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## **Capital and Coast, Hutt Valley and Wairarapa District Health Boards (3DHBs): Healthy Food and Beverage Environments Guideline for staff and visitors**

### **Introduction**

The food and beverages New Zealanders eat and drink and the physical activity they undertake have a major influence on their health. Unhealthy food and beverages, low levels of physical activity and obesity contribute too many illnesses which are very common and increasing in our communities. Capital and Coast, Hutt Valley and Wairarapa District Health Boards intend to be healthy role models for the community with healthy food and beverage policies and practices that help to address the burden of ill health in our communities. The DHBs in the Wellington region are committed to promoting the health and well-being of all visitors and employees by providing an environment that makes healthy choices the easy choice.

### **Purpose**

The purpose of this guideline is to ensure Wairarapa, Hutt Valley and Capital and Coast District Health Boards<sup>1</sup>:

- Have an environment supportive of healthy eating and beverage choices
- Demonstrate a commitment to the health and wellbeing of their staff and visitors by providing healthy eating and beverage options which support them to eat and drink a balanced diet in accordance with the Ministry of Health New Zealand Food and Nutrition Guidelines
- Act as a role model to the community by providing and promoting healthy and safe food and beverage choices within DHB settings (this policy excludes patient meal services)
- Acknowledges the needs of different cultures, religious groups and those with special dietary needs, and will accommodate these on request, where possible and practicable

### **Scope**

This guideline applies to:

- All food and drink provided or able to be purchased from any retailer on the 3DHB premises for consumption by staff and visitors.
- All food and drink able to be purchased from any vending facility (machine, box, trolley) on the 3DHB premises.
- Any fundraisers organised by groups associated with the 3DHBs where food and drinks are sold. Fundraisers associated with groups outside of the 3DHB which do not meet this guideline should not be promoted on the 3DHB premises or through DHB communications.
- Any gifts offered to guest speakers and/or formal visitors on behalf of the 3DHBs if containing food and/or beverages should be in keeping with this guideline.

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<sup>1</sup> This overarching 3DHB policy will replace the current CCDHB and Wairarapa food policies. Implementation needs of each DHB will vary depending on the current policies in place.

- Any external parties contracted to provide food or catering services at any of the 3DHB facilities or functions. This includes functions, meetings, special events at any to the 3DHB facilities organised by any DHB employee, contractor, visitor or student; or any offsite function organised by any DHB employee for DHB staff and/or visitors. Any future leased space selling food or beverages on the 3DHB premises will need to adhere to this guideline.
- Sponsorship of the 3DHBs programmes and services will not be considered if they are in conflict with the promotion of positive nutrition messages and this guideline.

While healthy options are always encouraged, this guideline excludes:

- Meals for patients
- Food and beverages brought to work by staff for their own consumption
- Food and beverages provided by clients/patients for their own use
- Self-catered staff shared meals and treats for staff, e.g. birthday cakes and food brought for special occasions
- Gifts from families /whānau of patients to staff

### **Food Policy**

The messages and practices relating to food and beverages in the 3DHB environment will be consistent with the Ministry of Health New Zealand Food and Nutrition Guidelines for adults and children. This guideline endorses the Auckland Region DHB's Policy and reflects the following principles:

1. No sugar-sweetened beverages or artificially sweetened carbonated (e.g. 'lite' or 'diet') beverages; but with an allowance for flavoured milk and no-added sugar fruit juice up to 250ml.
2. Packaged snack foods containing less than 800 kilojoules per packet and limited confectionary and fried snack foods.
3. The food and beverages available will be:
  - dominated by wholegrains, vegetables and fruit
  - prepared with minimal fat, salt and sugar
  - a beverage choice that always includes water
4. No deep fried foods provided.
5. Portion sizes of baked snack food (muffins, cakes, scones, biscuits, pastry based food, slices) are small (details to be developed).

Healthy food and beverage choices appropriate for a wide variety of people should be available, with consideration given to cultural preferences and religious beliefs. Vegetarian options should be available, taking into account that not all vegetarians eat eggs and dairy products.

## Food Policy Guidelines

These guidelines are provided to ensure that food and beverages offered are consistent with the above five policy principles. Foods and drinks have been placed into three *categories* **Green**, **Amber** and **Red** which reflects their expected food service availability.

### 1. Categories

#### Food and Drink Categories

Foods and beverages are placed into three categories:

- Green Foods**
  - These foods are the basis of a healthy diet and include fruits, vegetables, breads, cereals and grains, reduced fat dairy products, lean meat, fish, chicken, eggs and legumes.
  - They are lower in saturated fats, sugar and added salt.
- Amber Foods**
  - These foods are processed foods and drinks. They have some nutritive value but can contain saturated fats, added sugar, or added salt.
  - They can contribute to consuming excess energy.
- Red Foods**
  - These foods are highly processed foods and drinks.
  - They are of poor nutritional value and high in saturated fat, added sugar, and/or added salt and energy. They can contribute to consuming excess energy.

