Clare College
Cambridge

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8th November 2023

MINUTES OF THE CATERING ADVISORY COMMITTEE MEETING HELD IN GLOVER ROOM AT 09:30 AM ON WEDNESDAY 8TH NOVEMBER 2023

Present	Arletta Bialecka-Blount Lee Corke Douglas Hedley Julie Hope Aadarsh Khimasia Capucine Mamak Paula Yardy Saban	Hospitality Manager Director of Hospitality Fellows Steward Staff Representative UCS Representative MCR Representative Administrative Assistant	Chair Secretary
Apologies	Oliver Boddy	Acting Head Chef	

Item (a)	Discussion and Decisions (b)	Action (c)
1	The minutes of the previous meeting on 10th May 2023 were approved.	Approved
2 Declarations of Interest	Nothing to Declare.	
3 The Bursar on behalf of the Environment Committee	The Environment Committee are looking at reducing the Carbon Footprint for the college and to get the college to net zero by 2038. One way of reducing the Carbon footprint quickly was to take all ruminant meat off the menus straight away after their meeting. Ruminate meat had already been taken off Fellows lunches and evening buttery but not from college dinners or the buttery at lunch time. Responses to ruminate meat being taken off the Buttery Menu at lunch time and for College dinners please find below: UCS – The undergrads were disappointed to see Beef and Lamb back on the menus and the responses from a survey taken for all catering showed that out of 50, 10 people wanted to take ruminate meat off the menus fully. The committee did not thing this was a true reflection out of 450 undergrads. MCR – Are happy for ruminate meat to come off the menus as students are worried about the environment. Staff – The staff were very unhappy that the decision had been made to take off beef and lamb without being asked first from buttery lunches. It needs to be a unanimous decision amongst all. The Director of Hospitality said that the buttery did seem quieter. We look at daily plate counts and for 450 undergrads, 100 staff we look at producing 150 – 200 covers at lunchtime.	

	Fellows – There have been strong objections from some Fellows and it should have gone through the right channels such as Finance Committee, The Fellowship and then governing body before a decision was made. The Dean – I would like to flag up to the Catering Committee that I am aware of several staff members concerned about the recent abolition of ruminant meat. As well as their concern for diminishing the range of food on offer, and the negative cost implications to the College (given that this change will overall cost money rather than save money), the staff members were unsure how exactly the College had taken this decision, given that the Environment Committee had only recommended this change, and has no power to enforce it. I was very sorry to hear significant staff discontent over this issue, and so I was keen to raise it to the Catering Committee. It was asked in the meeting if the Carbon footprint could be lowered any other way. The Bursar responded that taking Memorial Court off gas would be a huge win but the project would cost 15 million and the college are not able to do this currently. As a committee and the fact that this had not gone through the correct protocol we will now be bringing beef and lamb back for Buttery lunch once every two weeks at the start of Easter Term. No decision was made for college dinners or the River room café. The Bursar asked if a general sign could go up in the Buttery to show the carbon footprint on some food types. This will allow students to start to see the impact. The best way forward for this is to educate all Fellows, Students and Staff by the Bursar working alongside Clare Goes Green and the Environment Committee. A survey to all user groups designed by Clare Goes Green and the Environmental Committee needs to be sent out to all user groups. Then an assessment of the replies can be looked at.	Director of Hospitality
4 Director of Hospitality's Report	The Director of Hospitality updated members of the meeting on services within the Department. H staircase re-opened after 3 years, and it is really good to have these areas back in use. The River Room has been really well received by students and staff and we have been tweaking the offer by listening to student and staff demand. We now offer pasties and slices in addition to the ready to heat food that includes toasties and paninis. The coffee choice has also been well received. Currently The River Room is open from 09.00 am 06.00 pm. LC was asked if a meal deal could be put in place, he stated that the prices are already very competitive against other College's and the high street. There are still ongoing issues with the new kitchens; the gas goes off daily, which can on occasions take a long time to reset. The extraction still does not work properly in the ware wash area and the noise levels are still high for the staff working in that area. Full power has also been lost on three occasions now to the kitchens with no explanation as to why this has happened. LC informed the committee that the themed formals from a catering perspective had gone very well. LC asked for more suggestions from the UCS and MCR for suggested menu themes for buttery dinners.	All to note.

