

University of Greenwich Sustainable Food Policy

The University of Greenwich and its catering partners recognise their responsibilities to provide nutritious and sustainably sourced, prepared and served food to students, staff and visitors.

This policy covers all our food catering outlets and hospitality menus provided by Graysons and Sodexo and is supported by the University of Greenwich Student's Union who strive to meet its aims. As an institution we will ensure this policy is integrated into all future contracts and the ethos is included in all new initiatives. This document forms part of the University of Greenwich Sustainability Policy and aims to address the objectives therein. This policy will be implemented, monitored and annually reviewed by the Sustainable Food Steering Sub-Committee who will report to the Sustainability Management Committee biennially.

We will monitor progress against key targets on specific parts of our catering operations. Ongoing sustainability improvements to the menu will be required and these will be communicated to customers. The university seeks to maintain its role as a responsible food provider using our buying power to encourage healthy and sustainable food production and consumption and will support local and university based sustainable food projects.

As a minimum we will ensure that:

- We maintain the Gold Soil Association Food for Life Catering Mark across all of our menus.
- We remain a Fairtrade University and Students' Union.
- We only serve MSC certified sustainable seafood and maintain MSC chain of custody certification in our outlets.
- All meat served is at a minimum Red Tractor certified and is sourced from animals that meet Food for Life accreditation requirements.
- At least 50% of all meat served is from free range reared animals and where possible, to the minimum standard of RSPCA Assured and/or Soil Association Organic Certification.
- All fresh eggs and egg products are certified free range.
- 100% of milk used and sold is organic.
- All tea, coffee, sugar and bananas are certified Fairtrade and that we maintain the requirements set out in our Fairtrade Policy.
- Free tap water is available and clearly communicated in all outlets.
- No palm oil is purchased for use in our cooking.
- Seasonal and locally sourced food is always on the menu.
- Sustainable food options, incl. vegan and/or vegetarian, always appear in our hospitality menus.
- We provide a discount on hot drinks to those who use reusable cups.
- We meet all environmental legislation applying to our outlets.
- We participate with and respond to requirements of the Estates & Facilities Environmental Management System.
- Ensure that any unsold surplus food that can be safely donated is given away with no food waste goes to landfill. A comprehensive waste measuring and reporting systems is expected to be in place.
- We have plans that minimise deliveries.

These are the minimum service level requirements, further targets are included in the document following.

Approved by the University Health, Safety, Sustainability and Wellbeing Board 07/12/2023

Signed:



Peter Garrod
University Secretary (Chair of the University Health, Safety, Sustainability and Wellbeing Board) Date: 5
February 2024

SUSTAINABLE FOOD POLICY: TARGETS

Engagement

Target	How we will measure this	Who has responsibility for each target as appropriate	Completed by:
Promote sustainable food and behaviours to customers and utilise social media to capture a larger audience. Additionally supporting the University's key themed sustainability events annually (including Green Week and Fairtrade Fortnight). Caterers should deliver ongoing engagement activities focused on particular areas of sustainable food such as local food.	Frequency of sustainability posts on dedicated media channels. Number of blog posts submitted. Number of campaigns run in each outlet per year	Caterers/Students Union	Ongoing and reviewed quarterly and annually
Hold quarterly Fairtrade and Sustainable Food Steering Group meetings with all relevant stakeholders including student representation	Membership review Documented minutes	Steering Group	Ongoing and reviewed annually
Continue to examine the sustainability policies of all suppliers to ensure they align with the University's values	New/potential suppliers will be reviewed at each quarterly steering group meeting and findings included in the minutes	Caterers/Students Union	Ongoing

Accreditations

Continue to move to 60% of all chocolate confectionery sold in outlets to be Fairtrade certified	Annual audit of orders	Caterers/Students Union	30% target achieved by April 2024.
Undertake audit, set baseline and agree targets covering as a minimum: organic and/or Fairtrade supplies of rice, pasta, flour, pulses and tinned products	Annual audit of orders	Caterers/Students Union	Audit undertaken, baseline set and target agreed by April 2023.
Zero Environmental Management System waste non-conformances upon audit	Annual audits	Caterers/Students Union	By end of academic year 2022/23

Fish

Promote Marine Stewardship Council/sustainable fish as part of food offer using poster or other media in outlets at least monthly with references such as hashtags within social media as appropriate.	Number of promotion activities recorded.	Caterers/Students Union	April 2023
--	--	-------------------------	------------

Fruit and Vegetables

Recognising the importance homegrown foods – stock and use fruit and veg from the Avery Hill Edible Garden when in season	Annual audit of products	Caterers/Students Union	Ongoing
Increase usage of seasonal produce	Annual audit of products	Caterers/Students Union	Ongoing
Increase usage of organic fruit and vegetables but to first set out how to capture this information for effective target setting and reporting purposes.	Annual audit of products	Caterers/Students Union	January 2024
Identify using sales data the meat to non-meat ratio of hot meals. Aim for a 10% increase of non-meat meals annually	Quarterly audit of menus by the Steering Group	Caterers/Students Union	Review 6 monthly from April 2023

