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**Food Waste Policy**

Introduction

This document provides the policy framework through which target food waste management will be delivered in a reasonably sustainable manner. The document covers:

* Policy Statement
* Scope of the policy
* Roles and responsibilities
* Guidance for implementation of the policy
* Glossary of terms

**Policy Statement**

Rollinson’s Cakery is fully aware of the impact that wastage has on the environment and the need to ensure that the Food Waste Policy supports local environmental policies and practices. It is also recognised that food waste represents a budgetary inefficiency.

I take responsibility to minimise food waste associated with products and services I provide. Food waste management is a key element of Catering Services Framework for Sustainability.

**Scope of the policy**

1. This policy is focused on but not limited to minimising food waste of Rollinson’s Cakery. It applies to all aspects of food waste.

**Roles and responsibilities**

1. Rollinson’s Cakery has a responsibility to minimise food waste in accordance with local council policies.

2. The owner has an overarching responsibility for the implementation of the policy and principles within Rollinson’s Cakery.

**Guidance for implementation of the policy**

An annual review for end December will ascertain the level of food waste known or suspected not to be correctly recycled by units

Owner will:

* regularly audit to ensure that food waste is being recycled correctly
* Develop revised procedures, policies or menus
* Review menus to identify and reduce/eliminate frequently wasted items
* Pre-plan secondary uses for certain menu items in the case of overproduction, paying close attention to food safety guidelines
* Review portion sizes and monitor
* Continue to send all oil for recycling
* Reduce use of cooking oil

**Leftovers**

Rollinson’s Cakery has partnered with Too Good To Go app to help fight food waste and maximise the use of service leftovers and non-service leftovers that are not expired or are about to expire.

**APPENDIX 1**

**Glossary of Terms**

*Prep waste*

• Waste generated as a by-product of the preparation of meals

*Spoilage waste*

• This is food waste discarded by staff members and wholly within the control of Catering Services. This includes all waste generated by overproduction, trim waste, expiration, spoilage, overcooked items, contaminated and dropped items

• It also includes all other food waste under the control of Catering Services, including items on serveries such as salad bars, servery counter meals, self-serve deli stations and expired ‘grab & go’ items

• It also includes accidental kitchen waste due to equipment breakdown

*Service leftovers*

• This is food cooked and ready for service but not served to customers. If reheated as part of a batch-cooking methodology, it cannot be further used. This can best be reduced by the correct identification of sale or uptake volumes

*Plate waste*

• Is food waste discarded by customers after food has been sold or served. This waste is referred to as "plate waste" or "table scraps" and the decision to discard it (or leave the food on the plate) is made by the consumer rather than Catering Services. Plate waste can be reduced through smaller portions and awareness programmes, i.e. ‘Love food, hate waste’ and ‘Too good to waste’