



Australian Government

Department of Education, Employment and Workplace Relations

SITHCCC016A Develop cost-effective menus

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor

This unit describes the performance outcomes, skills and knowledge required to develop menus and plan, prepare and control menu-based catering costs within established enterprise systems. It does not deal with the specialised skills for the development of menus to meet market or special dietary needs which are found in the units SITHCCC035A Develop menus to meet special dietary and cultural needs and SITHCCC040A Design menus to meet market needs.

Menus may be classical, modern or ethnic.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Application of the Unit

Application of the unit

This unit applies to all hospitality and catering enterprises where food is prepared and served such as restaurants, hotels and other catering operations. It applies to those involved in planning menus and monitoring costs who work with considerable autonomy or in a supervisory role such as cooks, chefs and catering supervisors.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units Nil

Employability Skills Information

Employability skills The required outcomes described in this unit of competency contain applicable facets of employability skills. The Employability Skills Summary of the qualification in which this unit is packaged will assist in identifying employability skills requirements.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency. Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Plan and develop different types of menus.	<p>1.1 Identify enterprise and customer requirements for <i>menus</i>.</p> <p>1.2 Prepare menus ensuring that menu items take into account balance in the variety of cooking methods, colours, tastes and textures; nutritional values; seasonal availability; and results of sales analysis and customer feedback.</p> <p>1.3 Cost menus to ensure maximum profitability and compliance with enterprise <i>costing constraints</i>.</p> <p>1.4 Prepare innovative menus as required by the enterprise,</p>

ELEMENT	PERFORMANCE CRITERIA
	type of cuisine or particular situation. 1.5 Write menus using terminology appropriate to the market and style of menu, with item descriptions that promote menu items.
2 Control catering costs to ensure maximum profitability.	2.1 Select and use appropriate <i>catering control systems</i> according to enterprise requirements. 2.2 Plan production schedules, giving consideration to menu constraints, available equipment, expertise of labour and available time. 2.3 Control labour costs, giving consideration to rosters, scheduling, award conditions and rates. 2.4 Optimise quality and minimise waste through the application of portion control and effective yield testing. 2.5 Apply stock control measures by following correct receiving and storing procedures. 2.6 Apply procedures to maintain security in food production and storage areas to minimise risk of theft, damage or loss.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the essential skills and knowledge and their level, required for this unit.

The following skills must be assessed as part of this unit:

- various ways of sequencing food items in a menu, including classical and contemporary
- organisational skills and teamwork
- logical and time-efficient work flow
- problem-solving skills to make adjustments to a menu to reduce costs
- literacy skills to read and verify customer profiles and preferences
- numeracy skills to cost menu items and calculate quantities of commodities and other requirements for a menu.

The following knowledge must be assessed as part of this unit:

- different types and styles of menus
- historical development of menus, modern trends in menus
- principles of nutrition, including:
 - Dietary Guidelines for Australian Adults
 - Dietary Guidelines for Children and Adolescents in Australia
 - planning nutritionally-balanced menus
- culinary terms related to menus and food items commonly used in the industry
- determinants of profitability in menu-based catering operations
- inventory and stock control systems
- purchasing, receiving, storing, holding and issuing procedures
- costing, yield testing and portion control
- food wastage and control
- labour costs for commercial kitchens in general and for the organisation in particular.

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for this Training Package.

EVIDENCE GUIDE

Critical aspects for assessment and evidence required to demonstrate competency

Evidence of the following is essential:

- ability to develop a variety of innovative menus within budgetary guidelines
- development of nutritionally and seasonally balanced menus
- ability to cost menus to meet enterprise profit requirements.

Context of and specific resources for assessment

Assessment must ensure:

- demonstration of skills in planning and costing multiple menus for different customers and operational needs
- use of current industry data and prices.

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- review of samples of menus, production schedules, security plans and checklists prepared by the candidate
- oral or written questions to assess knowledge of menu items, menu types and characteristics, portion control and cost control
- review of portfolios of evidence and third-party workplace reports of on-the-job performance by the candidate.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- SITHCCC029A Prepare foods according to dietary and cultural needs
- SITHCCC033B Apply catering control principles
- SITHCCC035A Develop menus to meet special dietary and cultural needs
- SITHCCC040A Design menus to meet market needs.

EVIDENCE GUIDE

Assessing employability skills

Employability skills are integral to effective performance in the workplace and are broadly consistent across industry sectors. How these skills are applied varies between occupations and qualifications due to the different work functions and contexts.

Employability skills embedded in this unit should be assessed holistically with other relevant units that make up the skill set or qualification and in the context of the job role.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording in the performance criteria is detailed below.

Types of *menus* may include:

- table d'hôte
- à la carte
- set
- function
- buffet
- cyclical.

Costing constraints may include:

- enterprise policy on menu pricing and gross margins
- budgets
- labour requirements.

RANGE STATEMENT

Catering control systems can be manual or computerised, and may include use of the following:

- production planning sheets
- sales analysis forms
- daily kitchen reports
- wastage sheets.

Unit Sector(s)

Sector Hospitality

Competency field

Competency field Commercial Cookery and Catering