"Hospitality Services are committed to providing a professional and friendly service that invests in your future"
Whatever occasion you are looking to have catered, from an informal coffee meeting to a seated dinner for 200, we understand that each and every event is special.

Our 2016/17 seasonal hospitality menus have plenty of new ideas, whilst also keeping some of your old favourites. We have worked hard to maintain our high standards whilst also offering the best possible value for money.

Our team are passionate about delivering the perfect event, so if you have something specific in mind, then please do get in touch.

We feel that our new brochure is befitting of our new surroundings, and look forward to serving you and hearing your comments.

Steve, Ella & Chef Michael

HEADINGTON

catering-at-headington@brookes.ac.uk | 01865 48 3105

WHEATLEY

catering-at-wheatley@brookes.ac.uk | 01865 48 5867

HARCOURT HILL

catering-at-harcourt@brookes.ac.uk | 01865 48 8245

MARSTON ROAD

catering-at-marston@brookes.ac.uk | 01865 48 2679
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How to Book via BlueRunner

The catering team have launched a new easy to use online system to book your hospitality catering called BlueRunner. This system enables you to manage your hospitality catering bookings more effectively and efficiently.

It’s as easy as shopping online; just enter in your cost code, choose your items, tell us where and when you want it and add it to your basket - the rest is up to us.

You are now able to tailor your order to fit specific needs, dietary requirement or add bespoke items. Making amendments to existing bookings is simple and invoicing can be printed off straight away.

Registration is simple, and takes two minutes - why don’t you do it now.

To make your first booking, just visit http://obu.hospitalitybookings.co.uk/
A QUICK START GUIDE ...

Organising an event and not quite sure where to begin planning? Use this quick start guide to give you a helping hand with understanding the choice at your fingertips! If it’s a formal dining event you are organising, please call us for information and menus.

Banqueting on a budget? Look out for the FAB buy logo for our best budget beating buys

If you are looking for a healthier option for your event, look out for our healthy eating logo

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**Breakfast**
Simply hot drinks
Tea, coffee and homemade biscuits
Danish pastries and coffee
Hot bap and coffee

**Prices from ...**
£1.30pp
£1.90pp
£2.45pp
£3.95pp

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**Lunch**
Sandwich lunch
Soup and sandwich  
minimum 5 people
Sharing boards  
one board serves 5
Finger buffet  
minimum 5 people
Cold fork buffet  
minimum 10 people
Hot fork buffet  
minimum 10 people

**Prices from ...**
£3.55pp
£4.95pp
£5.25pp
£9.65pp
£8.95pp
£10.95pp

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**Sweet treats**
Dessert  
minimum 5 people
Afternoon tea  
minimum 5 people
Fruit platter  
serves 5 people

**Prices from ...**
£2.95pp
£5.20pp
£9.25

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**Delegate packages and alcohol**
Brookes bundles
Wine per bottle

**Prices from ...**
£9.65pp
£13.85
REFRESHMENTS & SNACKS

HOT DRINKS
Tea and coffee £1.55
Tea and coffee 100+ £1.30
Tea, coffee and biscuits £2.05
Tea, coffee and biscuits 100+ £1.70
Tea, coffee and homemade biscuits £2.20
Tea, coffee and homemade biscuits 100+ £1.90
Tea, coffee and Danish pastries £2.75
Tea, coffee and Danish pastries 100+ £2.45
Tea, coffee and cake £2.85
Tea, coffee and cake 100+ £2.55

All of our teas & coffees are 100% Fairtrade

SNACKS
Biscuits 65p
Fruit 55p
Crisps 55p
Homemade Cookies 90p
Homemade Sausage Rolls £1.75

COLD DRINKS
One Water Still 1.5L £2.35
One Water Sparkling 1.5L £2.35
Canned soft drinks 330ml £1.10
Coca Cola, Diet Coke, Sprite and Fanta orange

Life Water 500ml £2.35
Fairtrade apple juice 1L £3.20
Fairtrade orange juice 1L £3.20
BREAKFAST

PASTRIES
Selection of Danish Pastries £1.50 each

Tea, coffee and Danish pastries £2.75 pp

SOMETHING WARM
Locally smoked bacon bap £2.65
Halloumi & grilled pepper bap (v) £2.65
Selection of mini bagels £1.95 (minimum order of 5 people)
Cheese & ham croissant £2.74
Cheese & tomato croissant (v) £2.50

HEALTHIER CHOICES
Homemade granola, honey & yoghurt £1.85
Fresh fruit platter for 5 £9.25

Bacon or halloumi bap with tea or coffee £3.95 pp
SANDWICHES

SIMPLY SANDWICHES

Sandwiches filled with a selection of flavours made on a mixture of white and brown bread. One round per person.

