Introduction

This policy supports the principles identified in the University’s Sustainable Development Policy and Strategy and primarily concerns the provision and procurement of food at the University.

This document provides the policy framework through which food procurement will be delivered in a sustainable manner. The policy will be relevant to all the University’s Schools and Units and to all of the staff within them.

Policy Statement

When undertaking food procurement, the University of St Andrews is committed to supporting the local and regional economy in a manner that is environmentally sound, economically...
viable, and socially responsible.

We aim to comply with the University Sustainable Development Policy 2012-22, through:

- Procuring and providing fresh, nutritious food which is reflective of local diversity.
- Reducing food miles, food waste and the carbon footprint of our food.
- Supporting ethical food certification standards, such as endorsing fairly traded food, the Fairtrade certification standards and the Marine Stewardship Council Certification as well as other ethical initiatives where possible.
- Shifting the ethos of procurement to one with social, economic and environmental agenda compatible with varied cultural identities.
- Demonstrate achievement of high catering standards for good value whilst striving for sustainable attributes (i.e. be an exemplar).

It is recognized that it is our responsibility to:

- Raise awareness of the sustainable food agenda and capacity for sustainable food consumption by staff and students.
- Work with and encourage our suppliers and contractors to minimize negative environmental and social effects associated with the products and services they provide.
- Comply with the guidelines identified in the People & Planet Green League in relation to food.
- Move towards using external food suppliers who have a clear sustainability policy of their own, specifically supporting local businesses in their drive towards sustainable practices.
- Recognise and celebrate the cultural diversity of our students through the food provided.

Scope of the Policy

1. This policy is focused on but not limited to provision and procurement of food at the University of St Andrews. It applies to all aspects of sustainable food, including:
   a. Procurement
   b. Provision
   c. Preparation
   d. Food waste and waste management
   e. Growing
   f. Education
   g. Climate change and carbon emissions

2. All suppliers will be expected to assist the University in meeting the sustainable food policy.

Roles & Responsibilities

1. The University has a responsibility to procure food in a sustainable manner in accordance with the Sustainable Development Policy and Strategy (particular reference to Chapter 6 ‘Living within our environmental limits’ and Chapter 7 ‘Promoting a healthy and just society’).

2. The Director of Residential and Business Services through the Deputy Directors and
Operations Managers has overall responsibility for the implementation of the policy within the University’s catering department. However different departments will have particular responsibility for managing aspects relevant to their department (see above) e.g. Procurement will have responsibility for 1a, etc.

3. Responsibility for application of the principles and practical delivery of this policy within Residential and Business Services lies with the Unit Managers and their teams.

4. Responsibility for application of the principles and practical delivery of this policy within the Schools and Units lies with the Head of School or Department.

5. Guidance and advice with regards to all aspects listed above will be provided by Estates Environment Team as required.

Relationship with Existing Policies

This Policy has been formulated within the context of the following University documents:

- Residential and Business Services Food Safety Policy
- Sustainable Development Policy 2012-22
- Procurement Strategy
- Fairtrade Policy
- University of St Andrews Carbon Management Plan 2017-22
- Waste Policy

All of which are available from the University’s Website.

Guidance for Implementation of the Policy

Estates Environment Team will advise on the current and shifting sustainability agenda affecting food procurement and provision. RBS will advise on the factors affecting food procurement through consultation and advice from APUC and TUCO.¹

Main Targets²

1. Customer Engagement

Annual and Ongoing

a. Proudly promote our sustainable food to customers, increasing awareness and sales

b. Any changes to our sustainable food behaviour and practices will be communicated on an annual basis as a summary report with any landmark changes throughout the year communicated on an ‘as and when’ basis. The summary report will be produced by the Environment Team with input from RBS Catering Team. The Environment Team will be informed of landmark changes by RBS and will disseminate the information.

¹ APUC - http://apuc-scot.ac.uk/  TUCO - http://www.tuco.ac.uk/
² For more details see the Sustainable Food Action Plan
2. Fairtrade

Annual and Ongoing

a. The University has been fairtrade-certified since 2007, with the certification re-examined and every two years. The next renewal is due in October 2018.
b. Investigate all relevant food categories for Fairtrade alternatives and purchase those where possible.

3. Fish

Annual

a. All fish, offered in University premises, is Marine Stewardship Council (MSC) certified. No fish from category 4 or 5, as classified by the MSC, is served within the University.
b. Annually evaluate the capture methods and species of tinned fish and purchase more sustainable alternatives, if relevant.

4. Fruit and Vegetables

Ongoing

a. Promote and supply seasonal fruit and vegetables to customers, especially during the summer months.
b. Engage suppliers to measure the amount of local and seasonal fruit and vegetables and use to help with procurement decisions.
c. Increase proportion of vegetables (and fruit if possible) grown in Fife and the surrounding area.
d. Set targets for increasing the amount of seasonal produce on previous year.
e. Look to increase amount of organic fruit and vegetables used.
f. Work towards increased opportunities for student or staff led food growing on University grounds to increase more widespread knowledge of food production and its environmental issues (alongside Transition University of St Andrews).

