

Appendix 8

Sustainable and Ethical Food SMART Targets 2019-2020

SMART Target	Specific (Specific details on the action)	Measurable (How will this action be measured?)	Appropriate (How does it relate to Universities Environmental Strategy or other policies?)	Time	Who is Responsible	Status update every 6 weeks
Fairtrade						
10% increase in sales of Fairtrade certified and Fairtrade goods.	<p>Increase Fairtrade certified goods by special promotions, include meal deals, free sampling, increased advertisement, upselling at the tills.</p> <p>Capture Fairtrade sales data for the previous two academic years and report to the Fairtrade Foundation.</p>	<p>-Number of Fairtrade product sales versus last year (2018)</p> <p>-Maintained Fairtrade University status.</p> <p>-Up to date tracker to monitor the</p>	One of the requirements for maintaining Fairtrade Status – MN006 mandatory criteria and PL003	By end of August 2020	Catering Manager	<p>In progress.</p> <p>Current rate YTD is 7% increase</p>

		Fairtrade sales.				
All outlets have up to date and effective Point of Sale (POS) material highlighting Fairtrade products and providing information on the benefits of Fairtrade to growing communities.	<p>This POS should be clearly displayed next to the relevant products to avoid confusion, and it should be refreshed periodically.</p> <p>Contact the Fairtrade Foundation for POS kits. - http://shop.fairtrade.org.uk/</p> <p>POS should be dated and regularly refreshed to ensure it remains impactful and appealing.</p>	<p>-Visible POS material</p> <p>-Maintained Fairtrade University status.</p>	One of the requirements for maintaining Fairtrade Status –MN008 mandatory Criteria	January 2020	<p>Catering Manager</p> <p>Sustainability Team to ensure Fairtrade evidence is submitted.</p>	In progress
<p>Catering outlets offer Fairtrade certified products as standard in all the following categories</p> <ul style="list-style-type: none"> • Juice • Tea • Coffee • Sugar • Chocolate 	Fairtrade certified products are available as per categories.	-Maintained Fairtrade University status.	One of the requirements for maintaining Fairtrade Status –PL002	See Appendix 5 for further information for each unit.	<p>Catering Manager</p> <p>Sustainability Team to ensure Fairtrade evidence is submitted.</p>	Fairtrade coffee currently not available in Costa outlets and The Junction. Sugar not available in Costa.

• Fruit						
Food and produce						
Use at least 75% seasonal fruit and vegetables in the menus.	Use seasonality charts, develop purchasing procedure for staff who place orders to use and focus on seasonal items. Train staff to use seasonality charts when ordering and menu planning.	<p>-Measure increase in seasonal fruit and vegetables. Vegetable purchase % rate in June 2019: The Junction 5%; The Atrium 5%; Highbury Canteen 10%.</p> <p>-Compliance of purchase orders with the Sustainable and Ethical food policy.</p> <p>-Food for Life Served Here Accreditation</p> <p>-Up to date tracker and monitor seasonal fruit</p>	To achieve Silver/Gold Catering Mark criteria and to reduce carbon footprint and food miles and avoid energy intensive heated glasshouses.	August 2020	Catering Manager	Completed under Food For Life award-75% of dishes served include seasonal fruits and vegetables.

		and veg increase				
A minimum of 15% of the ingredient spend on the menus is organic food.	Have increase of ethical and environmentally friendly food. This include at least one organic animal product and at least 5% on free-range pork or poultry meat.	<p>-Measure increase of the organic food ingredients vs previous year %</p> <p>Compare menus directly from The Source, looking at previous year menu cycle vs current year menu cycle. What % of last year's menu incorporated organic food and compare with new term menu to see if 15% increase has been achieved.</p> <p>-Compliance of purchase orders with the</p>	To achieve Silver/Gold Catering Mark	December 2020	Catering Manager	100% of meat and poultry served in Highbury Canteen, The Junction and the Atrium is Food For Life Red Tractor certified standard meat and poultry. Completed and in place under Food For Life award