Add crisps to your simply sandwiches for an extra 55p per person

TRADITIONAL

Freshly made rolls, wraps and sandwiches served with crisps, chilled juices and a seasonal fruit bowl. The fillings will be a selection of the flavours below on a mixture of white and brown bread.

Gluten free options available on request, please ask at time of booking.

Sandwiches & Wraps a selection from:

- Ham & chutney
- Salt beef & gherkins
- Mature cheddar & tomato chutney (v)
- Smoked salmon & dill
- Egg mayonnaise (v)
- Chicken salad
- Grilled tofu & baba ganoush (vn)
- Beetroot & goats cheese (v)
- BLT
- Chicken Caesar

Make it a meal....add two salads & traybake dessert to your traditional lunch for just £10.00 per person
SOUPS & SHARING BOARDS

SOUP
Minimum of 5 people

Seasonal soup served with mini bread rolls

We are committed to buying and using fresh, seasonal produce so that we have prime British produce when it is at its very best, as a result our seasonal soup will vary depending on what’s in season. Ask a member of the Hospitality team at the time of booking.

SOUP & SANDWICH Minimum of 5 people
Add a selection of homemade rolls & traditional sandwiches to your soup for just £2.55 per person

SHARING BOARDS
Add two salads to your sharing board for just £3.30 extra per person

Ploughmans Board
Serves up to 5 people

British glazed ham, mature cheddar, stilton, pickled onions, chutney, baby gem lettuce and bread rolls

Mezze Board (v)
Serves up to 5 people

Hummus, roasted beetroot, baba ganoush, chargrilled vegetables and khobez flatbread and bread rolls
FINGER BUFFETS

Choose one of our four finger buffet options below. Minimum of 5 people.

STREET
Beer and honey glazed pork slider with smoked bacon
Brookes popcorn chicken with Thai sweet chilli sauce
BBQ chicken skewers with spring onions (gf)
Feta and black bean mini burger (v)
Beef chipotle mini buckwheat burritos with guacamole and soured cream (gf)

ASIAN
Chicken and prawn gyoza with ginger soy dipping sauce
Shredded duck with tamarind dipping sauce in baby gem cup
BBQ pork char sui buns
Vegetarian sushi (pickled vegetables, cucumber and wasabi) (v) (gf)
Baby gem cup with pickled mouli, carrot, spring onion & coriander (v) (gf)

BEef up your buffet ...

Want to beef up your buffet? Make it a bundle by adding the following to your chosen buffet package:

+ Green leaf salad and Chef’s seasonal salad
+ Chef’s dessert of the day
+ Tea, coffee, soft drinks and water

£10.00 pp
£9.95 pp
All for just ... £15.45 pp
EUROPEAN
Spanish chorizo cooked in local Oxfordshire cider and honey
Lamb kofte with flatbread, tabbouleh and a minted yoghurt dressing
Salt cod croquettes
Caramelised onion and thyme tart (v)
Pizza topped with buffalo mozzarella and tomato (v)

BRITISH
Puff pastry of wild mushrooms, shallots and crème fraîche (v)
Pork terrine served with parsnip crisps and chutney
Blue cheese scone with celeriac remoulade (v)
Smoked mackerel pâté served with sourdough bread
Mini shepherds pie topped with root veg mash

CREATE YOUR OWN WORLD
Can’t make up your mind on which cuisine to go for?
Choose five of your favourite dishes from above for just £10.00 per person.
Only available for events in the Terrace, the Lounge & the Atrium

HOT FORK BUFFET

Choose two items from the list below. Served with two salads of your choice from page 14. Only available for groups of 10 of more.

