SIXTH EDITION







FOOD & BEVERAGE MANAGEMENT







JOHN COUSINS
DAVID FOSKETT
DAVID GRAHAM
AMY HOLLIER

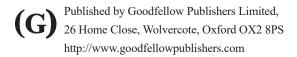
(G)

Food and Beverage Management

For the hospitality, tourism and event industries

Sixth edition

John Cousins, David Foskett,
David Graham and Amy Hollier



British Library Cataloguing in Publication Data: a catalogue record for this title is available from the British Library.

Library of Congress Catalog Card Number: on file.

ISBN: 978-1-915097-27-9

DOI: 10.23912/978-1-915097-25-5-5119

Copyright © John Cousins, David Foskett, David Graham & Amy Hollier, 2019, 2023

All rights reserved. The text of this publication, or any part thereof, may not be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, storage in an information retrieval system, or otherwise, without prior permission of the publisher or under licence from the Copyright Licensing Agency Limited. Further details of such licences (for reprographic reproduction) may be obtained from the Copyright Licensing Agency Limited, of Saffron House, 6–10 Kirby Street, London EC1N 8TS.

All trademarks used herein are the property of their repective owners, The use of trademarks or brand names in this text does not imply any affiliation with or endorsement of this book by such owners.



Design and typesetting by P.K. McBride, www.macbride.org.uk

Cover design by Cylinder

Contents

	Introduction to the sixth edition	V
1:	Food and beverage operations and management	1
	1.1 Food and beverage operations	2
	1.2 Service operations management	5
	1.3 The hospitality industry and its products	9
	1.4 Key influences on the food service industry	23
	1.5 The legal framework	26
	1.6 Developing management skills	31
	1.7 References and additional reading	35
2:	Concept development	38
_,	2.1 Developing a consumer-product relationship	38
	2.2 Market research	42
	2.3 Market segmentation	44
	2.4 Idea evaluation	48
	2.5 Completing the concept development	50
	2.6 Setting goals and objectives	52
	2.7 References and additional reading	55
3:	Product development	57
	3.1 The product and the meal experience	57
	3.2 Quality in the management of food and beverage operations	68
	3.3 Creating the consumer-product relationship	76
	3.4 Sales promotion	85
	3.5 The consumer-product relationship as a dynamic process	93
	3.6 References and additional reading	94
4 :	Operational areas, equipment and staffing	96
	4.1 Key influences on operational design	96
	4.2 Developing a systematic approach	98
	4.3 Health and safety	104
	4.4 Food production areas and equipment	110
	4.5 Food and beverage service areas and equipment	115
	4.6 Staff management considerations	124
	4.7 References and additional reading	134

5 :	Food production	137
	5.1 Types of menus	137
	5.2 Menu planning	142
	5.3 Menu costing and pricing	155
	5.4 Food production systems	157
	5.5 Volume in food production	164
	5.6 Purchasing	166
	5.7 Operational control	175
	5.8 References and additional reading	182
6 :	Beverage provision	184
	6.1 Safe, sensible drinking	184
	6.2 Types of wine and drink lists	187
	6.3 Developing wine and drink lists	190
	6.4 Pricing of wines and drinks	194
	6.5 Purchasing	196
	6.6 Further consideration on wine provision	198
	6.7 Storage	201
	6.8 Beverage control	202
	6.9 References and additional reading	204
7 :	Food and beverage service	205
	7.1 The nature of food and beverage service	205
	7.2 Food and beverage service systems	206
	7.3 Customer service vs resource productivity	210
	7.4 Customer relations	212
	7.5 Managing volume	216
	7.6 Managing the service sequence	221
	7.7 Revenue control	229
	7.8 References and additional reading	235
8:	Events, conferencing and banqueting	236
	8.1 Overview and structure of the events sector	236
	8.2 Sales and marketing of events	241
	8.3 Staffing considerations	249
	8.4 Costing considerations	251
	8.5 Managing the event process	252
	8.6 References and additional reading	262

()	റ	n	ıT	ρ	n	т	ς

9:	Appraising performance	263
	9.1 Approaches to appraisal	263
	9.2 Appraising revenue	268
	9.3 Appraising costs	272
	9.4 Appraising profits	278
	9.5 Appraising the product	294
	9.6 References and additional reading	302
10:	Making strategic decisions	303
	10.1 The origins of strategy	303
	10.2 Assessing current performance	305
	10.3 Assessing organisational capability	317
	10.4 Strategic analysis and planning	319
	10.5 The need for a balanced approach	322
	10.6 The basis of strategy	325
	10.7 Strategic direction	328
	10.8 Strategic means	334
	10.9 Evaluation criteria	335
	10.10 References and additional reading	339
	Appendices	341
	A: Performance measures and Key Performance Indicators (KPIs)	341
	B: Example calculations exercise	347
	C: Example trading results comparison and evaluation	353
	Index	359

Introduction to the sixth edition

Food service operations are continuing to change to meet the challenges of the demands being made by increasingly diversified, knowledgeable and value conscious customers. Underlying trends include an increasing interest in common causes such as environmental concerns, humanitarianism and animal welfare, requirements for enhanced business ethics, and changes in dietary demands.

Throughout the industry, work is underway to re-establish the future of food and beverage operations in the wake of the COVID pandemic. New opportunities to manage the risks are appearing and ensuring awareness of these opportunities will help to better manage the business.

Ethical and environmental concerns are also nfluencing food service development. The food service industry is a substantial user of resources. There are now increasing efforts to achieve sustainable and responsible sourcing, save energy, reduce waste, reduce pollution, adopt fair labour standards, and ensure the long-term sustainability of the business.

