

Human Resources

EATING & DRINKING

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Date Written	May 2008
Date for Review	May 2009
Version	1.0



South Yorkshire
Fire & Rescue
WORKING FOR A SAFER
SOUTH YORKSHIRE

EATING AND DRINKING

INTRODUCTION

1. The purpose of this paper is to outline the policy on eating and drinking at South Yorkshire Fire and Rescue's (SYFR) Command Headquarters at Eyre Street, Sheffield.
2. As a member of the Dignity at Work Partnership¹, SYFR is committed to promoting a positive working environment where the dignity and respect, to which all employees are entitled, is not undermined. No employee should be treated less favourably on the grounds of race, gender or gender reassignment, disability, sexual orientation, religion or spiritual belief, colour, nationality, national or ethnic origin, marital/parental status, family ties, trade union or political belief, hours worked, or any other reason, either directly or indirectly.

FACILITIES AT EYRE STREET

3. Taking due note of the views expressed by employees in the staff questionnaire, the following facilities are available at the Eyre Street site:

Café Facilities

Staff are able to purchase a range of healthy option food, such as salads, jacket potatoes and fresh fruit, in addition to more traditional canteen food. The café will be open for use between the hours of 07:30 until 14:00 weekdays.

Self-catering facilities

There is a separate kitchen area on the ground floor, adjacent to the café containing microwaves, toasters, and hot and cold filtered water dispensers. Tea points around the building provide hot and cold water dispensers, refrigerators and sinks.

4. As the café will be open from early morning until mid-afternoon, it will allow the option to have breakfast and lunch on-site. The self catering facilities are available at all times.
5. In view of the above facilities, this policy will not allow eating at individual desks or breakout areas, with the exception of fruit and confectionary. This applies to all open plan offices throughout the building.
6. People will be able to drink at their desks

¹ The Dignity at Work Partnership is a partnership between the Government, Unite (the UK's largest union) and major public and private sector organisations. For further information on the Partnership, see www.dignityatwork.org

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RATIONALE FOR POLICY

7. The aim of this policy is to encourage staff interaction within the main café area and to avoid excessive eating at individual work stations/desks, which may, according to what is being consumed, offend colleagues by introducing strong odours into an open-plan environment. A subsidiary objective is that the policy will help to promote healthy eating habits in the workplace.

POLICY IMPLEMENTATION

8. It is hoped that all staff will fully co-operate with this policy. If effectively managed it will help create a pleasant working environment for all. Where there is a need for enforcement, this will be the responsibility of line managers. If, after informal discussions, contravention of this policy continues formal disciplinary procedures should be followed.
9. There may be circumstances where staff may have difficulty adhering to this policy due to mobility issues or a medical condition. In such cases, the staff member may request their function head to seek dispensation. In such circumstances, if the Occupational Health Unit confirms the request is reasonable, dispensation will be granted subject to review.
10. Once implemented, this policy will be formally reviewed after one week, one month and then six months to ensure its effectiveness and suitability.

Further information on this policy can be obtained by contacting the Transactional HR team