Moroccan lamb
*Slow cooked spiced lamb served with baba ganoush and khobez bread*

Prawn goong curry (gf)
*Prawns, sweet potato and coconut curry with lemon and cardamom rice served with chutney*

Beef and ale pie
*Slow cooked tender pieces of beef with mushrooms and herbs, served with roasted garlic mash potato and seasonal veg*

Herb polenta (v)
*Herbed polenta cake with roast cherry tomatoes, rocket, parmesan and rocket pesto*

Sweet and sour chicken
*Served with egg fried rice and stir-fried mangetout with ginger*

Dhal (v) (gf)
*Slow cooked lentils served with chermoula (herbs, pickled lemon, garlic, cumin and salt) and cardamom rice*

BEEF UP YOUR BUFFET ...

Want to beef up your buffet? Make it a bundle by adding the following to your chosen buffet package:

+ Old English sherry trifle
+ Tea, coffee, soft drinks and water
ONLY AVAILABLE FOR EVENTS IN THE TERRACE, THE LOUNGE & THE ATRIUM

COLD FORK BUFFET

Choose two items from the list below. Served with two salads of your choice from page 14. For groups of 10 or more people.

Harissa chicken
*Moroccan spiced chicken with cous cous, pickled lemon and mint yoghurt*

Charred aubergine (v)
*Chargrilled aubergines, courgette, polenta croutons and tomato sauce*

Smoked trout (gf)
*Smoked trout served with Cornish potatoes, egg salad and watercress*

Pan-fried salmon
*Pan-fried salmon served with pearl barley, kale, broad beans and a herb dressing*

Glazed gammon (gf)
*Treacle glazed gammon with new potato salad, chives and salsa verde*

Panzanella (v)
*Buffalo mozzarella with heritage tomatoes and focaccia croutons*

£8.95 pp
GIVE YOUR BUFFET A BOOST....

Feeling peckish? If your event is being attended by a group with healthy appetites, bulk up your buffet by adding some of these favourites.

Tempura prawns (x 2 per person)

Cheese straws (v) (x 2 per person)

Mini glazed pork sausages (x 2 per person)

Cheddar and chive tart (v) (x 1 per person)

Chicken yakitori (x 1 per person)

Blue cheese arancini (v) (x 2 per person)

Onion Bhaji (v) (x 2 per person)

Pea and mint croquettes (v) (x 2 per person)

Homemade sausage rolls (x 1 per person)

Vegetable Samosa (v) (x 2 per person)
SALAD BAR
Minimum of 5 people

Why not choose one of our fresh salads to complement your buffet or lunch?

We always try to use fresh, local and seasonal produce. Speak to our team if you want to know what’s in season now.

Blackened cauliflower salad (v) (gf)
*Cauliflower with pomegranate, walnut and honey mustard dressing*

Chargrilled Mediterranean vegetable salad (vn)
*Chargrilled Mediterranean vegetables with couscous and wild rocket*

Orzo salad (vn)
*Orzo salad with confit cherry tomatoes, shallots, lemon juice and parsley*

Roast squash salad (vn)
*Roast squash with sage, chilli and chickpeas*

Green salad (vn) (gf)
*Green leaf salad, cucumbers and herbs with a light French dressing*

Black eyed bean salad (vn)
*Black eyed beans with bok choy, honey and soy dressing with a squeeze of lime*

Baked beetroot salad (vn) (gf)
*Baked beetroot with apple wedges, carrots, radish*

£1.65 pp
ESPECIALLY FOR STUDENTS ...

Whether you are catering for a student event or simply in touch with your inner youth, why not select from this student friendly menu? Choose 3, 5 or 7 items from the list below to build your buffet, mixing up sweet and savoury as you like. Served with tortilla chips and dips, fresh slaw and soft drinks. Minimum of 10 people.