Expansion of the industry continues to mean greater choice for the customer. This together with potential skill shortages and drives for efficiency, continues to encourage a streamlining of food and beverage operations. Increasing competition also continues to reinforce that the quality of the service, and the perceived value of the experience by customers, as being the main differentiators between operations that are endeavouring to attract similar customers.

It is against this background that this book has been revised. Manging food and beverage operations, in the new industry reality, is supported by the principles and good practice covered in this book.

Content

The content of this book reflects current industrial practices. It is not intended to be a prescriptive book. Information and viewpoints are provided on a variety of aspects of food and beverage management and various approaches are highlighted, which students and food and beverage practitioners will find useful. The book will also be of value to those in the hospitality, tourism and events industries who are responsible for purchasing food and beverage services.

Aims

The principal aims of the book are to:

- provide supporting information for those involved, or likely to be involved, at a variety of levels, in food and beverage management;
- meet the needs of students and practitioners who are seeking to enhance their competence in the industry;
- meet the needs of students studying for a range of qualifications, including City and Guilds, BTEC, Institute of Hospitality, and foundation, undergraduate and postgraduate degrees;
- provide support for in-company training programmes, and
- provide a foundation on which to build further knowledge and skills.

The book covers aspects of the management of food and beverage (or food service) operations that are applicable to a wide variety of industrial sectors. We have assumed that those using this text will have already acquired knowledge and skills in food and beverage operations.

Structure

The structure of the book has continued to be based on an adaptation of the food service cycle. Thus, the reader is led from consideration of food and beverage operations in Chapter 1, to concentrating on concept development in Chapters 2 and product development in Chapter 3. Chapter 4 covers operational areas, equipment and staffing considerations before moving on food production, in Chapter 5; beverage provision, in Chapter 6; and food and beverage service in Chapter 7. Chapter 8 considers events management in more detail and the book culminates with performance appraisal in Chapter 9 and strategic decision making in Chapter 10.

Using the book

The book can be approached in two main ways: either by working through the various chapters in the order they are presented, or by selecting what parts of the book are relevant to a particular learning programme or job. The structure of the book is based on the Food Service Cycle as outlined in Figure 1.2 (page 4). The structure identifies the relationship between the chapters of the book and it can also be used to identify what parts of the book might be relevant at the time

Whatever approach is adopted it is recommended that all of Chapter 1 should be covered first, as this chapter essentially lays the foundations for the rest of the text. It also places the consideration of food and beverage (or food service) operations and management within context.

Learning support

Learning is supported through the provision of an aim and identification of objectives for each of the chapters. These objectives indicate the learning outcomes that may be achieved. These outcomes can be mapped against the learning outcome requirements of different education programmes, or in-company training courses. Also included within the text are examples of a range of learning activities.

Three appendices are also provided, which detail particular approaches: Appendix A contains a listing and explanation of performance measures - also referred to as key performance measures (KPIs); Appendix B provides an example operational calculations exercise, and Appendix C sets out an example exercise on trading results comparison and evaluation.

Teaching and learning are also supported through the provision of PowerPoint presentations, which are available from the publisher's website at: www.goodfellowpublishers.com.

Focus

The main focus of the material is directly relevant to the management of food and beverage operations. Business management areas such as marketing, human resources and finance are already supported by a wide range of well-established resources. Although some applications of these business management areas are covered within the book, references are given to other information sources and further reading.

Overall

Our view remains that successful food service operations are those that have a clear understanding of their customers' needs, which they continually seek to meet.

John Cousins, David Foskett, David Graham and Amy Hollier September 2022

About the authors

John Cousins is an author and consultant, and the Director of the Food and Beverage Training Company, London. He has extensive experience within in the hospitality industry, and in education and training, and he is recognised as an international authority on food and beverage operations and management.

David Foskett is an author and emeritus professor of Hospitality Studies. With over 50 years' experience within the hospitality industry, and in education and training, and he is a recognised authority on hospitality and culinary arts. He is Chair of the International Hospitality Council and the Young Chef Olympiad and is an education and training consultant in Europe and Asia.

David Graham is Head of Tourism and Hospitality Management at Sheffield Hallam University and has considerable food and beverage teaching experience. Prior to this he spent twenty years working in food and beverage operations and management in the UK and abroad, culminating in restaurant ownership. His doctorate focussed on open kitchen operations and emotional and aesthetic labour

Amy Hollier is Director of Blended and Online Learning at Heart of Worcestershire College. Amy has over 20 years' experience within the Hospitality industry, specialising in wine and fine dining. Since working in education, Amy has also developed educational Hospitality apps for mobile technology.

Acknowledgements

We would like to express our grateful thanks to all the individual and organisations and who gave us assistance and support in developing this text, and especially those who have provided feedback on the previous editions.

In particular we would like to thank:

Foodservice Consultants Society International, UK&I; Croner's Catering, Croner Publications, London; Institute of Hospitality; IFS Publications, Bedford; Royal Academy of Culinary Arts; the late Andrew Durkan, independent food and wine consultant; Cailein Gillespie, formally lecturer in Management at Strathclyde University, Glasgow; Robert Hayward, formally Senior Lecturer, Service Sector Management, Sheffield Hallam University; Andrew Pennington, Dean of Hospitality and Tourism, Pour un Sourire d'Enfant; Suzanne Weekes, Director, Hospitality Accreditation Training and Consultancy Service.