

Ethical Catering Policy

David Morton
26/11/2018



UNIVERSITY OF
WINCHESTER

Document Title	Ethical Catering Policy
Document Author and Department:	David Morton - Catering
Responsible person and Department:	David Morton - Catering
Approving Body:	
Review Date:	Annually
Date latest edition comes into force:	28 November 2018
Edition (Date of Approval)	Edition 1: 28 November 2018
Indicate whether the document is for public access or internal access only	Public Access
Indicate whether the document applies to	Internal Access Only

collaborative provision? <i>(Strikethrough text, as appropriate)</i>	Applies to Collaborative Provision
Summary/Description:	
<p>This document defines the Ethical Policy for the Catering Department has been developed in support of the University of Winchester Carbon Management Plan. The Catering Department recognises its responsibility to the environment and carries out its activities in an environmentally and socially responsible manner. We strive to incorporate environmental and social considerations into our operation. We recognise that it is our responsibility to encourage our suppliers to minimise negative environmental and social effects associated with the products and services they provide. We will also strive to ensure that local and smaller suppliers are not discriminated against in the procurement process and specifications, and that they are actively encouraged to participate in tendering opportunities.</p>	

Introduction

The Ethical Catering Policy has been developed in support of the University of Winchester Carbon Management Plan.

The Catering Department recognises its responsibility to the environment and carries out its activities in an environmentally and socially responsible manner. We strive to incorporate environmental and social considerations into our operation. We recognise that it is our responsibility to encourage our suppliers to minimise negative environmental and social effects associated with the products and services they provide. We will also strive to ensure that local and smaller suppliers are not discriminated against in the procurement process and specifications, and that they are actively encouraged to participate in tendering opportunities.

Objective

The ethical catering policy seeks to;

- Conform to the University's Environment Strategy
- Minimise the negative environmental and social impact associated with the various operations of the department and service provided
- Give preference to products and services that are manufactured, and can be used and disposed of, in an environmentally and socially responsible way.
- Encourage the inclusion, wherever possible, of effective, sustainable criteria in all TUCO tender specifications.
- Ensure that provenance and ethical standards are a driving factor for food purchasing.
- Avoid unnecessary expenditure on food or services

Aims

The aims of the policy are to;

- Apply the policy to all catering outlets as well as all the food and drink served for internal Hospitality and external Conferences.
- Ensure as a minimum standard that no food procured by the department contains any of the South Coast Affinity Group (SCAG) banned additives and that suppliers' product specifications meet the minimum criteria for the Soil Association's "Food for Life" award.
- Improve employee awareness of relevant environmental and social effects of purchases through appropriate training and induction programmes.
- Ensure non-discrimination against smaller suppliers and active encouragement of their participation in tendering opportunities.
- Ensure that we always give preference to sustainable products and where viable at least 30% of our food and drink purchases will be made from local ethical suppliers.
- We actively seek to partner public sector organizations, such as TUCO, NHS Supplies and HCC to aggregate our purchasing power and to increase the sustainability of the food we buy.
- Communicate the ethical catering policy, specifically information related to the sustainability of our food, to all our customers via various mediums including; the University Intranet, posters, newsletters, plasma screens, notice-boards and social media.

- We will work with the Procurement and Ethical Supply Chain Manager to ensure procurement decisions seek to ensure that goods and services are procured by:
 - not endangering human or environmental health and minimising damage to the environment via obtaining the original resource, resource use, manufacturing methods, pollution, emissions and other waste by-products throughout the life cycle
 - prohibiting the use of materials derived from threatened ecosystems, species or environments, and avoiding products and services that cause cruelty to animals
 - supporting the principles of fair and ethical trade, and social and ecological labels
 - selecting in accordance with whole life costs and benefits
 - sourcing from suppliers who can demonstrate sound sustainable practices throughout their own supply chain
- We recognise our responsibility as an employer and catering staff will be trained in food sustainability. As a minimum standard staff will be aware of the various certification systems held by the department and their relevance for food products and production.

In detail, our commitments and targets are as follows;

Fruit and Vegetables;

- Our menus will always try to reflect seasonal change.
- Seasonal fruit will always be stocked in preference of non-seasonal fruit, where possible.
- We will always encourage our suppliers to supply local products, where possible.
- We will use Organic, Fairtrade bananas in our outlets, where possible
- We will not use air-freighted goods

Fresh Meat;

- Our minimum standard for all meat purchases will be Red Tractor, Farm Assured meat, and where possible this will be provided by local producers and butchers.
- In addition to Farm Assured all our pork and chicken meat will be free range.
- We will use organic beef burgers and mince and use organic meat where financially feasible.

Fish;

- We will only serve fish on our menus which is not on the Marine Conservation Society's "*fish to avoid*" list.
- We will endeavour to increase the use of fish carrying the MSC accreditation
- We will actively encourage our suppliers to source locally caught fish
- All tinned tuna will be pole and line caught skipjack and/or yellowfin as a minimum.

Fairtrade;

- We will achieve University Fairtrade status using the new National Union of Students, 2 year awards scheme.
- A member of the University will continue to sit on the Winchester City Fairtrade Network.
- We will continue to collect and monitor Fairtrade products sales data and make this available for the annual return to the Fairtrade Foundation.
- We will continue to increase the range of Fairtrade food as products become available

Dairy and Eggs;

- All our dishes and recipes requiring whole raw egg will be made using organic eggs
- We will only use milk that is certified 100% organic in our recipes and coffee bars.
- We pledge to monitor and reduce the amount of dairy produce we serve, replacing it where possible with pulses, beans and other sources of protein that are not of animal origin. We will also increase the proportion of plant-based foods, particularly wholegrain foods, fruit and vegetables.

Bread;

- We will work with our suppliers, on an ongoing basis, to introduce baked goods, including breads, which do not feature unnecessary ingredients and additives

Water;

- We will use water filtration system for supplying purified tap water, utilizing re-usable glass bottles for our Conference and Hospitality services.

Deliveries;

- We will monitor all catering deliveries and work with all suppliers with the aim of reducing these to the absolute minimum.

Waste and Recycling;

- We will work with suppliers to reduce packaging and use reusable packaging wherever practicable.
- We will regularly monitor the food waste whilst seeking to reduce it by;
 - monitoring the main sources of waste;
 - auditing the waste using Chef's Eye; implementing more efficient ordering systems,
 - better storage and stock rotation;
 - separating wet waste from dry waste;
 - developing a strategy for reducing actual waste to an absolute minimum
- We will aim to increase recycling of cardboard, paper, glass and metal waste, from sources generated by the catering staff and campus users, year on year to help the University achieve any pre-agreed targets.
- We will introduce and maintain a "latte levy" on single use hot and cold drinks cups across campus
- We will send all food waste (e.g. potato peelings) to anaerobic digestion.

- By working with suppliers, we will reduce the amount of waste from all sources and send all general waste to Energy Recovery

Energy and Water;

- The catering team will seek to work with the Estates team to assess how much energy and water is used within the department and establish a 5 point plan for how this level could be reduced each year.
- Ensure that all new equipment purchased for the department is assessed on "full life cost"

Accreditation;

- We will develop recipes across the various outlets to maintain the Soil Association's Bronze, Silver and Gold "Food for Life" award where achieved and continuously strive to improve those recipes where possible.
- We will strive for accreditation of groups and bodies that encourage the continual improvement of sustainable practices such as the Sustainable Restaurant Association.

Monitoring;

Director of Estates and Facilities Services and the Catering Operations Manager are responsible for;

- Agreeing with the Deputy Vice Chancellor the commitments and targets
- Providing an annual report on the monitoring and compliance of the policy