**HOW TO RUN A DISCO SOUP**

[**http://feedbackglobal.org/wp-content/uploads/2016/03/DiscoSoupe\_Toolkit\_EN.pdf**](http://feedbackglobal.org/wp-content/uploads/2016/03/DiscoSoupe_Toolkit_EN.pdf)

Below is a summary of how Central Otago District Council organised their disco soup event. It also includes their hazard identification and management plan and a hazard register.

**Food**

I approached a number of food suppliers New World, 4 Square, local butcher, local veggie/fruit shop several weeks in advance and talked to them about Love Food, Hate Waste and the concept of a Disco Soup. I asked them about their own practices (which were all varied) and what wastes they had. I asked them if I could come back closer to the date and if they would either save or let me dumpster dive for their waste at a particular pre-arranged time.

From this we got chicken carcasses fresh and lots of meat bones frozen form the butcher. New World let us do the full dumpster dive in the pig bin which is filled with all their veg/fruit material. We got ugly and damaged veggies and herbs from the other places.

**Work Stations**

We set up workstations for various stages of the food prep. Including;

1.      Sign in, H&S brief

2.      Hand wash, glove up, apron on

3.      Wash n scrub veg with water with added splash of vinegar and Bicarb of Soda as mild cleaning agent

4.      Peel veg (where necessary)

5.      Chop veg

6.      Fill containers with prepped veg

**Activities**

We then watched the ‘Just Eat It’ Movie and held a discussion afterwards.

We chose not to make the soup that night but instead we borrowed 4 slow cookers and loaded 4 different soups overnight and then distributed them at a separate event on the weekend – a native plant planting event by the river. We then got to hit another crowd and discuss LFHW with some new faces.

We had approximately 40 attendees and had a different group of people to those who usually

There were two facilitators on the night. We had a PeaJ (not a DJ) who put together a great playlist with some vegetable inspired tunes and some classic disco (available on Spotify!). We encouraged dress up on a veg or disco theme and we provided some extra dress up options for people to throw on if they were so inspired. I managed to find a banana, carrot and tomato costume (all about $30 each) so that the team could be extra identifiable! I got them from Red Hen dress ups online.

**Promotion Suggestions**

* Feed people free soup from produce that would otherwise have gone to waste!
* Fill bellies not bins!
* Taste the waste!
* Mix, eat, enjoy!
* Join in NZ’s first Disco Soup!
* Fight Food Waste with Funk!
* Bring your vegetable peeler, chopping knife, cutting board and disco moves!
* Chop Dance Watch
* Come and peel good
* Party with a purpose
* Peel the love

**Summary**

It was quick and easy to organise and cost very little to run

**HAZARD IDENTIFICATION AND MANAGEMENT**

ACTIVITY: **Disco Soup Event**

WHERE: **Council Chambers**

WHAT: **Preparation of vegetables, film viewing**

DATE:

TIME:

CONVENOR: PHONE:

VOLUNTEERS:

BRIEFING COMPLETED BY:

SIGNATURE/S: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FIRST AID KIT, CELL PHONE, Emergency warning and evacuation procedures on site.**

**VOLUNTEERS TO BE BRIEFED ON POTENTIAL RISKS BEFORE ACTIVITY**

|  |  |  |  |
| --- | --- | --- | --- |
| **Hazard** | **Likelihood** | **Risk** | **Risk Reduction Strategies** |
| Food hazards | Essential | As noted on separate ‘food’ schedule | As noted on separate ‘food’ schedule |
| Trip hazards | Possible | Lost footing due to unfamiliar surroundings | Note area and location of furniture prior to moving around. Remove isolated accidental hazards. |
| Dance moves | Possible | Strains and sprains due to overexertion | Take care with personal safety. Take precautions if pre-existing condition. |
| Noise | Possible | Damage due to loud music | Music played at appropriate noise level. |

Please sign below to indicate you are aware of the risks and will be responsible for your own and your children’s safety during this event.

|  |  |  |
| --- | --- | --- |
| **Participant Name** | **Email Contact** | **Signature** |
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**HAZARD REGISTER**

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| --- | --- | --- |
| **Identified Hazard** | **Factors associated with hazard** | **Management procedures to minimise risk** |
| In Chambers | Sharp objects – knives and peelers  Electrical Outlets  Toilets  Chemicals in cleaning products  Spills and leaks | * Identify all sharp objects and follow best practice rules when handling * Identify where these outlets are * Ensure that these are clean and have access to soap, water and clean towels * Read the label on cleaning products * Immediately clean up any spillages/leak on the floor |
| Prior to Preparation  of Food | Unhygienic personal practices  Food preparation surfaces  Dish clothes, tea towels etc  Bacteria contamination  People feeling unwell | * Establish cleanliness routine: wash hands with warm soapy water, cover any broken skin, tie back long hair * Wash down surfaces that are to be used for food preparation * Ensure that these are clean prior to using * Be aware of telephones, door handles, tissues and pens do not use during prep. * Not participate in preparation – food prep is not for unwell people |
| During  Preparation  of Food | Unclean food preparation practises  Personal injury to people  Personal injury from cuts  Personal injury from burns  Personal injury for electricity | Follow the hygiene guidelines:   * Cover street clothes – wear a clean apron * Wash hands with warm soapy water and dry with a clean towel * Keep everything clean at all times * Wash your hands (gloved and naked) after touching contamination see above * Discard food dropped on the floor * Wash utensils that have been dropped on the floor * Do not lick your fingers, utensils or bowls * Have basic first aid knowledge, and first aid kit available * Handle sharp objects appropriately, cover all wounds, follow first aid strategies |
| Post food preparation | Contamination of food:   * Bacteria * Flies * Heat * Other people | * Store food in clean dry containers that have not had food in them before * Cooling food – cover in a cool spot whilst cooling with a clean dry towel * Do not refrigerate food whilst it is still warm * Cover all food in the fridge with tight fitting lid * Remove all rubbish and dispose of appropriately |
| Young children | Children able to move, walk and crawl are a hazard to everyone. | * Children need to be supervised at all times * Babies in a capsule are ok if parked out of harm’s way |