**Overview of YSJ Sustainable Food Policy and Action Plan**

York St John University (YSJ) is committed to achieving its goals outlined in this plan by embedding environmentally, socially and economically sustainable practices in all our catering outlets and food served by the University, with participation from students and staff. The University will ensure its sustainable food plan remains aligned to out wider YSJ environmental sustainability goals, including reducing our greenhouse gas emissions and aiming to meet United Nations Sustainable Development Goals (SDGs). Achievements in this area are reported to the Executive quarterly to ensure that it is being implemented and reflects best practice.

**What we eat matters**.

Catering is one of the most visible customer-facing service on campus and serves as a strong indicator of our values, with the University prioritising ethical and environmental considerations in our catering provisions; this is seen through the embedded sustainability standards in all tenders and contracts with external contractors

The University is committed to delivering **a catering service which represents best practices** in the sector, both in terms of sustainability engagement with staff and students and a commitment to responsible environmental management. The catering service is planned and delivered with this commitment in mind, leading and encouraging staff and students to eat food that is healthy, welfare assured, Fairtrade, seasonal, and locally sourced; as YSJ has no outsourced catering this is all managed in house.

The sustainability targets set out in this policy represent the areas or categories which the University sees as key to the delivery of **a sustainable catering service**.

**YSJ Sustainable Food Policy**

This document sets out the actions to be taken by York St John University to meet the commitments made in the Sustainable Food Policy.

The University commits to;

1. Sourcing food with a lower environmental impact, a positive social impact, and higher standard of animal welfare
2. Delivering menus which maximise the use of seasonal, locally sourced produce, and promote a plant-based diet
3. Delivering menus which are freshly prepared on-site and make eating healthily easy
4. Raising student and staff awareness of the higher standards of sustainability achieved within the catering service, and to seek opportunities for collaboration with students and staff for research and other initiatives
5. Using resources efficiently, minimising waste associated with the catering service’s use of energy, water, food, and packaging

