UNIVERSITY COLLEGE LONDON

Healthy & Sustainable Food Policy

In establishing a Healthy and Sustainable Food Policy, University College London (UCL) recognises its responsibility to carry out its procurement activities in an environmentally and socially responsible manner and similarly recognizes the considerable influence the College has in being able to encourage healthy and sustainable food production and consumption. UCL incorporates environmental and social considerations into our product and service selection processes and encourages our suppliers and contractors to minimise negative environmental and social effects associated with the products and services they provide. The College also strives to support local and smaller suppliers (SMEs) wherever possible and encourages them to participate in our procurement and tendering opportunities.

The scope of this Policy is to initially cover all of the catering outlets at the Bloomsbury Campus with the aim to extend it to include the Satellite Estate and Residential Accommodation by end of 2013.

Specifically, UCL aims to:

- Identify and select food and catering related products and materials that are processed and can be used and disposed of, in an environmentally and socially responsible way.
- Reduce the amount of energy consumed in preparing and providing catering goods and services.
- Ensure that sustainability criteria are included in specifications to suppliers and are considered in the award of contracts.
- Ensure that internal purchasers regularly monitor their consumption of goods and materials in order to increase and maintain usage of sustainable products.
- Enhance employee awareness of relevant environmental and social effects of purchases through appropriate training, via induction programmes and in continuing professional development.
- Provide guidance and relevant product information to staff members to allow them to select sustainable products and services.
- Promote opportunities directly and indirectly for SMEs

To allow UCL to meet our aims we will:

- Develop clear objectives, with all our stakeholders, backed up by detailed targets, to minimise the environmental and social effects associated with the products and services we purchase.
- Identify the mechanisms that we intend to use to incorporate environmental and social factors into our product selection process.
- Develop performance indicators and evaluation criteria to measure our progress.
- Clearly specify the role that purchasing managers will play in identifying and selecting sustainable products and services.
- Conduct periodic audits to identify good practice and areas for improvement.
- Review this Sustainable Food Policy at least annually to record progress against the targets and whether they need to be amended and to publish the results.
- Include responsibility for the management and implementation of this Sustainable Food Policy into the job descriptions of all relevant staff.
Commitments and Targets

This food policy will be applied to all of our catering outlets at the Bloomsbury Campus, including hospitality and vending and will be embedded into future catering tenders and contracts. By 2013, it is aimed to extend the policy to all UCL sites including the Satellite and Residential Estates. In detail, our commitments and targets are as set out below.

Communication

- This policy will be reviewed annually including performance against targets
- Customer surveys will be undertaken throughout the Year to obtain feedback on menus, prices, quality and choice.
- Regular contact will be maintained with student groups to identify any on-going or specific cultural and religious dietary requirements
- Menu choices will be provided which include vegetarian, vegan and organic options

Training

- Catering staff will be trained in food sustainability, including as a minimum awareness of certification systems and their relevance for food production and the food products used at UCL.

Ethical Trading

- Supporting London's status as a Fairtrade City, by 30 April 2012 we will identify the ethically traded products we currently purchase as verified by the Fair Trade Foundation or similar.
- We will aim to ensure that all tea, coffee and sugar is ethically traded by 30 June 2012
- We will aim to increase our ethically traded offer as more products become available

Food Standards

- We will maintain accreditations to recognised environmental standards e.g. Compassion in World Farming, Red Tractor and the principles of the Good Food on the Public Plate Programme
- By 30 April 2013, we aim to achieve the Bronze Standard of the Food for Life Catering Marks and to establish a programme to achieve Silver Standard within a further 12 Months

Fruit and Vegetables

- By 1 September 2012 we aim to ensure all of our menus reflect the seasons
- We will monitor the amount of fruit and vegetables we purchase under the following schemes: Entry Level Stewardship or Higher Level Stewardship scheme; LEAF-Marque certification and Organic certification, and aim to increase the proportion of such produce over time.

