

# Food Waste Minimisation Plan 2025

Bath Spa University Catering is committed to reducing our food waste, during the ordering, preparation stages, as well as looking to reduce our food waste from customer plates. Food waste not only causes unnecessary landfill causing environmental costs but creates a financial cost to our business as food purchased is wasted.

We will continue to monitor our food waste data to identify improvements. This is detailed in our food waste minimisation plan below. We work to continually reduce our food waste, through staff training and feedback, working with suppliers and customers, appropriate ordering, storage and food preparation.

## Our Aims

- To reduce unnecessary food waste at preparation stage
- To inform our staff and customers on how to reduce food waste through use of signage and training
- To monitor our food waste so staff have a better understanding of our personal carbon footprint

We work closely with our staff to minimise food waste. We encourage new ideas on how to reduce food waste, we communicate waste reduction initiatives frequently, through newsletters, team meetings and on-site posters.

All staff are aware of our food waste policies and receive appropriate training.

We have a food waste champion at each of our sites which monitor food waste and keep staff aware of initiatives.

Daily meal numbers supplied by the school and daily plate counts completed daily to ensure effective production of food.

We make sure that our portion sizes are appropriate to our customers.

We make sure that dishes are tried and tested before they are put on the menu

We offer take away containers for customers who may wish to take away leftovers.

## Staff receive training in:

- Food preparation to reduce spoilage, portion control to ensure consistent appropriate portions for our customers.

- Stock rotation: last in first out basis therefore minimising food waste.
- Making sure food is stored appropriately to reduce any spoilage.
- Recycling Policies to ensure food waste and other recyclables are placed in the correct zones.

Where possible, we work with Too Good to Go and The Salvation Army to make sure that food which may be wasted can be put to good use. For example, if vegetables are left over at the end of a week/ term, we can pass this on to those that need it. Similarly, we donate to the local community fridges and Student Food Donation Points located around Newton Park Campus.

Our food waste is disposed of through a separate food waste collection service, which ensures our food waste does not go to land fill.

## Food waste reduction targets

We have committed to reducing our food waste by 2026 but will review quarterly.

Our targets shall be reviewed annually, and shall be specific, measurable, realistic and have an appropriate timescale.

Our targets shall be based on the food waste monitoring from each of our sites.

## Ordering Procedures

We aim to order in bulk to reduce the number of deliveries that come to site. We use recipes, portion control and daily sales figures and reports to support our ordering process. Monthly stock takes are taken place so we can establish stock holding.

We are going out to tender for a procurement-based software system to support.

## Food waste minimisation plan review process

The food waste minimisation plan is reviewed each year. The deadline for review is January 2026. Aiming to reduce our food waste by %

Responsibility for the food waste minimisation plan is with Rachel Roberts, Catering and Hospitality Manager.