

## Healthy Food and Wellbeing Award

Sponsored by Delapre Abbey

### Entry Form

### Closing dates for entries – 30<sup>th</sup> August 2022

**PLEASE READ CAREFULLY:** You will receive an email confirming safe receipt of your entry – whether that is submitted by email or post. If you do not receive that confirmation email within seven days of your submission, please call the Awards team on 01933 664437. If you are posting your entry, please also ensure you add the appropriate postage for the size/weight of envelope.

This category is designed to recognise producers in Northamptonshire who manufacture healthy food AND businesses and organisations who provide healthy food and wellbeing initiatives for their staff. We are defining ‘healthy food’ as those lower in fat, salt and sugars which can be used as part of a balanced diet.

For healthy food applications please complete Section A and for healthy food and wellbeing businesses and organisations, please complete Section B.

## SECTION A – FOR HEALTHY FOOD PRODUCERS

1. Business Contact Details	
Business Name	
Reg. Company No	
Contact Name	
Position	
Business Address (incl. postcode)	
Telephone Number	
Mobile Number	
Email	
Website	
Social media details (e.g. Twitter / Facebook)	

## 2. Brief summary of your healthy product

Please provide a brief summary of your product (No more than 100 words)

## 3. Why do you think your product is worthy of a 'healthy food' Award

Please provide any information, which you feel supports why you believe you should be given a 'Healthy Food' Award. Please note that your production site should be in Northamptonshire. Reference to our definition of healthy food should be made in this description (No more than 500 words)

## 4. Suppliers and Stockist

Please provide details of your suppliers (raw ingredients) and your stockists (local and national, as appropriate)

## SECTION B: FOR HEALTHY FOOD AND WELLBEING WORKPLACES

1. Business Contact Details		
Business Name		
Reg. Company No		
Contact Name		
Position		
Business Address (incl. postcode)		
Telephone Number		
Mobile Number		
Email		
Website		
Social media details (e.g. Twitter / Facebook)		
Number of staff (permanent and temp)		
Number of staff using canteen		
Canteen opening hours		
Are your catering services outsourced? (If you have answered <b>Yes</b> , please complete <b>box 2</b> below)	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>
2. Details of your Catering Services Provider		
Business Name		
Reg. Company No		
Contact Name		
Position		
Business Address (incl. postcode)		
Telephone Number		
Mobile Number		
Email		
Website		

### 3. Brief description of the business

Please describe the business in no more than 100 words

### 4. Brief description of the canteen

Please describe your canteen in no more than 100 words including details of where your meals are prepared and served

### 5. Healthy eating policy and sample menu

Please describe your (host) company policy on healthy eating options in no more than 100 words.

Please provide a sample menu, highlighting your healthy eating options. If this is a cyclical menu, please send two menus within the cycle. In no more than 100 words, please explain how your offering is nutritionally balanced.

## 6. Wellbeing initiatives

Please describe your wellbeing initiatives that support your healthy food provision that are available to your staff.

## 7. Allergen information

Please detail your level of food allergy awareness, explain the methods you have in place and the records you keep to identify the allergens in your dishes and how you communicate that to diners; include copies of any documentation and signs you may have on display in the venue to that effect, as appropriate.

## 8. Healthy eating promotion

How do you promote healthy eating options and how do staff understand which options are the most healthy?

## 9. Value for money

Please explain your pricing policy for your healthy eating options and how it compares with the rest of the menu

## 10. Local suppliers

Please give a list of local suppliers (a local supplier is a supplier which is based in Northamptonshire or which is based within 30 miles of your business). If you do not use local suppliers or locally-made ingredients, please say why not (there might be a very good reason!).

## 11. Supporting Information

Please write your supporting information below. (It is not limited to the area you can see). Alternatively, you may provide up to ten sides of A4 containing other information in support of your entry (for example previous menus / marketing material / press coverage etc). Please ensure that you provide copies of sample menus and drinks menus which are current at the time of your entry. If you wish us to refer to your internet site, please provide **printed** copies of up to five key pages (but this comes out of your allocation of **ten** additional pages). However, we cannot return any material.



**Data Protection**

We comply fully with current data protection legislation and only hold your information in relation to the business of Weetabix Northamptonshire Food and Drink Awards and for food and drink related matters. We will share details of your entry with the category sponsors and with Northamptonshire Trading Standards and your local Unitary Authority’s Environmental Health Department. You have the right to request that your information is removed from our records. If you do not wish to receive further emails from us, please let us know, and you will be removed from our mailing list.