Meat and Dairy

We are committed to working within the Five Freedoms framework set out by the Farm Animal Welfare Council supplemented by Red Tractor Assured standards where appropriate.

- As a minimum 25% of the meat purchased will be higher welfare organically certified or Freedom Food certified pork or poultry, or Free Range poultry, or equivalent. This amount will increase each year until 100% of the meat purchased is higher welfare.
- 25% of dairy products will be certified organic.
- We will monitor and seek to reduce the amount of dairy, meat and processed meats that are served, in line with customer feedback
- We will do this by hosting Feel Good Food days or similar promotions and developing and promoting recipes in line with Government nutritional standards covering examples such as cooked weight portions of meat, poultry and oily fish portions.
Fish

- We will monitor changes to the Marine Conservation Society's red list and eliminate any fish products on that list. We will promote only fish on the Marine Conservation Society's 'fish to eat' list and will not serve fish from the 'fish to avoid list'.
- Marine Stewardship Council (MSC) chain of custody certification for all caterers will be a minimum requirement.
- Our requirement for tinned tuna will be pole and line caught or MSC certified. We will not use tinned tuna where the fish has been caught using purse seine nets with Fish Aggregation Devices (FADS).
- We will promote sustainable fish and seafood to customers particularly within the hospitality service and will remain signatories to the Sustainable Fish City Pledge.

Eggs

We will ensure that Compassion in World Farming Good Egg certification is held and maintained.

Bread

We will work with our suppliers to introduce baked goods, including bread, which do not feature high levels of unnecessary ingredients including salt and additives.

Water

- We aim to eliminate purchased bottled water from our hospitality service by 30 June 2012.
- We use either tap water in jugs, or purified still and sparkling tap water, bottled, using re-usable branded glass bottles in our hospitality services.
- We will ensure tap water and reusable or recyclable drinking vessels and water fountains are freely available to all our service users, visitors and staff, choosing mains-fed systems instead of bottled water systems wherever possible and will set-out these objectives in a separate vending strategy.

Nutrition

We continually review the nutritional quality of our food and identify products and practices that can be changed to improve its nutritional value. Our catering strategies will include:

- reducing salt, fat and saturated fat levels, in line with Department of Health guidance;
- removing hydrogenated fat and other unnecessary additives from all food and ingredients;
- using healthier cooking oils and cooking methods;
- promoting dishes containing a high proportion of wholegrain foods, fruit and vegetables;
- limiting the provision and promotion of snacks that are high in fat, salt and/or sugar;
- vigorously promoting healthy options;
- labeling products with Guideline Daily Amounts (GDAs) maintained by the Food & Drink Federation.
Engaging Small, Medium sized Enterprises (SMEs)

- We will seek to establish long term relationships with SMEs either directly or indirectly through our contract caterers or suppliers of food and this will be reviewed and recorded annually.
- We will aim to pay all agreed invoices within 30 days of receipt where possible

Energy and Water

- Baseline energy and water consumption of the catering operation will be identified by 1 May 2012 and plans will be developed to reduce our usage by at least 5% annually.

Deliveries and Logistics

- Having previously established the volume of vehicle movements to site, we will work with our suppliers to reduce this number to an absolute minimum over the next twelve Months.
- By August 2013 we will aim to use only electric or bio-fuel vehicles within the catering service

Waste Management

- The volumes of waste arising from the catering operation are recorded and published Monthly.
- We recycle all cardboard, paper, glass and dry wastes generated by the catering services and will work with suppliers to reduce packaging and use reusable packaging wherever practicable.
- We dispose of any unavoidable food waste (e.g. potato peelings) through composting or energy recovery and send no material to landfill.
- Through efficient ordering and stock control we aim to reduce waste by 5% annually

Good Practice

- We will engage with other public sector organisations and interested parties where appropriate, to share good practice to increase and promote the sustainability of the food we buy and serve.

Signed by:

[Signature]

Head of Facilities Services
University College London

21 March 2013