing to Declare.	
3 Catering Manager's Report	<p>The Catering Manager updated members of the meeting on services within the Department.</p> <p>The Old Court refurbishment has been delayed and we are now hoping to move back into the kitchens at the end of April, with the Great Hall being open by the end of May 2023. It will take about two weeks to move from the temporary kitchen into H staircase. Plans will be made in due course, to how we feed the College community.</p> <p>We are still facing some staff shortages and have had a lot of sickness in the last couple of weeks.</p> <p>Ruminant Meat – After the report Joey Bream and Professor Andrew Balmford put together reference the carbon footprint for the college, it has been decided by all members in this meeting that all Beef and Lamb will be taken off the Buttery Menu for Dinners. We will only serve ruminant meet a couple of times a week at lunchtime. We will start this from Monday 21<sup>st</sup> November in the buttery.</p>	

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Item (a)	Discussion and Decisions (b)	Action (c)
4 Fellow's Feedback	<p><u>Feedback.</u> Happy to agree with the proposal of ruminant meat being taken of the Buttery dinner menu and with not a total ban across the college. Catering staff have performed admirably with the temporary facilities and kitchen.</p>	
5 MCR Feedback	<p><u>General.</u> The MCR representative gave results of the survey that they had sent out. The staff are all lovely and very helpful and all the feedback was very positive. They are finding the vegan &amp; vegetarian options in the Buttery very carb heavy and would like these to have more protein. Could the Head Chef please look at the protein aspect? They all said that on occasions the vegan option can be mildly spicy and would rather have the spiced element in a sauce, which is optional.</p> <p>They have also asked about a boxed side salad, but the Catering Manager explained that we do not have enough space in the temporary Buttery to be able to do this. When the salad bar was in use we were finding that we had a lot of waste every day and to reduce this we are now preparing boxed salads. The MCR have asked if we could look at salads that are not full of carbs. The Catering Manager advised that the Head Chef is looking at revising all of the salad options in December. The Staff member also informed us that the salad options are very repetitive.</p> <p>Formal Halls – The MCR like all the fish options but have said the Guinea Fowl at the Matriculation Dinner was undercooked. The Catering Manager informed the committee that all the meat is probed before being served and is cooked to the correct temperature; the Catering Manager also stated that he was on duty that evening and all the meat was cooked correctly. Sometimes in chicken and Guinea Fowl on the bone there are blood vessels and this is what people are seeing. So in future all poultry will have the bone removed.</p>	<p>Head Chef</p> <p>Head Chef</p> <p>Catering Manager</p> <p>Head Chef</p>
6 UCS Feedback	<p>The UCS rep informed the committee that they are finding in the Buttery that the colours of the food are either all beige or yellow on certain days. Could we see more colour of these days with the vegetable sides? The UCS representative also asked for the Head Chef's email address which has been sent. Buttery dinners in the evening there is lots of starch and repetition. Could they have some different sides? Inconsistency of portion sizes always comes up. Head Chef to look at. Christmas Formal Halls – Email to be sent out letting students know when they can be booked.</p>	<p>Head Chef/Catering Manager</p> <p>Head Chef</p> <p>Front of House Manager</p>
7 Staff Feedback	<p><u>The Buttery</u> - All staff appreciated coming in early for lunch over conference time in the summer. Great feedback on the staff. Other feedback was too much couscous being served, some combinations of meals are very strange and do not go together. Portions sizes. They like that the soup is back on the Menu and some of the vegetarian options. Sandwiches, staff are saying are a bit boring, soggy bread and not very appealing. Christmas Themed Buttery Lunch to be held on the Wednesday 21<sup>st</sup> December. The Catering Manager explained we are the second cheapest college in Cambridge and our prices are very good.</p>	<p>Head Chef</p>

Item (a)	Discussion and Decisions (b)	Action (c)
8 AOB	None	UCS Rep
8 Future Meetings	1. The next meeting will be on Wednesday 8 <sup>th</sup> February 2023 at 09:30 am in the Godwin Room.	All to Note

L L CORKE  
Catering Manager  
Chair  
Ext 33227

Distribution:

Marie Bouvier (Front of House Manager)  
Lee Corke (Catering Manager)  
Douglas Hedley (Fellows' Steward)  
Arsham Nejad Kourki (MCR Representative)  
Amir Van Eekelen (UCS Representative)  
Julie Hope (Staff Representative)  
Ashley Sargent (Head Chef)  
Paula Yardy Saban (Secretary)

Copy to:

Loretta Minghella (Master)  
Vithusan Kuganathan (UCS President)  
Lizzy Conder (Bursar)  
Jas Bath (MCR President)