

Sustainable Food Policy 2015/16

The University of Exeter recognises its responsibility to carry out its procurement activities in an environmentally and socially responsible manner. We will strive to incorporate environmental and social considerations into our product and service selection process. We recognise that it is our responsibility to encourage our suppliers and contractors 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.

Our policy will apply to all the University managed and operated catering outlets at Streatham and St Luke's campus.

Specifically, we aim to:

- Increase the range of food offered from sustainable resources in the catering outlets and on hospitality menus.
- Give preference to products and services that can be manufactured, used and disposed of in an environmental and socially responsible way.
- Ensure that sustainability criteria are included in specifications to suppliers and used in the award of all contracts.
- Increase our range of free-range eggs products available for customers on our campuses.
- Continue to reduce the amount of bottled water consumed at University business meetings and functions by promoting our freshly filtered tap water served in recyclable glass bottles.
- Promote a procurement ethos of buying from local and smaller suppliers in the first instance.
- All our menus will be seasonal and we will highlight the seasonal produce.
- Our waste oil is collected in an approved manner and converted into bio diesel by our supplier for use in their vehicles.
- Cardboard from delivery packaging is all recycled and we actively encourage further work being done by suppliers to reduce packaging at source.
- All food packaging for sandwiches, salads and fruit pots prepared on site and by our nominated supplier is biodegradable.
- Communicate our aims and commitment to serving sustainable food to our customers.
- Raise employee awareness of relevant environmental and social effects of purchasing through appropriate training exercises, guidance and relevant product information to staff members to allow them to select sustainable products and services.
- We will aim to build on our previous accreditation of Bronze in the "Food for Life" catering mark, through working with the Sustainable Restaurant Association to ensure all aspects of our sustainable business practices are assessed.
- Increase our range of Marine Stewardship Council (MSC) accredited sustainable fish.
- Continue to measure, record and reduce food waste in all catering areas and report on food waste weekly as a KPI.
- Ensure our food waste is collected for anaerobic digestion by our nominated waste contractor.

To allow us to meet our aims we will:

Objective	Completion date	Success Performance Indicator	Evidence
Work with its partners to reduce the impact of our business on the environment	On Going	General programme of supplier engagement initiated, with senior manager involvement. Targeted supplier engagement programme in place, promoting continual sustainability improvement. Two way communication between procurer and supplier Suppliers recognise they must continually improve their sustainability profile to keep the clients business.	Reports from our suppliers evidence environmental & sustainability progress
Actively introduce farmers and growers to our wholesale partners	On Going	Farmers, producers and growers listed in our wholesaler catalogues and brochures	Copy of catalogues / brochure displaying products listed
Purchase only from companies which support the sustainable food policy and actively demonstrate their commitment to the wider environment and sustainability issues	On Going	Our key food commodity suppliers will hold (or willing to gain) accreditation demonstrating their commitment to sustainable food sourcing. Sustainable procurement will be included in competencies and selection criteria for all food supplier selection	Copies of a tender
Purchase from local suppliers in the first instance	On Going	Our business decisions relating to food purchasing and routes to market will consider the impact of such decisions on the local communities and the environmental benefits of local sourcing	Written into business plan – copies of business plan
Continue to support British and local sourcing of all ingredients, to maximize the flavour and taste, support the UK farming industry and ultimately reduce food miles	On Going	Management information from our key food suppliers demonstrates the source of our produce to support the objective.	Reports from our suppliers demonstrate the source of our products i.e Devon; South West; UK; Other
All new menu's will include seasonal produce	On Going	Menus demonstrate the use of seasonal products. Management information from suppliers confirm that our teams are purchasing the correct product for the season. Suppliers asked to communicate seasonal product availability	Copies of menus. Supplier management information will demonstrate the products purchased in the correct season.
Non meat dishes are being promoted as part of a balanced, climate friendly diet, increasing the range of vegetarian options available	On Going	All our catering outlets will supply excellent quality non meat dishes and available alternatives. Where physically possible additional non meat dishes will be made available.	Copies of menus and marketing material Epos reports will show % update
Poultry: All poultry will be sourced from the UK, and from Devon where possible and will be Red Tractor Farm Assured or sourced from suppliers who can demonstrate equivalent welfare standard.	Achieved On Going	Management information from suppliers & copy certificates of accreditation held.	Certificate. Invoice or letter from supplier confirming that all fresh poultry supplied to the University are sourced from Red Tractor Farm Assured or sourced from suppliers who can demonstrate equivalent welfare standard.
Meat : 90% of our meat will be sourced from the UK, and from Devon where possible. 90% of our local beef and lamb products will be sourced from	Achieved On Going	Management information from suppliers & copy certificates of accreditation held.	Certificate. Invoice or letter from supplier confirming that all objectives listed are being met.

Red Tractor Farm Assured farms. We will purchase our meat from a Red Tractor approved and audited supplier.			
Fish : All fish and seafood will be sourced as ethically as possible, and the University will only purchase from suppliers with sustainable policies in place. No fish will be served from the MCS "fish to avoid" list http://www.fishonline.org/fish-advice/avoid	On Going	Management information from suppliers & copy certificates of accreditation held. University holds MSC certification	Certificate. Invoice or letter from supplier confirming that all fresh fish supplied to the University are sourced from the MSC sustainable fish list Epos reports will show % increase in MSC fish used
Eggs : All fresh eggs will be free range and sourced from Devon	Achieved On Going	Management information from suppliers & copy certificates of accreditation held.	Certificate. Invoice or letter from supplier confirming that all fresh eggs supplied to the University are sourced from free range chickens
Milk : All milk will be sourced from the South West region and will be Red Tractor Farm Assured	Achieved On Going	Management information from suppliers & copy certificates of accreditation held.	Certificate. Invoice or letter from supplier confirming that all milk supplied to the University is sourced from the South West region.
Develop key performance indicators (KPI) and evaluation criteria to measure our suppliers progress against set key contract performance indicators	On Going	All our key food suppliers will report quarterly on environmental and sustainable initiatives and standards being delivered by their company. If applicable KPI's will be put in place against measurable items e.g Co2	Reports from our suppliers evidence environmental & sustainability progress
Clearly specify the role that purchasing officers will play in the identification and selection of sustainable products and services	On Going	Sustainable procurement will be included in competencies and selection criteria for all food supplier selection	Copies of a tender
Improve our communication to our customers through the use of product information and awareness campaigns	On Going	Clear marketing initiatives in place to communicate our sustainable, Fairtrade and ethical food sourcing	Marketing material e.g posters and table talkers along with information about how we support fair-trade fortnight and other regular specialty weeks through-out the year
Report to University senior management on progress of our objectives on an annual basis.	Jan 2016	Annual report on progress by policy holder to sustainability advisory group	Sustainability advisory group meeting minutes record progress or further actions to be undertaken to achieve policy goals
We will aim to achieve the Sustainable Restaurant Association accreditation across campus	April 2016	SRA values and attributes demonstrated in all catering outlets	SRA accreditation
Review the sustainable food policy annually	Annually July 2016	Policy reviewed and supported by Sustainability Advisory Group	Meeting minutes demonstrate the groups support for the policy
To continue to be Fairtrade accredited and actively support and promote Fairtrade, whilst increasing Fairtrade products in all catering outlets	Achieved On Going	Fairtrade accreditation in place	Fairtrade Certification