

Harper Adams University Catering Department

Sustainability Policy 2020-2025

Introduction

HAU catering department is an in house catering operation running four outlets across the campus, including the dining room for the 400 catered students. The department also caters for staff and external functions.

Sustainability is often defined as meeting the needs of the present without compromising the ability of future generations to meet theirs. It has three main principles – economic environmental and social – and which all have to be maintained at the same level in order to be sustainable. For HAU catering department, sustainability is the ability to maintain and increase profits, while ensuring a pleasant working environment and reducing our impact on the environment by using as much produce off our own farm as possible.

This food policy covers all food outlets and food served by the university (excluding vending machines and the student's union).

Policy Scope

This policy aims to

The policy covers all food outlets and food served by the university (excluding vending machines and the student union).

- Graze Café
- Kaldi Café
- QMH Dining Hall
- Costa Cafe

Reporting

The policy and action plan have been developed by the catering department in collaboration with the sustainability team and have been approved by the catering manager and university secretary.

The policy and/or action plan may be amended during this period (2020-2025) or more information or options become available.

The reporting and review process is as follows...

- Annual policy review – carried out in monthly catering department meetings and reported back to senior management team
- Annual review of action plan progress (see annex below)

Policy

Food Waste

- Ensure food waste is separated from general waste – food waste is sent to an anaerobic digester via our waste collector
- Reduce volumes of food waste through communication & schemes to sell leftover food

Non-Food Waste

- Eliminate use of single use disposable cups through the 'Reuse Cup' scheme
- To reduce use of disposable takeaway containers and to use 'biodegradable' versions when they are needed
- Reduce use of disposable cutlery and use environmentally friendly versions when they are needed
- Ensure all recyclable materials are separated for recycling
- Reduce the usage of materials which are sent to landfill
- Have reusable water bottles & coffee cups available for purchase and ensure refill stations are available for all staff and students to use – promote & increase use of Refill Scheme

Energy Consumption

- Keep energy consumption to a minimum regarding food production, transportation and storage
- Continue to support the university's Sustainable Transformation Energy Project (STEP) which is designed to generate 75% of electricity and 80% of heat for the university

Food Traceability, Provenance & Seasonality

- Meat from the Harper Adams Farm to be used whenever possible
- Ensure local suppliers are used to reduce food miles and support local businesses
- Ensure seasonality of foods is reflected in the menus
- Ensure customers have information regarding origin of their food

Ethical Sourcing

- Sustainable sourcing of fish such as those accredited by the Marine Stewardship Council – HAU catering department is MSC certified
- Choose Fairtrade certified products where appropriate, for products such as coffee, to help ensure a fairer deal for disadvantaged producers, and promotion of Fairtrade awareness to staff and students

Health & Wellbeing

- Provide nutrition labelling on menus to help staff and students with their food choices
- Provide ingredient and allergen information on menus
- Use cooking methods that help reduce salt, fat & additives
- Encourage consumption of 5 a day

Procurement

- Buying decisions to be made based on economic, social and environmental factors e.g. ensuring the best value for money but while covering food safety laws and moral responsibility, and environmental concerns
- Take notice of Fairtrade, organic, free range etc
- Use the TUCO buying framework where appropriate

Employment

- To provide employment for members of the local community
- To provide flexible working hours to support those with younger children or those looking for better work life balance
- To provide employment and work experience for people who may struggle to find opportunities elsewhere such as people suffering from learning difficulties

Training & Development

- To provide apprenticeships and degree apprenticeships to current and new members of staff
- To provide short course training to staff members where it is necessary to their work or where it is an area of interest related to their work

Communication

- Ensure staff, students and visitors have access to the sustainability policies and other related documents
- Ensure staff, students and visitors have the information needed to make sustainable food choices

Authorised

Name	Position	Date
Catherine Baxter	University Secretary	22 nd June 2021
David Nuttall	Catering Manager	22 nd June 2021

Action Plan 2020 – 2025

Food Waste

1. Improve awareness of volumes of food waste to both staff & students and encourage reduction of food waste through posters and targets
2. Continue with and develop the end of service scheme – where at the end of dinner service, any food which cannot be reused by chefs is available for students to takeaway for free
3. Improve signage & availability of bins to ensure food waste is going in the correct bins
4. Investigate ways to reduce kitchen food waste

Non-Food Waste

1. Increase returns of the reuse cup through promotion/awareness, and a survey to identify barriers to returning or reusing the cups
2. Work with the estates department to improve disposal of our environmentally friendly food boxes to reduce the environmental impact
3. Improve signage & bins for recycling

Energy Consumption

1. Carry out an audit of current energy consumption and identify any areas for reduction

Food Traceability, provenance & seasonality

1. To work with Harper Adams Farm to increase meat used from the farm, e.g. adding beef to the lamb and pork currently used
2. Improve labelling of meat products – promoting meat from sourced from the farm, and traceability of meat from other sources

Ethical Sourcing

1. Identify Fairtrade products currently used and promote this to customers
2. Identify other Fairtrade products we could be using

Health & Wellbeing

1. Use our stock system to create the nutritional content of meals and to identify ingredients and allergens in meals
2. Use our labelling machine better to provide this information to customers
3. Identify portion sizes of vegetables and salads to give customers an indication of how to achieve 5 a day

Procurement

1. Identify a list of key sustainability points for suppliers and work with suppliers to ensure they meet our sustainability needs

Training & Development

1. Continue to offer opportunities for all staff
2. Identify areas in the department which could be improved to ensure any training benefits the whole department

Communication

1. Display the sustainability policy for catering staff
2. Create a sustainability section on our website and staff portal
3. Use menus, posters and social media to promote sustainability initiatives

Authorisation

Name	Position	Date
Catherine Baxter	University Secretary	22 nd June 2021
David Nuttall	Catering Manager	22 nd June 2021

Annex 1: Action Plan Review 2021

Action Plan Point		Progress Update	Key areas to work on	Date & Who Involved
Food Waste	Point 1			
	Point 2			
	Point 3			
	Point 4			
Non-Food Waste	Point 1			
	Point 2			
	Point 3			
Energy Consumption	Point 1			
Food Traceability Provenance & Seasonality	Point 1			
	Point 2			
Ethical Sourcing	Point 1			
	Point 2			
Health & Wellbeing	Point 1			
	Point 2			
	Point 3			
Procurement	Point 1			
Training & Development	Point 1			
	Point 2			
Communication	Point 1			
	Point 2			
	Point 3			