Item (a)	Discussion and Decisions (b)	Action (c)
5 Fellow's Feedback	The Fellows steward advised that they would like the Tuesday Formal hall back as it makes it very difficult if you have guests in college on a Tuesday and you do not have anywhere to take them for dinner. The Director of Hospitality to speak to the Bursar.	Director of Hospitality
6 MCR Feedback	The MCR rep said that all the Graduates were loving being back in the Great Hall for Formals and being able to up the capacity. The prices have gone up as the Formals were cheaper in the past. The new prices started at the start of term. The wine for MCR Formals on Fridays is charged to a fund, so MCR graduates do not need to buy wine for their formal hall. If they go to formal halls on other nights they would need to buy the wine from the Buttery unless joining top table on a Monday along with Fellows. The reason the wine has been changed to buying it from the Buttery was because of breaches in the sales of alcohol and the College needing to adhere to the license. Also wine brought from the college can be taken into the JCR after with an allowance of half a bottle per person at formal hall. MCR students are asking about the kitchen fixed charge as there rents are much higher now and if they use the Buttery they are charged 60% higher prices. The Director of Hospitality said they needed to speak to with the MCR finance rep to look into this further.	Director of Hospitality
7 UCS Feedback	The UCS rep informed the committee that the Halloween Formal was a great success and the menu was very good especially the eyeball floating in the soup and wanted to thank the staff for being able to go in and decorate the tables before the dinner started. Buttery – The introduction of jugs of juice has been a great success but students would like to query the price of the juice. They think £0.75 per small glass is very expensive. The Director of Hospitality to review the price. Portion sizes are not consistent, this seems that this is down to if the server changes during the meal service. LC to discuss with AB for consistency. LC stated that he had been checking portion sizes are was happy with what was being offered. Also could they have more of a range of veggie options, and more vegan desserts? Would it be possible to do a vegan dessert everyday along with a vegetarian dessert? Also less fruit salad. Formal Halls – Some students still think the price of wine that they can buy from the Buttery are still too expensive. The Director of Hospitality explained that we are selling these at cost for £7.50 per bottle. Some students feel that the Formal hall itself is being rushed, but are happy that students may now go to the toilet by themselves as long as they ask a member of staff. The Hospitality Manager asked if an email could be sent out to all students to let them know that they are expected to be in hall by 7.15 pm. Fellows are called from upstairs at 7:30 pm. Formal halls are usually finished by 9:00 pm Vegans and vegetarians are complaining about too much Aubergine be served. Could they have more of a range of choices?.	Director of Hospitality Acting Head Chef UCS Representative Acting Head Chef

8 Staff Feedback	The Staff Representative informed us that all staff are loving the new café and the introduction of pasties and sausage rolls. One question that keeps getting asked is are we able to have proper Cornish pasties made with beef? Lunchtime food options. Staff have again requested Jacket potatoes back and can the boxed salads be reviewed again to add some new choices. Also staff would still like to have the salad bar back. Christmas Lunch for Staff and Fellows – Will there be a Christmas lunch this year like we have had in previous years now we have the Great Hall back. The Director of Hospitality to look at a date.	Acting Head Chef Director of Hospitality Acting Head Chef Director of Hospitality
9 AOB	The clearing station in the Buttery is around the wrong way. Is there any way this can be changed. Can we get the water machine back that gives out cold and sparkling water? The Director of Hospitality advised that we have tried to get the machine into the Buttery but are unable to due to the plumbing. Prices for college meals and allowances are set in June by the Finance Committee. Brunch – Would it be possible to have fried eggs and scrambled eggs. Also Vegan pancakes? Acting Head Chef to advise.	Hospitality Manager Acting Head Chef
10 Future Meetings	The next meetings will be on Wednesday, 7 February 2024 & Wednesday, 8 May 2024. All of these meetings will be held in the Glover Room at 9:30 am	All to Note

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Distribution:

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Copy to:

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