**Sustainable and healthy food and beverage policy 2019-2020**

The sustainable food policy has been designed as a main driver in our commitment to deliver healthy and sustainable food and beverage products to our staff, students and visitors. We work in partnership with our university Sustainable Development and Procurement teams to ensure that we consider ethical, social and environmental factors when making decisions on the products and services we provide throughout Nottingham Trent University. We form strong relationships with all our suppliers to ensure that through open, constructive dialogue both new and existing parties consider the social, ethical and environmental impacts of their services and activities and address how to reduce them. We actively encourage local SME’s to participate in tendering for university contracts and provide support to assist this process.

The NTU catering team aim to deliver the following strategies across all campuses as part of our on-going commitment to providing a sustainable product and service by considering the following factors in our decision making:

**Fruit and Vegetables**
- Demand that our contracted fruit and vegetable supplier maximises the use of locally grown produce by working closely and forming relationships with local farms and suppliers to ensure that the fruit and vegetable products used in our recipes and menus reflect where possible, the current season.

**Fresh Meat and Poultry**
- All meat products used in our freshly prepared dishes must be certified as Red Tractor standard or equivalent as minimum and it is our aim that these products are all supplied from farms within the East Midlands.
- All fresh poultry is certified Red Tractor, supplied from UK farms only and is halal certified.
- Animal welfare is a major factor in our procurement processes.
- Continued use of beef and lamb sourced from the Brackenhurst Campus for graduation dinners where possible.

**Oil**
- We only use cold-pressed rapeseed oil that is produced in the UK for frying and olive oil or rapeseed oil for dressings as it has less unhealthy saturated fat than all other cooking oils and fats and is high in mono-unsaturated and poly-unsaturated fats omega 3, 6 and 9.
- All our used rapeseed oil is returned to the supplier and recycled for use as bio-diesel for the fuelling of tractors and delivery vehicles.
- We will only use palm oil for cooking if it is guaranteed to be from a sustainable source.

**Fish**
- All the fish we use is from a sustainable source and is always listed on the Marine Conservation Society’s ‘Fish to Eat’ publication.
- We are MSC certified which means that we can ensure that the fish we purchase is sourced responsibly.
- Where possible MSC certification will be a primary consideration in all our fish and seafood procurement. We will only serve tinned tuna that is certified dolphin friendly and is listed on the Marine Conservation Society’s ‘Fish to Eat’ publication.
- We explore the use of alternative, more sustainable fish and seafood in order to contribute to the protection of over fished ‘at risk’ species.

**Milk, Yoghurts and Eggs**
- All the milk that we purchase for the Nottingham Trent University catering provision is 100% organic, this is used in all our freshly prepared meals.
• We also provide organic yoghurts within our retail outlets.
• All the eggs that we use in our freshly prepared dishes including scrambled egg for breakfast are free range and organic.

Water
• Reduce where practically possible the use of bottled water on hospitality and conference catering with an alternative self-bottling system that reflects a more sustainable approach to our water provision.
• We recognise water as a natural product that should be readily available to all our customers in all our outlets at zero cost.
• We actively support the drinking of tap water by students and staff and thereby provide such water in all our outlets in either jug, water fountains or tap dispensers as an alternative option to bottled water.

Fairtrade options
• NTU has held Fairtrade status since 2008 and we strive to maintain making Fairtrade products available as widely as practicable in our cafés and restaurants. If for reasons of price, quality, supply availability or contractual obligations we are unable to provide these products, then the University is committed to offering them at a time when these issues are no longer a barrier.
• The University will offer Fairtrade coffee and sugar at all internal meetings and hospitality events.
• NTU commits to increasing the variety of Fairtrade products for events as it becomes possible to do so.

Nutrition and Healthy options
It is an on-going commitment that we regularly review our menus and cooking practices to ensure that we retain the maximum nutritional content of our ingredients and products and ensure that a selection of healthy options is available throughout our catering provision. We do this by:
• Limiting the use of salt in cooking.
• Providing only Lo-salt in our restaurants and restricting this to one central point.
• Only using healthy oils for cooking and dressing and limiting deep frying to a minimum.
• Always ensuring meals served are balanced and include all food groups.
• Actively promoting healthy options on our menus.
• Ensuring that where possible the nutritional values and guideline daily amounts are available.
• Ensuring cooking methods reflect the aim to maximise nutritional value of our products.
• Increasing the range of vegan plant-based options.

