

**St John's College
Cambridge**

Catering Department

Food Waste Policy

Introduction

This Policy supports the principles identified in the Departments Sustainability Food Policy and principally concerns the management of food waste generated by the College's Catering Department.

This document provides the policy framework through which target food waste management will be delivered in a reasonably sustainable manner. The Policy is relevant to the College's catering operations.

The document covers:-

- Policy statement
- Scope of the Policy
- Notes and responsibilities
- Relationship with existing Policies
- Guidance for implementation of the Policy
- Review
- Glossary of terms

Policy Statement

As part of the College's commitment to provide environmentally friendly and sustainable catering. The College is fully aware of the impact that wastage has on the environment and the need to ensure that the food waste policy supports the College's Climate Change policies and practices. It is also recognised that food waste represents a communication efficiency.

This Policy has been written by the Catering and Conferencing Manager and should be reviewed and updated (if requested, annually) and reported to the College's Climate Change Committee.

The Catering Department will take responsibility to work with our suppliers and staff to minimise food waste associated with products and service we provide.

Food waste management is a big element of our control systems for sustainability.

Scope of the Policy

1. This Policy is focused on, but not limited to, minimising food waste at the College. It applies to all aspects of food waste.
2. All suppliers will be requested to assist the College in meeting the Food Waste Policy.

Notes and Responsibilities

The College has a responsibility to minimise food waste in accordance with the College's Climate Change Food Policy.

1. The Catering and Conference Manager has an overall responsibility for the implementation of the policy and principles within the College's Catering Department.
2. Responsibility for the application of principles and practical delivery of the Policy within the Catering Department lies with the Heads of Departments and their teams.

Relationship with existing policies

This Policy has been permutated within the context of the Policy College documents

Sustainable Food Policy.

Food Safety Policy.

Guidance for Implementation of the Policy

The College's Climate Change Committee, Foodbuy, TUCO and the Catering and Conference Manager will advise on the factors affecting food procurement through consultation.

Review

Annual

An annual review will ascertain the level of food waste.

Food waste is measured by a manual method, recording and put on the n drive

Ongoing

This is to include food waste, known or suspected, not to be correctly regulated by the individual catering departments.

No food waste is to be stored in plant rooms or in other locations not intended for food waste.

We did have a system called "Chef's Eye" which was an excellent system. We were one of the first to take up on this system, however because the system took off, the firm could not cope with demand, we will look to review in due course but at the present time the company cannot deal with queries.

Glossary of Terms

Prep Waste

Waste generated by by-products of the preparation of meals.

Spoilage Waste

This is food discarded by staff members and within the control of the Catering Department. This includes all waste generated by over production, trim work, spoilage, contamination, expiration and dropped items.

Service Leftovers

This is food cooked and ready for service but not served to customers. This is monitored and controlled.

Plate Waste

Is food waste discarded by the customer after food has been served or sold.

Oil

All used cooking oil is sent for recycling and turned in to biodiesel

Food Waste

Is collected in a special food waste bin and then it is taken away by our contractors

Production

A - Establish staff action plans to review waste data within each area.

B - Discuss waste issues at the Catering HOD's weekly Meeting

C - Review menus, to consider, identify and reduce/eliminate frequently wasted food items

D - Pre plan secondary uses for certain menus in the case of over production.

E - Review portion size

Is food waste discarded by customers after food has been sold or served.

This waste is referred to as plate waste or bulk scraps, as the decision to discard it (or leave the food on the plate) is made by the customer rather than the catering department.

This can be reduced by smaller portions and awareness programmes to the customer. Smaller portions is an area being reviewed by the kitchens

Risk Management Statement

Failure to comply with the policy could lead to an Environment or pollution and expose the College to risk of legal non compliance

W A Brogan

Catering & Conference Manager

St John's College

Cambridge

September 2020