

## Commercial Services Sustainable Food Policy

February 2013 (Revised July 2016)

Commercial Services (CS) provides a range of facilities and service to the University of Leeds community and beyond that include sport and physical activity, catering, conference and events. CS recognises and accepts its responsibility to seek to achieve high standards of sustainability across all its activities. This policy supports CS aim to become a 'Sustainable, Efficient and Effective Organisation' that

*"...will carefully consider the impact of our activities, seeking to minimise our energy consumption and ensuring we are utilising sustainable sources for our products."*

Sustainable food plays a key role in achieving this aim, and this will be achieved through the following objectives, which cover all food outlets and food served by the university (excluding vending machines and students' union food, for which university cannot take responsibility):

- To source food and other products locally and seasonally where possible in order to sustain the local economy and reduce environmental impacts. We will regularly review all our menus against seasonal and geographical criteria.
- To ensure that local and smaller suppliers are not discriminated against in the procurement process and encourage them to participate in tendering opportunities.
- To ensure that animal welfare standards are adhered to for any animal produce purchased and to insist on red tractor standards as a minimum where applicable. Where relevant, we will maintain our commitment to source to Red Tractor Standard, and will look for ways to increase our offering of meat and dairy that goes beyond this standard.
- To endeavour to respond to dietary requirements, in consultation with individuals, in our catering outlets.
- To exclude fish species identified as most at risk by the Marine Conservation Society, and only choose fish from sustainable sources, such as those accredited by the Marine Stewardship Council.
- To communicate to customers, staff and suppliers our commitment to serving sustainable food.
- To promote health and well-being through our menu selection and communications, and to reduce the use of artificial additives where possible.
- To raise awareness amongst staff and students of sustainable food issues through communications and campaigns.
- To reduce our environmental impacts associated with waste, including that created by packaging and food. We will continue reviewing all of our waste procedures and identified measures to reduce our impacts.

- To increase of our purchasing and selling of Fair Trade products where appropriate. We will maintain our Fair Trade accreditation status.
- To ensure that we keep using only free-range eggs in all freshly made food in our outlets.
- To reduce bottled water for sale and provide drinking water from plumbed/tap sources across all catering outlets.
- To monitor and report this policy, and associated action plan, at a senior level through the Commercial Services Sustainability Steering Group and the University's Sustainable Development Steering Group on an annual basis.
- To support the University's sustainability journey and the implementation of other related policies.
- To purchase 100% organic milk wherever possible.
- Tender specification documents for university food suppliers or catering contractors include the requirement for service and supply standards to be met and delivered, as outlined within this policy and against targets outlined within any associated catering frameworks.
- To reduce our environmental impacts associated with water and energy usage.

Signed:

A handwritten signature in cursive script, appearing to read 'Louise Ellis', written in black ink.

Louise Ellis, Head of Sustainability, 27th July 2016