**Action Plan**

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| **YSJ commitment** | **Actions to be taken** | **Evidence** | **Delivery date** | **Responsible Party** |
| **1. Sourcing sustainable food** | | | |  |
| To source food with a lower environmental impact, a positive social impact and higher standard of animal welfare | 1.1 All meat sold to be farm assured (e.g. Red Tractor or RSPCA Assured) demonstrating that it meets UK minimum standards for animal welfare & is traceable. | Achieve relevant points in the Food for Life scheme | Food for Life (FfL) Gold 2030 | Catering Services Manager |
| 1.2 All fish served to be certified sustainable by the Marine Stewardship Council or on the Marine Conservation Society’s ‘fish to eat’ list. | Achieve relevant points in the Food for Life scheme | FfL 2030 | Catering Services Manager |
| 1.3 All tea, coffee, sugar, & bananas are to be certified Fairtrade. | Achieve relevant points in the Food for Life scheme | FfL 2030 | Catering Services Manager |
| 1.4 Avoid the use of palm oil or use sustainable palm oil. | Achieve relevant points in the Food for Life scheme | FfL 2030 | Catering Services Manager |
| 1.5 Eggs are free range. Increase percentage spend on free range pork and poultry. | Achieve relevant points in the Food for Life scheme | FfL 2030 | Catering Services Manager |
| **2. Low carbon food using local ingredients** | | | |  |
| To deliver menus which promote a plant-based diet and maximise use of seasonal, locally sourced produce | 2.1 Menus promote low carbon diets by offering and prioritising plant-based meals | Achieve relevant points in the Food for Life scheme | FfL 2030 | Catering Services Manager |
| 2.2 Menus are seasonal and maximise the use of local & regional produce. | Achieve relevant points in the Food for Life scheme | FfL 2030 | Catering Services Manager |
| **3. Nutrition, health and wellbeing** | | | |  |
| To deliver menus which are freshly prepared on-site and make eating healthily easy | 3.1 Freshly prepare meals on-site and avoid the use of additives | Food for Life certificate | FfL 2030 | Catering Services Manager |
| 3.2 Offer healthier menu choices, reducing the use of salt and sugar | Achieve relevant points in the Food for Life scheme | FfL 2030 | Catering Services Manager |
| **4. Student and staff engagement** | | | |  |
| To raise student and staff awareness of the higher standards of sustainability achieved within the catering service, and to seek opportunities for collaboration with students and staff for research and other initiatives | 4.1 Promote the higher standards of sustainability achieved by the catering service to students and staff;  - on menus  - in dining areas  - online  - through hospitality services  - at events e.g. food fair | Report progress at quarterly meetings | Quarterly ongoing | Catering Services Manager and Sustainability Team |
| 4.2 Provide support for student and staff-led food projects | Report on support offered for projects at quarterly meetings | Quarterly ongoing | Sustainability Team |
| 4.3 Engage with academic staff to find opportunities for research linked to the catering service | Report progress at quarterly meetings | Quarterly ongoing | Sustainability Team |
| 4.4 Review recent Green Gown Award winners annually and consider submitting Green Gown Award application each year | Green Gown Award application discussed and application made if relevant | Annual review | Sustainability Team |
| 4.5 Catering staff attend training once a year (minimum) to;  - gain knowledge on sustainable catering practices  - enable promotion of the catering service sustainability credentials to colleagues and customers | Training attendance record | Quarterly ongoing | Catering Services Manager |
|  | 4.6 Encourage catering staff to take on Sustainability Champion role | Sustainability Champion role promoted to catering team | Quarterly ongoing | Sustainability Team |
|  | 4.7 Engage with students on issues such as food waste, food packaging waste and food production on campus and accommodation | Report progress at quarterly meetings including at least 4 examples of engagement at each meeting | Quarterly ongoing | Sustainability Team |
| **5. Resource use** | | | |  |
| To use resources efficiently, minimising waste associated with the catering service’s use of energy, water, food and packaging | 5.1 Achieve sector best practice benchmarks for minimising energy and water use through measures such as implementing daily operating and close-down procedures and use of energy efficient equipment | Use of sub-metering data to benchmark and reduce energy and water use for catering areas / Annual review of equipment efficiency | Energy officer to report on quarterly / Annual equipment review | Sustainability Team and Energy Officer |
| 5.2 Monitor and set targets for reducing waste tonnages for all waste streams and improving recycling rates in accordance with the waste hierarchy | Use of waste service provider data to benchmark and reduce waste | Waste officer to report on quarterly | Waste Officer |
| 5.3 Monitor food waste arisings weekly, setting targets for reduction and reporting on progress | Food waste records showing targets and reductions achieved | Waste officer to report on quarterly | Waste Officer |
| 5.4 Divert edible surplus food from disposal using solutions such as discounting and charity giveaways | Weight of surplus food diverted from disposal / Use of waste service provider food waste data to benchmark and reduce waste | Catering team quarterly report on surplus food diversion / Waste officer to report on quarterly | Catering Services Manager and Waste Officer |
| 5.5 Eliminate unnecessary and non-recyclable packaging for deliveries (e.g. bubble wrap, cling film, etc) and pre-packaged food and drinks sales | Use of waste service provider data to benchmark and reduce waste / Annual inspection of packaging in kitchen stores and display cabinets / Biannual tipping and analysis of catering waste by waste service provider | Waste officer to report on quarterly | Catering Services Manager and Waste Officer |
| 5.6 Limit the use of disposable takeaway cups as follows;  - at least 80% of all drink sales use dine-in crockery or reusable cups  - disposable cups eliminated from hospitality service with the exception of large events such as Open Days | Percentage of drink sales using disposable cups, report on disposable cup use in hospitality service | Catering team to report progress quarterly, achieve target 2030 | Catering Services Manager |
| 5.7 Limit use of disposable cutlery and report on amount used quarterly | Report on usage figures | Catering team to report quarterly progress | Catering Services Manager |
| 5.8 Provide free tap water at all food outlets and for hospitality services and minimise the sale of bottled water through actively promoting tap water and selling reusable water bottles | Food for Life certificate & report on sales of bottled water | FfL 2030, catering team report on bottled water sales quarterly, demonstrate a reduction in sale of bottled water | Catering Services Manager |
| 5.9 Adopt a reusable takeaway food container scheme | Reusable takeaway food containers available at all food outlets | 2030 | Catering Services Manager and Sustainability Team |
|  | 5.10 Partner with the Events Team and Estates Management to create a sustainable catering plan for large events such as Open Days | Sustainable catering plan for events | 2030 | Catering Services Manager and Sustainability Team |