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**Document History**

- Sustainable Food Policy 2015
- Fairtrade Policy 2016-17

If you require this information in Welsh or another format please contact Catering Services on, catering@cardiff.ac.uk
1. Purpose

This Policy applies to all staff employed in Catering Services who work within the Catering and Hospitality departments. The purpose of this document is to set out the Catering Departments standards and aspirations for the ethical and sustainable procurement and service of food across its catering services.

2. Context and Scope

This policy outlines the Catering Services commitment to ethically and sustainably procured food across all catering activities, incorporating every stage of the food delivery chain from procurement through production to end consumer. It also takes in to account impact of packaging and food waste and how to minimise our impact through the choices of suppliers and ordering.

Catering areas included in the policy are:
- Event Catering and Bars
- Delivered Hospitality
- Restaurants and Cafés
- Residential Catering

3. Relationship with existing policies

Sustainability at Cardiff January 2018 v2
Environmental Sustainability Strategy Action Plan 2018-2023
Single Use Plastics action plan 2018-2019
Nutrition Policy 2018-2019
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4. Overarching principles/background

What is sustainable food?

According to Sustain there is no legal definition of ‘sustainable food’, although some aspects, such as the terms ‘organic’ or ‘Fairtrade’ are clearly defined. Sustain’s working definition is that sustainable food should be produced, processed and traded in ways that:

- Contribute to thriving local economies and sustainable livelihoods – both in the UK and, in the cases of imported products, in producer countries;
- Protect the diversity of both plants and animals (and the welfare of farmed and wild species) and avoid damaging natural resources and contributing to climate change;
- Provide social benefits, such as good quality food, safe and healthy products and educational opportunities.
- Respects the highest standards of animal health and welfare, compatible with the production of affordable food for all sectors of society.

Catering Services aspire to support and work towards achieving the basis of this definition in its food production, processing, trading and related procurement activities.

A research paper by Euromonitor International, identified ‘green’ food, sustainably sourced and handled food and food which is beneficial to health, as one of 10 major trends for 2017. It concluded that “more people will care about cutting down on food waste in and beyond the home, trying harder to avoid un-healthy food and overeating and be keener on more natural, local and seasonal food”.

Consumers will also become more accepting of buying and eating food which is “non-perfect”. With a continued demand for transparency about the production process, with consumers seeking out products that have stories which make them feel good about their consumption choices. Demand for local food is predicted to remain strong.

5. Procedure

What is Cardiff University Catering Services doing?

Our menus are prepared daily using fresh ingredients by our chefs on site at each restaurant. We do not source cook-chill products or ready meals. Our suppliers are nominated and regulated through our membership of TUCO (The University Caterers Organisation) and HEPCW (Higher Education Purchasing Consortium Wales).

Our menus meet healthy living guidelines. This policy covers all food outlets and food served by Cardiff University Catering Services and any contracted catering providers (excluding vending).

The department offers and is developing policies that will ensure healthy, sustainable catering is produced, processed and traded in ways that include:

- Using local, seasonally available ingredients as standard, to minimise energy used in food production, transport and storage
  - Menu planning will reflect seasonality
  - Suppliers will be encouraged to buy locally to minimise road miles
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- Purchasing food from farming systems that minimise harm to the environment and enhance animal welfare
  - We will procure assured food standard food items such as Red Tractor products
  - We will only serve free range eggs
- Excluding fish species identified as most ‘at risk’ by the Marine Conservation Society and specify fish only from sustainable sources.
- Commit to making a voluntary pledge to RSPO to minimise the use of palm oil and where palm oil is used ensure it is certified sustainable. To work towards RSPO certification.
- Choosing Fairtrade-certified products for food and drinks imported from poorer countries, to ensure a fair deal for disadvantaged producers. We will continue to commit to Fairtrade and maintain our Fairtrade University status as renewed in February 2018 by;
  - All coffee and breakfast teas will be fairtrade
  - Bananas will be fairtrade, subject to supplier availability
  - Procure fairtrade products where possible and continually look to procure fairtrade where viable
  - To support fairtrade fortnight and raising awareness of the fairtrade organisation
- Food waste during the food production process will be monitored. Catering will ensure food waste is segregated in its kitchens and diverted from landfill
- As part of the creation of restaurant and event menus portion sizes will be established and shared with customers and staff to ensure minimal plate food waste. will Waste Food will be monitored
- Promoting tap water
  - We will serve in-house bottled water at Events and Meetings
  - We will ensure mains-fed, water fountains are available in all restaurants, providing the ability to refill
  - We will have refill points in each of our catering outlets promoting our in house ‘refill’ campaign
- Promoting health and well-being by offering generous portions of vegetables, fruit and starchy staples like wholegrains, cutting down on salt, sugar, fats and oils and cutting out artificial additives
  - We will promote a healthy option on the daily menu in Restaurants
  - Introduction of self-service salad bars in restaurants
  - We will promote healthy meal deals in the cafés