Waste
• All our used rapeseed oil is returned to the supplier and recycled for use as bio diesel for the fuelling of tractors and delivery vehicles.
• All our food waste is removed by NTU’s nominated waste management contractor and recycled for use in the production of electricity through Anaerobic digestion.
• As part of the ‘Food for Life Served Here’ catering mark programme we regularly monitor plate waste in our restaurants with a view to taking corrective action on portion size, product popularity and quality.
• Our recipes are designed to ensure that as much of a product is used in food production as possible, such as bones and vegetable stalks and leaves, therefore minimising food waste.
• We have systems in place to monitor and reduce food waste in all our outlets and from our hospitality provision.
• All our staff are trained and refreshed on waste segmentation and the correct waste disposal routes.

Packaging and disposable products
• We actively encourage our suppliers to use alternative packing to ensure where possible a sustainable, recyclable product. The use of excessive cardboard packing in deliveries is to be discouraged.
• All the disposables used in our restaurants, cafes, delivered service and production kitchens are recyclable.
• Replacing where possible all single use plastic products with more environmentally friendly alternatives in support of the ‘Plastic Planet’ campaign supported by the university.

Energy
• Catering work closely with the Sustainable Development Team to explore new and alternative energy reduction methods in order to contribute to a reduction in the University’s carbon footprint.
• Energy rating of appliances is a major consideration when purchasing new catering equipment.
• Staff are trained to utilise timers on catering equipment in order to reduce energy consumption.
• During university closure periods it is policy to ensure that the absolute minimum and only essential catering appliances such as fridges and freezers are left in operation.
# Sustainable Food and Beverage action plan 2019-20