Long term

a. Increase the sales of food from plant origin as an alternative to meat and dairy, focusing on the health, well-being and environmental benefits.

5. Meat

On-going

a. Look to increase the amount of meat reared under systems with higher animal welfare. This is particularly relevant for chicken and pig meat. For example, look

\[ ^3 \text{Good Fish Guide} \text{https://www.mcsuk.org/goodfishguide/search}\]
to source meat with accreditation standards such as Quality Meat Scotland Assurance Scheme.

b. Investigate ways of increasing higher welfare meat through cost neutral methods such as portion sizes and looking for value cuts, and review ways of increasing vegetarian meals where possible e.g. Green Week
c. Investigate ways of reducing the amount of meat used e.g. appropriate portion sizes and zero wastage.

6. Dairy

On-going

a. Investigate opportunities to use organic dairy products, including milk

7. Eggs

Continuous

a. Only use locally sourced free range eggs (currently in place).

b. Promote the use of free range eggs

8. Dry Grocery

Continuous

a. Ensure the continuous sourcing of fairtrade coffee, tea, hot chocolate, bananas and sugar.

b. Investigate purchasing organic and/or Fairtrade and fairly traded supplies of rice, pasta, flour, pulses, tinned products, juices.

9. Water

On-going

a. Ensure tap water is available at every catering outlet

b. Investigate selling of reusable University branded water bottles in retail outlets

c. Minimise the use of plastic water bottles on campus by:

i. Investigating the sale of bottled water in alternative packaging at retail outlets

ii. Investigating the replacement bottled water with filtered tap water in delivered catering

10. Disposables

On-going

a. Move all disposable products to recyclable and/or compostable alternatives where possible.

b. Measure and reduce the amount of disposables used.

c. Promote sale and use of ‘keep cups’ to reduce amount of takeaway disposables.
d. Investigate a charge on disposable coffee cups  
e. Discontinue the use of plastic straws across campus

11. Cleaning Materials

On-going  
a. Assess the impact of current cleaning materials on the environment and source less harmful alternatives and coordinate this with RBS Hall Managers.

12. Waste

Short term  
Compost all appropriate food waste.

Long term  
Zero food waste to landfill.  
Ensure continued recycling of all waste cooking oil.

13. Transport

On-going  
a. Seek to reduce the number of deliveries made to each site by suppliers and ascertain from suppliers the sustainable credentials of their fleet.

14. Culture and Social

On-going  
a. Support culture of healthy eating with meal choices reflecting cultural diversity  
b. Develop and maintain a partnership with groups and agencies within the University such as Transition, Vegetarian Society, Fine Food and Dining Society, and any other community-led groups.  
c. Healthy Living Award should be in place in all catering outlets, including halls of residence (in place) and retail cafes.

15. Research

On-going  
a. Support research within the University by engaging with the Sustainable Development curriculum program, Living Labs and any other relevant student, staff or academic group.

Target Setting

This policy will be reviewed every two years and more specific numerical targets should be added year on year in the accompanying Sustainable Food Action Plan to facilitate the continual provision
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RBS and Environment Team

and procurement of more sustainable food.

Next policy review due January 2020.

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Glossary

- **Sustainable Food** - there is no legal definition of ‘sustainable food,’ although some aspects, such as the terms ‘organic’ or ‘Fairtrade’, are clearly defined. Our definition is that sustainable food should be produced, processed and traded in ways that:
  > Contribute to thriving local economies and sustainable livelihoods
  > Protect the diversity of both plants and animals (and the welfare of farmed and wild species), to avoid damaging natural resources and climate change;
  > Provide social benefits, such as good quality food, safe and healthy products, and educational opportunities.

- **Local food** - there is no universal definition of local food, but it is generally considered to be food grown or produced, processed, traded and sold within a geographic radius of 30-50 miles.

- **Sustainable procurement** - sustainable procurement is partly about buying and sourcing green products but it’s also about ensuring energy and resource efficiency as well as long term cost effectiveness. For example:
  > Environmental concerns – e.g. energy emissions
  > Materials used in manufacture
  > Where a product is coming from and how long its lifecycle is
  > Ethical issues – e.g. whether organisations provide fair and safe working conditions for their staff
  > Saving costs measured across the whole lifecycle of a product.

- **Fairtrade** - is about better prices, decent working conditions, local sustainability, and fair terms of trade for farmers and workers in the developing world. By requiring companies to pay sustainable prices (which must never fall lower than the market price), Fairtrade addresses the injustices of conventional trade, which traditionally discriminates against the poorest, weakest producers.

- **Fairly traded** - this concerns companies/products which are not officially registered as Fairtrade by the certification standard but that do take into account their environmental and social impact.

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4 From [https://www.sustainweb.org/sustainablefood/what_is_sustainable_food/](https://www.sustainweb.org/sustainablefood/what_is_sustainable_food/)
5 From [http://www.makinglocalfoodwork.co.uk/faqs.cfm](http://www.makinglocalfoodwork.co.uk/faqs.cfm)
6 From [http://www.fairtrade.org.uk/what_is_fairtrade](http://www.fairtrade.org.uk/what_is_fairtrade)