Meat

Only serve red meat once a week as a maximum and aim to include one vegan option every day	Reviewed quarterly at steering group meeting	Caterers/Students Union	Ongoing
Caterer to engage with suppliers to understand the production system under which animals are reared	Annual supplier review. Key suppliers to be featured in blog posts.	Caterers/Students Union	Ongoing
Meet the costs of implementing higher welfare standards by controlling portion size and using value cut meats.	Any menu changes to be reported at the quarterly steering group meeting	Caterers/Students Union	Ongoing

Dairy and Eggs

Work with caterers to reduce the maximum mile radius that milk is supplied from and set a target maximum mileage for sourcing taking into account campus location.	Figures to be published on current mileage and a profile on our suppliers and why we choose them	Caterers/Students Union	April 2023
Increase usage of organic dairy products. Review current use for baseline and set targets in future as appropriate.	Annual audit of products	Caterers/Students Union	April 2023

Seasonality and locality

Increase the amount of seasonal foods offered in catering outlets/shops	Annual audit of products	Caterers/Students Union	6 monthly from first review April 2024
Increase usage of locally sourced foods. Local is defined as within 100 miles of the Greenwich campus.	Annual audit of products	Caterers/Students Union	Annually from first review Jan 2024

Hospitality Menus

Review Hospitality menu to ensure that the sustainability credentials of the whole menu are clear both on menu and labelling at point of service.	Reviewed by the Steering Group annually	Catering and Events Team	April 2023
---	---	--------------------------	------------

Disposables *(note changes to forthcoming policies on single use materials will impact on this area and we would expect caterers to ensure where possible we are in compliance as far ahead as reasonable.*

Aim for a minimum of 25% reusable cup rate annually, with campaigns and promotions to achieve.	Photos and blog posts followed collection of usage data	Caterers/Students Union/Sustainability Team	Ongoing
Maintain and when possible increase the discount of using reusable drinking containers	Annual review of discount	Caterers/Students Union	Ongoing
Phase out of disposable plastics (including cutlery, food containers, straws, cups, etc) with action to tackle reductions in plastic used through procurement of goods.	Reviewed by the Steering Group annually	Caterers/Students Union	Review compliance every April
To collaboratively investigate the switch from a reusable cup discount to a disposable cup tax. Including food containers if feasible.	Recorded meetings and sales data		Agreement by April 2023
Pilot reusable food containers with the aim of rolling out across the outlets to reduce container waste.	Sales data and roll out	Caterers	Ongoing
Reduce the sales of bottled water by promoting the use of reusable bottles and free available water. To also investigate the sources of bottled water	Sales data and campaign/promotional information.	Caterers/ Students Union	Quarterly and annual review every April

Cleaning Materials

Source less harmful alternatives where appropriate	Review of products used annually and report on any changes	Caterers/Students Union	Ongoing
--	--	-------------------------	---------

Waste

All back of house food wastes from catering outlets to be sent for composting	Duty of Care Audit	Caterers/Students Union	Review every April
Every outlet to monitor and record food waste including plate, preparation and leftover sales with the aim to reduce.	Monitoring data	Caterers/Students Union	June 2023
Hospitality events to have a process to ensure food waste is minimised/offered to attendees or locally based staff or students	Rolled out process with monitoring data	Catering and Events Team	June 2023

Outlets to have a set process on reducing food waste from leftover sales (reducing supply or offering free/discount prior to use by/removing from shelf)	Rolled out process with monitoring data	Caterers/Students Union	June 2023
Review and set a target of reduction for all catering food waste	Calculated via catering company's food waste data capture system.	Caterers/Students Union	April 2023
All kitchens to ensure all recyclables are recycled	Catering manager inspections and internal audits	Caterers/Students Union	Ongoing

Transport

Seek to reduce the number of deliveries made to each site by suppliers through consolidating deliveries where possible	Review annually	Caterers/Students Union	April 2023 and annually thereafter
--	-----------------	-------------------------	------------------------------------

Energy

Any new or replacement equipment should seek to provide efficiencies in energy consumption. Where possible all new equipment purchases will be specified as 'A' rated or equivalent	Recorded on an asset list held by Head of Catering and Conferences.	UoG Catering and Conferences Dept	Ongoing
---	---	-----------------------------------	---------

Staff Training

All staff to receive training covering waste, energy, and accreditations they are expected to meet. This Policy should be made available for staff to review.	Training records	Caterers/Students Union	Ongoing
---	------------------	-------------------------	---------

Society & Health

Support the Borough of Greenwich in its Sustainable Food Cities initiative	Attendance at GFIG meetings, participation in Steering Groups. Support and venues for events, participation in local projects	Caterers/Students Union	Ongoing
Devise a long-term plan to get nutritional and carbon labelling on our menus	Annual reviews by the Steering Group	Steering Group	September 2023
Promote dishes containing high proportions of wholegrain foods, vegetables and fruit	Mechanism for promotion reviewed annually	Caterers/Students Union	Ongoing
Sign up to Sugar Smart Greenwich and ensure ongoing improvement to reduce sugar consumption		Caterers/Students Union	Review every April

Document Reference Number	CD14
Title	University of Greenwich Sustainable Food Policy
Owning Department	Estates and Facilities Directorate
Version	1.0
Approved Date	7 December 2023
Approving Body	Health, Safety, Sustainability and Wellbeing Board
Review Date	December 2024
Classification	Public – non-sensitive

Version Control

Version	Last Modified	Last Modified By	Document Changes
1.0	December 2023	Head of Strategic Sustainability	No changes from version approved on 06/02/23