

# Food Waste Policy

## Introduction

This policy supports the principles identified in The University's Sustainable Food Policy and primarily concerns the management of food waste generated by The University's Catering Operations.

This document provides the policy framework through which target food waste management will be delivered in a reasonably sustainable manner. The policy will be relevant to all The University's Catering Operations. The document covers:

- Policy Statement
- Scope of the policy
- Roles and responsibilities
- Relationship with existing policies
- Guidance for implementation of the policy
- Glossary of terms

## Policy Statement

As part of The University of Nottingham's commitment to provide environmentally friendly and sustainable campus hospitality, The University is fully aware of the impact that wastage has on the environment and the need to ensure that the Food Waste Policy supports The University's environmental policies and practices. It is also recognised that food waste represents a budgetary inefficiency.

This policy has been approved by the Catering Operations Director and will be reviewed annually and reported to The University of Nottingham's Senior Management Team to ensure that continued progress is being made. This policy will be clearly communicated to operations teams alongside developments made.

We will take responsibility to work with our suppliers, staff and partners to minimise food waste associated with products and services we provide.

Food waste management is a key element of Catering Services Framework for Sustainability.

The University of Nottingham is a supportive member of TUCO Ltd which has a Sustainability Policy in operation across its catering relevant framework agreements: <http://www.tuco.org/buy/sustainability>

## Scope of the policy

1. This policy is focused on but not limited to minimising food waste at The University. It applies to all aspects of food waste.
2. All suppliers will be expected to assist The University in meeting the food waste policy.

## Roles and responsibilities

1. The University has a responsibility to minimise food waste in accordance with The University's Sustainable Food Policy.
2. The Catering Operations Director has an overarching responsibility for the implementation of the policy and principles within The University's Catering Department.
3. Responsibility for application of the principles and practical delivery of this policy within Catering Services lies with the unit managers and their teams.

## Relationship with existing policies

This policy has been formulated within the context of the following University documents:

- Sustainable Food Policy

## Guidance for implementation of the policy

The Estates Environment Team will advise on the current and shifting sustainability agenda affecting food procurement and provision. The Commercial/Procurement Business Manager will advise on the factors affecting food procurement through consultation and advice from TUCO.

## Review

Annual:

- An annual review for end February will ascertain the level of food waste known or suspected not to be correctly recycled by units

On-going:

- Area managers will regularly audit to ensure that food waste is being recycled correctly

## Measurement

On-going:

- Units will maintain daily logs of separated food waste, covering three areas
  - Kitchen and production waste
  - Plate waste from customers
  - Spoilage

## **Production**

On-going:

- Establish staff action plans to review waste data
- Set waste minimisation goals and develop revised procedures, policies or menus
- Ensure waste issues on agenda at every monthly meeting
- Review data at end of 12 months to establish patterns
- Share findings with Head Chefs at monthly meetings
- Evaluate on-site composting solutions such as waste digesters or dehydrators

## **Menus**

On-going

- Review menus to identify and reduce/eliminate frequently wasted items
- Pre-plan secondary uses for certain menu items in the case of overproduction, paying close attention to food safety guidelines

## **Service**

On-going:

- Review portion sizes and monitor
- Conduct a “Waste Awareness Drive” with both staff and customers. Introduce intra-hall competitions and suggestion box

## **Oil**

On-going:

- Continue to send all oil for recycling
- Reduce use of cooking oil

## **Appendix 1**

### **Glossary of Terms**

#### **Prep waste**

- Waste generated as a by-product of the preparation of meals

#### **Spoilage waste**

- This is food waste discarded by staff members and wholly within the control of Catering Services. This includes all waste generated by overproduction, trim waste, expiration, spoilage, overcooked items, contaminated and dropped items
- It also includes all other food waste under the control of Catering Services, including items on serveries such as salad bars, servery counter meals, self-serve deli stations and expired 'grab & go' items
- It also includes accidental kitchen waste due to equipment breakdown

#### **Service leftovers**

- This is food cooked and ready for service but not served to customers. If reheated as part of a batch-cooking methodology it cannot be further used. This can best be reduced by the correct identification of sale or uptake volumes

#### **Plate waste**

- Is food waste discarded by customers after food has been sold or served. This waste is referred to as "plate waste" or "table scraps" and the decision to discard it (or leave the food on the plate) is made by the consumer rather than Catering Services. Plate waste can be reduced through smaller portions and awareness programmes, i.e. 'Love food, hate waste' and 'Too good to waste'