		Sustainable and Ethical food policy. -Food for Life Served Here Accreditation				
Local food	Campus to kitchen food project where food grown as part of a student and/or staff led project on campus is incorporated into the University catering / menus. Locally sourced food and/or ingredients	20 % of produce is sourced locally (10 miles) - Campus to kitchen food project via Gardening Club -Displayed signage 'Garden to table' in outlets where food is served -Visible POS material for locally sourced food -Compliance of purchase orders with the Sustainable and Ethical food policy.	People & Planet University League criteria	December 2020	Catering Manager Sustainability Team to ensure P&P evidence is available for audit	In progress
Waste reduction						

<p>10% reduction in bottled water onsite by continuing to provide free drinking water at all outlets</p>	<p>Reduction of plastic bottles water or soft drinks</p>	<p>-Reduce sales of plastic bottled water or soft drinks.</p> <p>10195 plastic water bottles sold between June 2018 - May 2019.</p> <p>-Purchase orders demonstrate increase of environmentally friendly cutlery and/or reduce purchase of plastic.</p> <p>-Up to date tracker on sales.</p>	<p>To reduce single use plastics across the campuses.</p>	<p>December 2019</p>	<p>Catering Manager</p>	<p>In progress</p>
<p>10% decrease in food waste from main kitchen.</p>	<p>Reduce the food waste created when cooking the food.</p>	<p>-Measure decrease of food waste through Paper Round collection data</p> <p>-Monthly reporting on waste reduction</p>	<p>To reduce food waste across the campuses.</p>	<p>December 2020</p>	<p>Catering Manager</p>	<p>In progress</p>

		<p>in the Main kitchen.</p> <ul style="list-style-type: none"> -Too Good To Go yearly sales increase. -Increase -Record of daily food waste and prep waste (KG) 				
Specialised waste bins in all catering areas for food and mixed recycling separation.	Increase recycling rates by added specialised waste bins on all outlets.	<ul style="list-style-type: none"> -All outlets have dry mixed recycling, cardboard/ food, general waste and glass bottles recycling where appropriate. 	To increase recycling.	December 2020	<p>Catering Manager and Sustainability Team</p> <p>Arrange training date.</p>	In progress
Removal of all single use plastics.	Achieved through Plastic Free Audit Checklist	<ul style="list-style-type: none"> -Use audit findings to monitor plastic free progress. -Year on year reduction in single use plastics for sale. -Purchase orders demonstrate increase of 	To create Plastic Free Catering outlets, reduce single use plastics.	December 2020	<p>Catering Manager</p> <p>Sustainability Team to create a checklist</p>	<p>Single use plastics including cutlery, take away boxes & straws no longer single use plastics and are instead recyclable & sustainable. Paper straws only given out</p>

		environmentally friendly cutlery and/or reduce purchase of plastic.				on request as part of recent 'Ditch the Straw' campaign. Only single use plastics still on site are drinks bottles/sandwich packaging, etc, which we cannot move away from
Awareness and Events						
Increase in awareness of the range of healthier food options available in the refectory and cafes across campus. This includes events, pop-up stalls & stands, etc	New 'fit for 2020' lunch campaign to be launched in Highbury Canteen.	-Measure engagement by footfall/average spend per head to analyse the uptake of the new offer when launched. This should be added on Tracker for awareness and engagement -One pop-up stall per month per site (Holloway Campus/City Campus).	To create more awareness for eating healthy.	'Fit for 2020 to complete by December 2019	Catering Manager to create a marketing calendar and activities Sustainability Team to help to promote events or run together with Catering Team	In progress Marketing calendar sent out to ZP. Current/future activities suspended due to University closure

<p>Fairtrade Fortnight events</p>	<p>Chartwells to host pop-up Fairtrade stalls, promoting the theme of the year and raise awareness with literature and free giveaways. One stall per location per Fairtrade Fortnight</p>	<p>-Measured by engagement with students and staff, can be compared with 2019 events. -Maintained Fairtrade University status.</p>	<p>To create awareness about Fairtrade products, Fair Trade and farmers. Fairtrade certification criteria PL011.</p>	<p>Fairtrade Fortnight 25th February – 8 March Completed 2020 event dates: Holloway 25th and Aldgate 27th March.</p>	<p>Catering Manager to host the stalls, arrange materials etc. Sustainability Team to ensure Fairtrade evidence is submitted. Sustainability Team to assist on promoting and raising awareness during events.</p>	<p>Fairtrade Fortnight activities completed</p>
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