6. Future Actions

Our objectives for 2018 - 2020 are to work to specify food from farming systems that minimise harm to the environment
- Work with the Soil Association Food for Life Catering Mark and Sustainable Restaurants
  These awards provide an independent guarantee that what is on your menu is freshly prepared, free from undesirable additives and better for animal welfare
  https://thesra.org/
  https://www.soilassociation.org/certification/catering/sectors/further-and-higher-education/
- To continue to support Fairtrade - choose Fairtrade Certified products for food and drinks imported from poorer countries to ensure a fair deal for disadvantaged producers. Maintain our University Fairtrade accreditation by continuing to offer a comprehensive range of Fairtrade products and raising awareness.
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- Review the work of the Assured Food Standards Agency and procure “Red Tractor” products as a minimum and “Freedom Meat” where possible by:
  - Reducing the amount of foods from animal origin (meat, dairy and eggs) served, as livestock farming is one of the most significant contributions to climate change.
  - Promoting meals rich in fruit, vegetables, pulses and nuts. Continue promoting “less meat Monday” and build on it, consider running on additional days.
- Achieve Good Egg Award – ensuring 95% of the eggs used by Cardiff University Catering Services are free range and aim to increase this to 100% by 2020
  [https://www.compassioninfoodbusiness.com/awards/good-egg-award/](https://www.compassioninfoodbusiness.com/awards/good-egg-award/)
- 80% of milk purchased will be Organic and all milk will be from local producers/suppliers.
- Introduce an in-house version of the “Love Food, Hate Waste” campaign
  [https://www.lovefoodhatewaste.com/what-to-do](https://www.lovefoodhatewaste.com/what-to-do)
- Only use fish from sustainable sources – those accredited by the Marine Stewardship Council. Work towards achieving MSC accreditation
  [https://www.msc.org/get-certified](https://www.msc.org/get-certified)

Promote health and well being

- Generous portions of fruit, vegetable and whole-grains
- Cooking methods that adopt cutting down on salts, fats, oils and artificial additives
- Remove hydrogenated vegetable oils from the business
- Healthy “meal deals”
- Menu plan and promote less meat days
- Introduce more vegetarian and vegan options to all catering menus

Promote initiatives that encourage filtered tap water in reusable jugs or bottles

- Create a “Refill” campaign across campus, promoting ‘water on tap’ in all designated retail venues
- Continue to produce in-house bottling system for bottled spring water at delivered hospitality meeting rooms and Events

Reuse and Recycle Initiatives

- Suppliers tasked to deliver only in minimal packaging (e.g. without lids)
- Explore reusable packaging (e.g. crates) to be used by suppliers
- Procure 80% recyclable, compostable and biodegradable disposables
- Encourage customers to separate different materials for recycling through bin banks and clear signage
- Using our own “mug” and continued support of keep cup promotion – introducing increased incentive promotions
- Reduction in carrier bag use. Any carrier bags provided are compostable paper bags
- Continue to support the recycling collection scheme for waste kitchen oil to be collected and turned into bio fuel for supplier delivery vehicles
- Reduce plastic bottles by 50% across all catering outlets by 2020
- Introduce Refill water campaign and sell non-plastic refillable water bottles at not for profit price
- Introduce a closed loop cycle for disposable packaging and food waste across Catering Services
- Replace Delivered Hospitality packaging to remove all non-reusable plastics
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- Record the amount of waste being discarded in the food outlets and looking at best practice in terms of reducing the level of food waste. Consider participation in TooGoodToGo app

Procurement Objectives
- Work with suppliers to encourage better processes and improvements to the supply chain and the products and services supplied
- Develop the use of Fair Trade and other ethically traded products and services
- Fresh, seasonally available ingredients will be used where possible, to minimise energy used in food production, transport and storage.
- There is a commitment and target that all eggs or products containing eggs must be of Lion ‘CLASS A’ (or equivalent).
- There is a commitment and target that 80% of milk used is from local farmers purchased at a fair price.
- Encourage Small and Medium Enterprises (SMEs), local and regional suppliers to bid for supply agreements.
- Exclude fish species identified as most at risk by the Marine Conservation Society, and only choose fish from sustainable sources, such as those accredited by the Marine Stewardship Council

Water and Energy Usage
- When replacing equipment, purchase energy and/or water saving pieces
- Introduce internal awareness campaigns
- Provide staff training on water and energy wastage and how to minimise