



Harper Adams University Catering Department Sustainability Policy Action Plan February 2013

This action plan has been produced in order to support the Environmental Sustainability Policy of Harper Adams University, as well as to recognise the actions which are already taking place throughout the department. This action plan then underlines the timescale of the policies that we have put and intend to put into place over the next 12 months.

Policy	Action	Date
Purchase seasonal and regional food produce to minimize energy used in transport, storage and food production	HC to work with JC to ensure that the menu's reflected this and liaise with the crop dept.	Ongoing
Seasonality will be highlighted in the menus Suppliers that source locally will be used wherever possible	PS to check seasonal foods and make sure that these are written on the menu's	September 2013
Seasonal foods will be promoted to all customers	Seasonal fruits will be stocked in preference to out of season fruit,	September 2013
Meat from the Harper Adams farm will be used wherever possible (Pork, Beef & Lamb), as well as Potatoes, Beetroot, Leeks and Herbs	HC to maintain using Harper Adams farm for meat and vegetables wherever possible	Ongoing
Red tractor Products to be purchased from suppliers where possible & Promoted to customers & clients	To continue purchasing 100% Red Tractor Raw Meat. PS to promote the use of Red Tractor Welfare	

<p>Local food sourcing is promoted to Conference Clients</p> <p>All meat to be stunned before slaughter</p> <p>Promote the use of Local food at the Harper Adams Farmers Markets</p>	<p>Meats</p> <p>DN to ensure that conference dining staff are promoting local foods to clients and promotional boards</p> <p>HC & PS to ensure that all WASK & WATOK Regulations are being adhered to with help of W.G Yates abattoirs & other meat suppliers</p> <p>HC & PS to work & promote the use of local products in a stall at the Farmers Market's</p>	<p>March 2013 (start of conference season)</p> <p>October 2013 (introduction of WATOK)</p> <p>March 2013</p>
<p>Take seriously the issues of Health and Well Being</p> <p>Implement cooking methods that help reduce salt, fat and additives</p> <p>Provide greater awareness on calorie content of menus</p> <p>Use of Pomace Oil, (which has reduced fat content)</p> <p>Salt and Pepper taken off the tables and replaced with sachets, to discourage use</p>	<p>Opening of Salad extensive bar in Graze Café</p> <p>Produce homemade soup, reducing wastage and salt contents in products</p> <p>KS to produce calorie counts for all meals & hot drinks (Cappuccino & Latte), PS to ensure that calorie count is on menus</p> <p>HC to ensure that Pomace oil is ordered & used throughout menus assess invoices on a quarterly basis</p> <p>Monitor purchase of salt & pepper sachets for use quarterly</p>	<p>April 2012 & Seasonally</p> <p>Ongoing</p> <p>March 2013</p> <p>March 2013</p> <p>March 2013</p>

Promotion of a Feel Good Food Day	Promotion of the Feel Good Food Day, including potential non meat days or more vegan options, reduced portion sizes, more white meat options, using MSC fish & having “high welfare days”, a Vegetarian evening will be put on in graze on a monthly basis	May 2013 February 2013
Keep waste to a minimum	AH and BB to divide recycling, to be assessed monthly	March 2013
Reduce, reuse and recycle paper, plastics, cardboard and cans in all outlets	Extra recycling facilities in Graze cafe	May 2013
Ensure all recyclable materials are segregated from general waste and monitor volumes produced	KH to provide volumes of waste produced periodically. PS to encourage Chefs & Front of House to make full use of the recycling facilities	June 2013
Segregate food waste from general waste	PS to introduce and promote food waste bins in the food outlets for use by Students & Staff	June 2013
Raise awareness with staff, students and visitors on the volumes of food waste generated	Publishing the non-recyclable waste levels and food waste on a weekly level. PS to use Dashboard Systems to assess busier days	February 2013
100% of food waste to go to the onsite Anaerobic Digester	Supervisors to ensure all food waste going into food waste bins. KH to monitor and liaise with HC	June 2013
Provide recycling stations in the kitchen for cardboard, cans, oil, glass and plastics	DN to redesign kitchen area incorporating recycle+	October 2012

<p>Waste oil is collected and used for bio-diesel</p> <p>Reduce use of disposal cutlery & crockery - Cutlery and crockery is used wherever possible, disposable products are only used for takeaways, or where there is health and safety implications</p> <p>Reduce the amount of disposable cups being used to reduce waste</p>	<p>points</p> <p>200+ liters exchanged Last year for conversion. Continue to have waste oil recycled into biodiesel</p> <p>PV to monitor amount of disposables used/purchased</p> <p>PS to promote 'bring your own mug' in Kaldi and Graze with an incentive of a free coffee. Set up loyalty scheme. Students encouraged to bring their own receptacles e.g. to RAG Dinner</p>	<p>December 2012</p> <p>March 2013</p> <p>March 2013</p>
<p>Keep energy consumption to a minimum</p> <p>Turn off gas/electric cookers or other appliances when not in use,</p> <p>Built in timers on all vending machines to be used, to reduce energy use age by approximately 15%</p> <p>Reducing the consumption of energy in all outlets</p> <p>Automatic fridge lights, which turn the lights off when the door is shut</p>	<p>HC and JC to check all appliances are being turned off when not in use, to reduce electricity usage & gas usage by 10%</p> <p>PS to ensure plug timers are set to the right times and regularly checked Staff will be educated and prompted to turn power off by DN, HC, JC, PS & SH Supervisors to raise awareness with all staff on energy saving behavior</p> <p>Fridges to be serviced on an annual basis to ensure they are working to full capacity</p>	<p>June 2013</p> <p>March 2013</p> <p>March 2013</p> <p>October 2013</p>

Lights turned off when rooms aren't in use	An end of shift task to be undertaken by supervisors	February 2013
Delivery levels to be monitored & assessed in regards to deliveries to the Kitchens	PS & HC to reduce the number of deliveries to HAU by 10% in an attempt to use just in time solutions or back hauling if possible	September 2013
Choose Fairtrade products to help ensure a fairer deal for disadvantaged producers		
We first achieved Fairtrade status in 2009 and this status was renewed on 16 th June 2011	Renewal for the next period will be applied for and Fairtrade status continued	June 2013
Continue to stock Fairtrade produce in all of our outlets including vending machines	SH to continue to purchase Fairtrade products for both cafes	February 2013
Push forward with Fairtrade initiatives such as Fairtrade Fortnight	PS to promote Fairtrade fortnight	February 2013
Establish Harper Adams as a part of the regional Fairtrade coalition	PS and DN to attend Telford Fairtrade Coalition meetings	February 2013
Promotion of Fairtrade awareness to staff and students	Using Fairtrade fortnight as a start of promotion throughout the year, including a forum & lecture involvement	March 2013
Communication		
Allowing access to the policies delivered by the HAU Catering Department to be accessible by: Staff, Students, Visitors & Guest	PS to work with IT to get the Policies on the Intranet	

DN = David Nuttall
JC = James Chapman
KS = Katy Smith
SH = Sandra Hall
PV = Priti Vishwabhan

HC = Head Chef
PS = Placement Student
AH = Andy Heal
BB = Barry Brooks