<b>Declarations</b>	<b>Yes</b>	<b>No</b>
The details provided on this form and all supporting evidence are correct to the best of my knowledge and are submitted in accordance with the published Northamptonshire Food & Drink Awards 2022/23 T&Cs, available at <a href="http://www.northamptonshirefoodanddrink.co.uk">www.northamptonshirefoodanddrink.co.uk</a>		
I agree to the details of my entry being passed to the category sponsors, to Northamptonshire Trading Standards and my local Unitary Authority’s Environmental Health Department.		
I authorise Northamptonshire Trading Standards and my local Unitary Authority’s Environmental Health Department to disclose to the organisers and judges of the Northamptonshire Food & Drink Awards any relevant significant history, complaints, or breaches of relevant Regulations or law.		
I agree to participate in awards-related publicity.		
Neither I nor anyone connected with my company has attempted to or will attempt to influence the organisers, judges, or promoters, or bring the Awards into disrepute.		
I confirm that this entry complies with the spirit of the competition.		
I’m happy to receive emails relating to Food and Drink in Northamptonshire, including the Northamptonshire Food and Drink Awards		
Please send me emails about my entry into this competition only.		

**By typing/signing your name below, you are certifying that all the details submitted are correct to the best of your knowledge.**

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_



## Key Dates

<b>Closing Date</b>	30 <sup>th</sup> August 2022
<b>Shortlisting</b>	To be confirmed
<b>External panel visits</b>	23 <sup>rd</sup> September 2022
<b>Awards Dinner</b>	12 <sup>th</sup> October 2022

Entries can be submitted by post, fax, email, or completed digitally.

All supporting information and postal entries should be returned to:

The Mallows Company, Arch Villa, 23, High Street, Bozeat, Northamptonshire, NN29 7NF  
Fax: 01933 664556 Tel: 01933 664437. Email entries to: [sophie@themallowscompany.com](mailto:sophie@themallowscompany.com)

## Healthy Food and Wellbeing Award

### Entry

Entries will be verified by the organizers to ensure compliance with the Terms and Conditions, and with the spirit of the Awards. Organizers will use their best efforts to assist all entrants to comply with the Terms and Conditions but cannot be held responsible if for any reason an entry has to be disqualified or rejected. Details of entries will be passed to Northamptonshire's Trading Standards Departments and the relevant Unitary Authority Environmental Health Department to disclose to the organizers and judges any relevant significant history, complaints, or breaches of relevant Regulations or law. The organizers will determine what action to take as a result of any such disclosure.

### Longlisting

Entrants may be required to undertake a 'phone interview with a nominated person from the company and/or catering company (as appropriate) to ascertain the further following information:

How your healthy eating options are driven, either by you as a company or the food service company and the motivation behind those choices

How you promote your healthy eating offering to your staff

If your healthy eating offering is supported by any other wellbeing offering for staff such as exercise or other initiatives (although you will not be judged on these factors)

Your use of local or seasonal produce and/or whether that is celebrated on the premises

### Shortlisting

An expert panel of judges will then select their 3-5 finalists shortlist based on the results of the interview alongside the nomination (as appropriate) and the entry form and each entrant will then be advised whether they are a finalist. An external nutritionist (or similar expert) will then visit each of the 3-5 finalists in September to secure further information from the producer OR catering staff and/or HR and/or FM and for further feedback from canteen users.

### External Panel

External judges will use the results of those visits, as well as the results from the shortlisting, before selecting Gold, Silver and Bronze winners. The results will be announced at the Awards Dinner on 12th October and all finalists will receive two free tickets to the event (per company).

### Publicity

Please note, the details of those entries which were not successful in being shortlisted will not be made public; only the details of the 3-5 finalists (and subsequently those of the Gold, Silver and Bronze winners) will be made public via our promotional material, social media and via the Awards' website – [www.northamptonshirefoodanddrink.co.uk](http://www.northamptonshirefoodanddrink.co.uk)

You can also follow the Awards on twitter at [@foodawardsHQ](https://twitter.com/foodawardsHQ) or on Facebook at [www.facebook.com/foodawards](https://www.facebook.com/foodawards)