SAVOURY

Popcorn chicken

Classic American style hot dog
*Served in a brioche roll with ketchup and mustard*

Cheddar cheese, tomato and homemade bbq sauce quesadilla (v) (x1)

Beef satay skewer (x1)

Grilled vegetable skewer (v) (x1)

4oz Beef burger
*Served in a brioche bun with tomato and lettuce*

4oz Veggie burger (v)
*Served in a brioche bun with tomato and lettuce*

Individual homemade sausage roll

Individual shepherds pie

Tempura prawns (x2)

SWEET

Homemade caramel rice crispy square

Homemade chocolate brownie (gf)

Homemade flapjack

Pick ‘n’ mix sweeties

Homemade caramel popcorn

Doughnut selection

Served with tortilla chips and dips, fresh slaw and soft drinks
SWEET TREATS
All of our sweet treats are homemade, freshly baked every day.

ROUND CAKES
*Whole cake serves 12 people.*
Chocolate orange cake
Victoria sponge
Carrot cake
Red velvet cake
Parsnip and honey cake

TRAYBAKES
Gluten free homemade chocolate brownie (gf)
Gluten free homemade ginger polenta cake (gf)
Homemade lemon drizzle cake

DESSERTS
*Minimum of 5 people, 1 dessert per order*
Homemade crème brulée
Homemade lemon tart
Homemade Oxford marmalade bread and butter pudding
Homemade Queen of puddings
A baked traditional British dessert with jam and topped with meringue
A round of sandwiches per person accompanied by tea and coffee to wash it all down. Minimum of 5 people.

**Finger sandwiches**
- Smoked salmon
- Cucumber (vn)
- Cheese & tomato (v)

**Homemade scones served with clotted cream and jam**

+ choose from one of the following:
  - Fresh fruit tart
  - Mini macaroons
  - Homemade chocolate cake

Make it Royal by adding prosecco to your afternoon tea!
BROOKES BUNDLES
Our bundles have been designed to make life simpler and to offer great value. 
Minimum of 10 delegates.

Bronze bundle
Arrival: tea, coffee and biscuits
Lunch: our simply sandwich selection, crisps, fresh fruit and dessert of the day. Mineral water and soft drinks with lunch.
Afternoon break: coffee, tea and cookies

Silver bundle
Arrival: tea and coffee with Danish pastries
Mid-morning break: tea, coffee and biscuits
Lunch: selection of sandwiches from our traditional range + crisps + any 2 salads from our salad bar + a dessert from our sweet treat range. Mineral water and soft drinks with lunch.
Afternoon break: coffee, tea and cookies

Gold bundle
Arrival: tea and coffee with Danish pastries
Mid-morning break: tea, coffee and cookies
Lunch: Your choice of finger buffet + any 2 salads from our salad bar + a dessert from our sweet treat range
Afternoon break: coffee, tea and homemade cake
Mineral water and soft drinks served throughout the day
CANAPES

Canapes provide the perfect accompaniment to your drinks reception. Choose 3 canapes from the selection below.

Confit cherry tomato, olive tapenade, parmesan crisp (v)
Smoked mackerel, wasabi mayonnaise, sesame flat bread
Cured Salmon, apple, sesame cone
Crispy duck roll, cucumber ketchup
Goats cheese choux bun, hazelnut (v)
Confit chicken and wild mushroom balontine

DESSERTS

Strawberry mousse, sweet puff pastry crisp
Mini treacle tart

Celebrate with bubbles!
Add prosecco to your drinks reception
WINE LIST
Did you know that one bottle of wine serves 6 people? Or if you are feeling generous and want to treat your guests to a slightly larger glass, allow one bottle serves 4.

WHITE WINES
The Paddock, Semillon Chardonnay, Australia 13.5% ABV
A juicy, sun-packed wine with peach and tropical fruit flavours, and a fresh finish.

Spee’Wah, Pinot Grigio, Australia 11% ABV
Light bodied and very refreshing, with lots of tropical fruit aromas.

Tokamaru, Sauvignon Blanc, New Zealand 12.5% ABV
A fresh white wine with aromas and flavours of fresh cut grass, ripe peaches and gooseberries.

RED WINES
The Paddock, Shiraz, Australia 14% ABV
Rich fruity red with flavours of plums and red berries.

La Croix, Carigan Merlot, France 12.5% ABV
A plump red with a sweet fruit finish.