### 2. Availability

Unprocessed **Green** items should be readily available while very processed **Red** items are not to be sold on DHB premises.

#### GREEN CATEGORY (85%)

Green category items:

- **dominate the food and drinks available**
- **are displayed at eye level on shelves, benches, cabinets and vending machines**
- **are displayed at the front of cabinets or bain-maries**
- **are always available in sufficient quantities**
- **are recommended to be identified with “healthy choice” labelling**

#### AMBER CATEGORY (15%)

Amber category items:

- **should not be large portion sizes**
- **do not dominate the available choices at the expense of Green category Items**
- **are not prominently displayed at the expense of Green category Items**
- **are always available in sufficient quantities**

#### RED CATEGORY (0%)

Red category items:

- **Red category items are not to be sold at DHB food and beverage outlets**

### 3. Requirements

	GREEN CATEGORY	AMBER CATEGORY	RED CATEGORY
	85%	15%	0%
<b>1. No sugar-sweetened beverages or artificially sweetened carbonated (e.g. 'lite' or 'diet') beverages but with an allowance for flavoured milk and no added sugar fruit juice up to 250ml.</b>			
<b>Cold beverages</b>	Plain or carbonated water, plain milk.	Flavoured milk and no added sugar fruit juices < 250ml	Sugar sweetened beverages and artificially sweetened carbonated beverages
<b>2. Packaged snack foods contain less than 800 kilojoules per packet and there are limited confectionary and fried snack foods</b>			
<b>Commercially prepared packaged snack foods</b>	< 800kj per packet ≤ 1.5 g saturated fat/100g ≤ 450mg of sodium/100g Excluding all confectionary	< 800kj per packet	> 800kj per packet

Food Type	GREEN CATEGORY FOODS	AMBER CATEGORY FOODS	RED CATEGORY FOODS
<p><b>3. The food and beverages available will be:</b></p> <ul style="list-style-type: none"> <li>▪ dominated by wholegrains, vegetables and fruit</li> <li>▪ prepared with minimal fat, salt and sugar</li> <li>▪ a beverage choice that always includes water</li> </ul>			
Fruit	All fresh, frozen, sodium reduced canned and dried plain fruit		
Vegetables	All fresh, frozen, sodium reduced canned and dried plain vegetables		
Breads	<p><b>All wholegrain breads with:</b></p> <ul style="list-style-type: none"> <li>• Fibre content &gt; 3.3g/100g</li> </ul> <p>Eg. Multigrain, wholemeal, rye, hi-fibre, Plain corn and rice cakes or crispbreads</p>	<p><b>All white breads/specialty breads with:</b></p> <ul style="list-style-type: none"> <li>• Fibre content &lt; 3.3g/100g</li> </ul> <p>Eg. White bread, focaccias, pita, Lebanese tortillas, Turkish breads, flavoured corn and rice cakes or crispbreads.</p>	
Breakfast cereals	<p><b>Wholegrain breakfast cereals with:</b></p> <ul style="list-style-type: none"> <li>• Fibre content 3g per serve</li> <li>• Sugar content &lt; 15g/100g</li> </ul> <p>Eg. Wheat biscuits, cereal flakes with a variety of grains, bran, untoasted muesli and rolled oats or porridge.</p>	<p><b>Refined and processed breakfast cereals with:</b></p> <ul style="list-style-type: none"> <li>• Fibre content 3g per serve</li> <li>• Sugar content &lt; 30g/100g</li> </ul> <p>Eg. Toasted mueslis, flavoured and / or sugar-sweetened corn, rice and wheat based cereals.</p>	<p><b>Refined and processed breakfast cereals with:</b></p> <ul style="list-style-type: none"> <li>• Fibre content &lt; 3g per serve</li> <li>• Sugar content &gt; 30g per serve</li> </ul> <p>Eg. Chocolate coated puffs, fruit flavoured sugar loops</p>

Food Type	GREEN CATEGORY FOODS	AMBER CATEGORY FOODS	RED CATEGORY FOODS
Cereal foods	<b>Wholegrain and high fibre varieties</b> Eg. Wholegrain rice, wholemeal pasta.	<b>Refined grains and white varieties</b> Eg. Rice, plain pasta, unflavoured noodles, polenta, couscous, and buckwheat.	
Dairy products/Dairy alternatives	<b>Reduced or low fat milk/soy milk, reduced or low-fat, plain and flavoured yoghurt, low-fat cheese and reduced or low fat custard.</b>	<b>Full-fat milk/soy milk, plain and flavoured full-fat yoghurt, cream, full-fat cheese and full-fat custard.</b>	
Fats and oils	<b>Mono- or poly-unsaturated spreads, oil sprays and vegetable oils.</b>  Eg. Canola, olive, rice bran, sunflower, soya bean, flaxseed, peanut or sesame.  <b>Use in small amounts.</b>	<b>Saturated fats and oils.</b>  Eg. Butter, lard, palm oil, coconut cream.  <b>Use in small amounts.</b>	
Ice-creams, milk-based iced confection, and dairy desserts		<b>Some uncoated milk-based ice-creams, smoothies, frozen yoghurts and mousses with:</b> <ul style="list-style-type: none"> <li>• Energy content <math>\leq 600</math>kJ per serve</li> <li>• Saturated fat content <math>\leq 3</math>g per serve</li> </ul>	<b>Chocolate-coated and premium ice-creams. Some uncoated milk-based ice-creams, smoothies, frozen yoghurts and mousses which have:</b> <ul style="list-style-type: none"> <li>• Energy content <math>&gt; 600</math>kJ per serve</li> <li>• Saturated fat content <math>&gt; 3</math>g per serve</li> </ul>

