



DEPARTMENT	Club Services / Operations / Catering and Hospitality
POLICY/PROCEDURE	FOOD PROCUREMENT POLICY
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Document Control

Item	Detail
Document title	Lincoln City Football Club Food Procurement Policy
Version	Version 3 - 2026/27 website refresh
Department	Club Services / Operations / Catering and Hospitality
Policy owner	Club Services and Catering leads, supported by Operations, Finance and relevant department managers
Applies to	Food and drink procurement for players, staff, hospitality, retail catering, events, concessions, suppliers and contractors operating on Club-controlled premises
Review	Annually, and sooner where food law, allergen guidance, supplier risk, waste duties, EFL/FA requirements or Club operations materially change

This 2026/27 version keeps the Club's commitments to local suppliers, seasonal produce, reduced packaging, lower food waste, improved animal welfare and ethical products. It also adds clearer food safety, allergen, traceability, supplier approval, waste-separation and legal-compliance expectations.

Policy Statement

Lincoln City Football Club is committed to procuring food in a way that protects food safety, supports responsible sourcing, reduces waste, improves transparency and reflects the needs of supporters, players, staff, hospitality guests and the wider community.

Food procurement has a direct impact on health, safety, environment, community, quality and cost. The Club will procure food and drink in a way that is safe, legal, responsible, practical and aligned with wider Club sustainability objectives.

- Food safety and allergen control must never be compromised for cost, convenience or sustainability claims.
- Local, seasonal and lower-impact sourcing should be used where feasible and commercially reasonable.
- Suppliers must meet appropriate food hygiene, traceability, labelling and delivery standards.
- Food waste, packaging and single-use materials should be reduced wherever possible.
- Food choices should reflect the needs of players, supporters, staff, guests and the diversity of the Club's community.

Food and Drink Covered by This Policy

Area	Examples
Player and performance food	Training ground meals, matchday meals, snacks, hydration and performance-supporting food provision.
Hospitality and events	Hospitality menus, function food, matchday dining, conferences, private events and partner events.
Retail and concessions	Kiosks, fan zone food, drinks, hot food, snacks, packaged products and temporary caterers.

Area	Examples
Staff and office provision	Staff meals, meetings, refreshments, vending, office supplies and staff-room food.
Supplier and contractor food	Food supplied by contracted caterers, concession partners, temporary units or event suppliers.

Sustainable and Responsible Sourcing

The Club will work with contractors and suppliers to reduce the environmental and social impact of food procurement while maintaining quality, safety, availability and affordability.

Commitment	Policy position
Local suppliers and produce	Use local and Lincolnshire suppliers where feasible, quality and cost allow, and where supply is reliable.
Seasonal produce	Use seasonal UK produce where practical, while recognising that menu variety and operational availability may require wider sourcing.
Packaging reduction	Avoid unnecessary packaging and prefer recyclable, reusable or lower-impact packaging where it is safe and practical.
Food waste reduction	Plan ordering, production, portioning and stock rotation to reduce waste from preparation, service and unsold products.
Plant-based options	Maintain vegan and vegetarian choices for players, staff, supporters and hospitality where appropriate.
Diverse food offer	Offer food choices that reflect different dietary needs, cultures and customer preferences where feasible.

Animal Welfare and Assurance

The Club recognises animal welfare as part of responsible and sustainable food procurement. Product standards should be applied proportionately and may depend on market availability, cost, quality and supplier capability.

Product category	Preferred procurement standard
Eggs	British and free range; RSPCA Assured where possible.
Beef and lamb	British where feasible; Red Tractor or equivalent assurance preferred.
Chicken	British where feasible; Red Tractor, free range and/or RSPCA Assured preferred where available.
Pork and pig-meat products	British where feasible; Red Tractor or equivalent, with free range, outdoor reared or outdoor bred options preferred where possible.
Farmed fish	British and RSPCA Assured where available and suitable.
Wild-caught fish	Marine Stewardship Council or equivalent responsible sourcing standard preferred.
Milk and dairy	British where feasible; Red Tractor or RSPCA Assured where available.
Tea, coffee, sugar, chocolate and fruit	Fairtrade, Rainforest Alliance or equivalent ethical-sourcing certification where available and commercially practical.

Supplier Approval and Legal Food Standards

All food and drink suppliers must be able to demonstrate that food is safe, legal, correctly described, traceable and suitable for the intended service environment.

Control area	Expected standard
Food hygiene and safety management	Suppliers should operate suitable food safety management procedures based on HACCP principles and comply with food hygiene law.
Food hygiene rating	Where applicable, suppliers should have an appropriate Food Hygiene Rating Scheme score or be able to evidence recent local authority compliance.
Temperature control	Chilled, frozen and hot food must be transported, received, stored and served under suitable temperature controls.
Traceability	Suppliers must be able to trace food and ingredients and support prompt withdrawal or recall where required.
Delivery and storage	Food must be protected from contamination during transport, receipt, storage, preparation and service.
Staff competence	Food handlers must receive suitable supervision and training for their role and the food risks they manage.
Product claims	Descriptions such as vegan, vegetarian, gluten-free, organic, British, free range or assurance-led must be accurate and evidenced.

Allergen Information and Cross-Contamination

The Club expects food suppliers and catering teams to provide clear, accurate allergen information and to manage cross-contamination risk. Allergen controls must be considered at procurement, recipe, storage, preparation, display and service stages.