El Collectivo, Shiraz Malbec, Argentina 13.5% ABV
Medium-bodied red wine with rich fruit flavours and soft, sweet tannins.

FIZZ
Bel Star, Prosecco, Italy 11% ABV
Soft and fruity prosecco with pear and floral notes
VOUCHERS

Did you know you can buy vouchers to use in any of our catering outlets?

If you are entertaining and you would like your guests to dine in any of our outlets, why not make it simple and order vouchers. You determine the value of the voucher and the quantity needed. Then all you need to do is ...

1. Go to https://obu.hospitalitybookings.co.uk - login to BlueRunner and choose vouchers in our product list
2. Let us know the quantities of the vouchers you want and the date you want them for
3. We’ll create the vouchers and either send them straight to you via internal post or leave them at one of our outlets for you to pick up.

Terms and conditions of vouchers:
Vouchers are valid for the date shown only.

Vouchers are non-refundable or transferable.

No cash alternative will be given.

Requests for vouchers must be made 3 working days in advance so that we have sufficient time to deliver them to you.
PROUD TO BE LOCAL, SUSTAINABLE & FAIRTRADE

Since becoming the world’s first Fairtrade University in 2003, Oxford Brookes has continually strived to ensure we are making the most of the fantastic local suppliers that we have on our doorstep. We are committed to buying and using fresh, seasonal produce so that we have prime British produce when it is at its best.

We source our eggs from a local, family run, farm just miles from the University. We only use Free Range eggs which means that our eggs are laid by British Free Range hens which are free to roam the British countryside.

All of our fish is Marine Stewardship Council (MSC) certified, meaning we can trace our produce right back to the boat it was caught on.

All of our teas and coffee are Fairtrade, supporting farmers and workers in the developing world through better prices, decent working conditions, local sustainability, and fair terms of trade.

All of the fresh milk we buy is organic. By purchasing only organic milk, we are ensuring high standards of animal welfare for our free-range cows who enjoy a natural grass based diet, as well as ensuring that no artificial, chemical fertilisers or pesticides are used on their pastures.
Booking Terms & Conditions

- Chartwells is the University’s chosen provider of hospitality and catering across all campuses. The use of external caterers is not permitted, all food and drink must be purchased through the University.

- Before booking any hospitality, we ask that you ensure that the room you hope to use is available and is suitable for the consumption of food. It also helps us enormously if you can state when the room will be available for us to clear.

- The food options in this brochure are for service and delivery between 7.30am and 8.30pm Monday to Friday. A member of our team will be happy to discuss possible options if your request falls outside of these hours. Charges may apply.

- The layout of certain buildings may, for health and safety reasons, restrict the service we can offer, and it may be necessary for a ‘disposable’ service to be used. Likewise, building and maintenance works throughout the University may cause disruptions to our ability to deliver hospitality at certain times. We will advise at the time of booking.

- All food is for immediate consumption.

- Disposable service ware will be used in any functions held in Gibbs, Fuller, Lloyd, Buckley, Willow, Red Oak and Tonge buildings.

- Due to access, we are unable to deliver to functions on the third floor of the Gibbs building.

- All of the hospitality equipment delivered must stay in the room. Charges will be made for missing pieces of equipment.

- There is a minimum cover charge of £22.50 for all deliveries.
Booking Terms & Conditions

- Cancellations made on the day will be charged in full.

- Invoices are generated automatically in blue runner, once the booking has been made online. Please to login to your account to access it.

- The hospitality equipment delivered must stay in the room, and missing pieces of equipment will be charged for.

- All tariffs are per person and exclude VAT at the current rate.

- Catering Services are the University’s provider for hospitality catering across all campuses. The use of external caterers is not permitted.

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<thead>
<tr>
<th>Request</th>
<th>Notice needed</th>
<th>Out of notice period surcharge may apply</th>
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<tbody>
<tr>
<td>Tea &amp; coffee</td>
<td>24 hours</td>
<td>£9.00</td>
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<tr>
<td>Breakfast, lunches, buffets</td>
<td>5 working days</td>
<td>£55.00</td>
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<td>VIP lunch/dinner</td>
<td>7 working days</td>
<td>£100.00</td>
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