Food Type	GREEN CATEGORY FOODS	AMBER CATEGORY FOODS	RED CATEGORY FOODS
Ice-blocks and fruit based ice confection		<p>Some ice-blocks, sorbet, water- or fruit-based ice confection, smoothies and ice crushes with:</p> <ul style="list-style-type: none"> <li>• Energy content ≤600kj per serve</li> <li>• Saturated fat content ≤3g per serve</li> </ul>	<p>Some ice-blocks, sorbet, water- or fruit-based ice confection, smoothies and ice crushes with:</p> <ul style="list-style-type: none"> <li>• Energy content &gt; 600kj per serve</li> <li>• Saturated fat content &gt; 3g per serve</li> </ul>
Legumes	<p>All forms of dried &amp; prepared beans and peas.</p> <p>Eg. Baked beans, red kidney beans, soy beans, mung beans, lentils, chickpeas, split peas, bean curd and tofu.</p>		
Meat, fish, poultry	<ul style="list-style-type: none"> <li>• Lean meats such as chicken, turkey, beef, pork, lamb and veal with visible fat and skin removed</li> <li>• All fresh and plain frozen fish. Tuna, salmon, sardines canned in spring water with no added salt</li> <li>• Eggs</li> <li>• No processed meats</li> </ul>	<p>Processed meats with:</p> <ul style="list-style-type: none"> <li>• Serving size ≤ 50g</li> <li>• Energy content ≤ 900kj/100g</li> <li>• Saturated fat content ≤ 3g/100g</li> <li>• Sodium content ≤ 700mg/100g</li> </ul> <p>E.g. Ham, luncheon meats, saveloys, frankfurters, salami, pastrami, corned beef, bacon and processed chicken meat.</p>	<p>Processed meats with:</p> <ul style="list-style-type: none"> <li>• Serving size &gt; 50g</li> <li>• Energy content &gt; 900kj/100g</li> <li>• Saturated fat content &gt; 3g/100g</li> <li>• Sodium content &gt; 700mg/100g</li> </ul> <p>E.g. Ham, luncheon meats, saveloys, frankfurters, salami, pastrami, corned beef, bacon and processed chicken meat.</p>
Nuts and seeds	<p>All plain, unsalted, unroasted nuts and seeds.</p> <ul style="list-style-type: none"> <li>• Serving size ≤ 50g</li> </ul>	<p>All salted/sugared/roasted nuts and seeds.</p> <ul style="list-style-type: none"> <li>• Serving size ≤ 50g</li> </ul>	<p>All plain/salted/sugared/roasted nuts and seeds.</p> <ul style="list-style-type: none"> <li>• Serving size &gt; 50g</li> </ul>

Food Type	GREEN CATEGORY FOODS	AMBER CATEGORY FOODS	RED CATEGORY FOODS
Mixed meals, sandwiches and Ready-to-Heat/Eat foods	<b>Meals prepared with only Green Category ingredients.</b>	<b>Meals prepared with one or more Amber Category ingredients.</b> Eg. Sandwiches with full fat cheese, curries made with cream. <i>Nutrient criteria/portion sizing may be introduced at a later date</i>	<b>Meals prepared with one or more Red Category ingredients.</b> E.g. Pizza with “red” processed meats, sushi with deep fried fillings. <i>Nutrient criteria/portion sizing may be introduced at a later date</i>
Spreads, sauces, condiments and dressings	<b>Reduced fat/sugar/salt varieties of table spreads/margarine/nut butters/salad dressings/mayonnaise. Vegetable based sauces and spreads, hummus, yeast and vegetable extracts, mustard.</b> <b>Use in small amounts.</b>	<b>Regular varieties of table spreads/margarine/nut butters/salad dressings/mayonnaise, butter and cream.</b>  <b>Use in small amounts.</b>	
<b>4. No deep fried hot foods provided</b>			
Deep fried foods			<b>No deep fried foods are permitted</b>
<b>5. Portion sizes of baked snack food (muffins, cakes, scones, biscuits, pastry based food, slices) are small</b>			
Bakery items Scones, muffins, cakes, slices, sausage rolls, pies, quiche, biscuits, doughnuts, pastry		<b>Small size</b>  <i>Nutrient criteria/portion sizing may be introduced at a later date</i>	<b>Medium to large size</b>  <i>Nutrient criteria/portion sizing may be introduced at a later date</i>