- Ingredient and allergen information must be kept up to date and available to relevant staff.
- Prepacked for direct sale food must meet applicable labelling requirements, including full ingredients and allergen emphasis where required.
- Menu changes, substitute ingredients and supplier changes must be checked for allergen impact before food is served.
- Staff should know how to respond when a customer, player, guest or colleague asks about allergens.
- No food should be described as allergen-free unless the Club and supplier can support that claim with suitable controls.

Reducing Food Waste and Single-Use Materials

Food procurement should support the Club's environmental policy by reducing avoidable food waste, unnecessary packaging and contamination of recyclable materials.

Area	Control expectation
Ordering and menus	Use historic sales, event profiles, fixture type and stock rotation to reduce over-ordering and unsold food.
Preparation and service	Review portion sizes, batch cooking, production planning and shelf-life controls to reduce waste without compromising food safety.
Food waste separation	Separate food waste from dry recycling and residual waste in line with workplace recycling requirements.
Packaging choices	Avoid excessive packaging; choose recyclable or reusable options where practical and food-safe. Compostable packaging should not be mixed with normal dry recycling or food waste unless a dedicated route exists.

Area	Control expectation
Water	Reduce bottled water where possible by using safe filtered and chilled tap water arrangements, subject to operational suitability.
Donation or reuse	Consider safe and lawful redistribution routes only where food safety, traceability, temperature control and timing can be assured.

Food Offer and Nutritional Value

Where possible, the Club will favour freshly prepared, minimally processed food and raw or staple ingredients. This supports quality, traceability and authenticity while giving catering teams more control over ingredients and allergens.

- Prefer freshly prepared or homemade products where operationally realistic.
- Avoid unnecessary artificial preservatives, colours and flavourings where suitable alternatives exist.
- Provide balanced menu choices across hospitality, staff, player and supporter settings.
- Review customer feedback and sales data to improve menus without increasing avoidable waste.
- Maintain suitable options for dietary, cultural and accessibility needs where feasible.

2026/27 Compliance Framework

The Club will apply this policy in line with relevant legal duties and recognised food-sector expectations. The table below is a practical summary, not a substitute for legal advice.

Area	Relevant requirement / expectation	Policy response
Food safety	Food Safety Act 1990 and food hygiene legislation.	Only safe, legal and correctly described food should be procured, stored, prepared and served.
HACCP and hygiene	Food businesses should manage food safety using HACCP-based procedures and the FSA 4Cs: cleaning, cooking, chilling and cross-contamination.	Supplier approval and catering controls should evidence hygiene management, training and supervision.
Allergens	Food Information Regulations 2014 and FSA allergen guidance, including PPDS / Natasha's Law requirements where applicable.	Allergen information, labelling, staff knowledge and change control must be maintained.
Traceability and recalls	Food traceability and withdrawal/recall duties apply across the food chain.	Suppliers must support ingredient traceability and prompt recall action.
Packaging and labelling	Food packaging and labelling requirements apply to food businesses.	Labels and product descriptions must be accurate, lawful and not misleading.
Workplace recycling	Simpler Recycling requires separation of dry recycling, food waste and residual waste from workplaces.	Catering and hospitality areas must support correct separation and reduced contamination.

Area	Relevant requirement / expectation	Policy response
Packaging responsibility	EPR packaging duties may be relevant to Club-branded or supplier packaging depending on thresholds and activity.	Review packaging volumes, branding, supplier responsibilities and reporting thresholds where relevant.
Ethical procurement	Modern slavery, anti-bribery, equality, health and safety and environmental duties may be relevant to food suppliers.	Food suppliers must align with the Club's Ethical Procurement Policy.
Football environment	EFL/FA expectations on inclusion, supporter welfare and responsible event delivery inform food provision at football matches.	Food service should be safe, inclusive, accessible and aligned with Club supporter-care standards.

Records, Review and Continuous Improvement

Food procurement will be reviewed through normal supplier management, catering performance reviews and operational learning from matchdays, hospitality and events.

Record / measure	Examples of evidence to review
Supplier compliance	Food hygiene rating, insurance, product specifications, allergen data, delivery performance and corrective actions.
Sustainability	Local sourcing, seasonal produce, packaging changes, food waste data and recycling performance.
Quality and service	Customer feedback, matchday sales, hospitality feedback, wastage, availability and complaint trends.
Safety and allergens	Allergen incidents, product substitutions, training records, supplier notifications and recall exercises.
Cost and value	Whole-life value, availability, supplier reliability, waste reduction and menu efficiency.

Review date: This policy will be reviewed by July 2027, or sooner where there is a relevant legal, food safety, allergen, EFL, FA, procurement, supplier, waste, packaging or operational change.

Key Guidance Considered

Source / framework	How it has informed this policy
Food Standards Agency - food hygiene guidance	HACCP, the 4Cs, transport, storage, staff training and local-authority inspection principles.
Food Standards Agency - allergen guidance	Allergen information, best practice and allergen communication expectations.
Food Standards Agency - packaging and labelling guidance	Legal requirements around food packaging, labelling and product descriptions.

Source / framework	How it has informed this policy
GOV.UK - Simpler Recycling workplace recycling guidance	Food waste separation, dry recycling, residual waste and customer/visitor bin expectations.
GOV.UK - EPR packaging guidance	Awareness of packaging data, supplier responsibility and Club-branded packaging considerations.
EFL / FA football environment expectations	Supporter welfare, inclusion, safe matchday delivery and community responsibility.