<table>
<thead>
<tr>
<th>Objective</th>
<th>Target date</th>
<th>Action</th>
<th>Progress</th>
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<tbody>
<tr>
<td>1 Enriching society – Environmentally responsible: Continue to utilise the plate waste monitoring system in all restaurants and adjust as necessary to production methods and portion sizes.</td>
<td>Throughout the policy period and outcome assessed July 2020</td>
<td>Plate waste monitored on a local level between kitchen and front of house team at each site. Plate waste records reviewed periodically and corrective actions recorded.</td>
<td>System implemented and records reviewed monthly at Catering Managers team meetings.</td>
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<td>2 Enriching society – Environmentally responsible: Continue to engage with new campaign ‘Your Business is Food’ designed by WRAP (Waste and Resources Action Program).</td>
<td>Throughout the policy period and outcome assessed July 2020</td>
<td>Record waste for all areas of the department with a view to identifying trends and subsequently looking at ways of reducing the waste.</td>
<td>System now in place to record food waste across the department every two months and review areas for improvement</td>
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<td>3 Enriching society – Environmentally responsible: Valuing ideas – Encouraging collaboration within NTU: Actively engage in the University green weeks in May and November.</td>
<td>May 2020</td>
<td>Catering to support NTU’s Green weeks by providing a ‘Lo-carbon’ menu in all catering outlets. The menu will focus on three main elements: 1. Using 100% locally grown and sourced ingredients 2. 100% vegetarian 3. Maximum ingredients in season</td>
<td>Meetings scheduled to discuss menu options.</td>
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<td>4 Enriching society – Environmentally responsible: To source fish products that are sustainable in order to contribute towards protection of overfishing and depletion of ‘at risk’ species.</td>
<td>April 2020</td>
<td>To maintain the MSC certification.</td>
<td>MSC certification achieved at all campuses.</td>
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<tr>
<td></td>
<td><strong>Enriching society – Environmentally responsible</strong></td>
<td><strong>February 2020</strong></td>
<td><strong>Meeting attended Sustainable Development Team, decision made regarding involvement of the department</strong></td>
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| 5 | **Valuing ideas – Encouraging collaboration within NTU**  
   Collaborate with the Environment Team in supporting Fairtrade fortnight. | 1. Promoting caterings range of Fairtrade products through communication in the form of posters, social media and information stands within catering outlets.  
   2. Invite fair trade suppliers to demonstrate products and engage with students/staff. |                                                                                                  |
|   | **February 2020** | **Throughout the policy period** | **At both vacation periods ensure that all fridge/freezer stock is consolidated between units to reduce the amount of equipment running and reduce energy consumption.** |
| 6 | **Support University Christmas and Easter energy reduction ‘switch offs’** | **Audit November 2019** | **Silver ‘Food for Life Served Here’ awarded November 2019. Research completed into possibility of increasing the organic food spend to meet the requirements for the Gold ‘Food for Life Served Here’ award.** |
|   | **Retain ‘Silver food for life served here’ accreditation in the three Dine outlets.** | **Audit November 2019** | **Ensure all documentation and procedures meet the requirements of the catering mark criteria and increase points awarded in ‘Championing local suppliers’ category.** |
| 7 | **Continue to divert unsold pre-packaged sandwiches away from the current waste stream, possibly to homeless charities within the local region.** | **Throughout the policy period** | **Contracts in place with ‘Tracy’s Street Kitchen’ to provide unsold prepacked sandwiches and salads, since June 2017, 3461 sandwiches donated. Redundant kitchen equipment donated to help with the preparation of hot meals.** |
| 8 | **Environmentally responsible** | **Sept 2020** | **Mini tender planned for Autumn 2020.** |
| 9 | **to replace current cleaning products and chemicals with more** | 1. Carry out cost benchmarking exercise.  
   2. Look at dispenser-controlled systems. |                                                                                                  |
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<thead>
<tr>
<th></th>
<th>Enriching society – Environmentally responsible</th>
<th>Valuing ideas – Encouraging collaboration within NTU</th>
<th>Work with suppliers to introduce more environmentally friendly packaging for delivering ingredients.</th>
<th>Ongoing</th>
<th>Liaise with the University Landscaping team to explore options for a wider variety of herbs to be grown at the two relevant campuses and look to use these within NTU kitchens as opposed to purchasing.</th>
<th>Herb gardens now at Clifton (Pavilion) and City (Dryden quadrangle) now growing rosemary, parsley, chives and thyme which are used in dishes such as 'Leek, potato and chive soup' and 'Vegetable and garden herb soup.'</th>
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<tr>
<td>10</td>
<td>Environmentally responsible</td>
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<td>Utilise green space at City and Clifton campus to grow fresh herbs and thus reduce cost and food miles associated with these products.</td>
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<td>11</td>
<td>Environmentally responsible</td>
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<td>12</td>
<td>Environmentally responsible</td>
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<td>14</td>
<td>Environmentally responsible</td>
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<td>To source environmentally friendly alternatives to all plastic consumables</td>
<td>October 2020</td>
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<td>Paper straws introduced in place of plastic versions.</td>
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<tr>
<td>No.</td>
<td>Enriching society – Environmentally responsible</td>
<td>Date</td>
<td>Description</td>
<td>Action</td>
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<td>15</td>
<td>Enriching society – Environmentally responsible</td>
<td>October 2019</td>
<td>To introduce an additional cost which is added to customer’s orders when using the disposable cups.</td>
<td>Reusable takeaway cups introduced at all outlets, 10p levy to apply to all customers using takeaway disposable cups-Reduction of 20p for using reusable cup or NTU branded keep-cup.</td>
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<td>16</td>
<td>Enriching society – Environmentally responsible</td>
<td>October 2019</td>
<td>To develop a system for monitoring all food waste and regularly review this to ensure an ongoing and proactive approach to minimising food waste.</td>
<td>Your Business is Food’ designed by WRAP (Waste and Resources Action Program) introduced for monitoring waste across all campuses. Message adding onto hospitality ordering site stating ‘We are committed to keeping food waste to a minimum, as such ask you to consider quantities when ordering. Our team are more than happy to offer advice &amp; guidance on both portions size &amp; quantities’.</td>
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<td>17</td>
<td>Enriching society – Environmentally responsible</td>
<td>October 2019</td>
<td>To ensure all waste is disposed of in the most environmentally friendly way.</td>
<td>Refresher training in compactor and waste bins delivered to senior team members to disseminate amongst rest of staff.</td>
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<tr>
<td>18</td>
<td>Enriching society – Environmentally responsible</td>
<td>June 2020</td>
<td>To increase awareness of Fairtrade at all campuses.</td>
<td>Additional Fairtrade produce added within the retail, improved signage added on to Fairtrade.</td>
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<tr>
<td>To support the university in continuing to achieve Fairtrade accreditation</td>
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<td>product signage. Posters displayed promoting the purchasing of Fairtrade goods.</td>
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