



University of East Anglia

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[REDACTED]

19 February 2018

Dear [REDACTED]

**Freedom of Information Act 2000 – Information request (ref: FOI\_18-022)**

We have now considered your request of 23 January 2018 as amended on 19 February 2018 for information relating to the catering function at UEA.

Our response is on pages 2-4 of this letter, together with a copy of your request.

On this occasion it is not possible to provide all the requested information. In line with your rights under section 1(1)(a) of the Act to be informed whether information is held, we confirm that the University does not hold information relevant to several questions within your request. Further information is on pages 2-4 of this letter.

We hope this information will meet your requirements, however if you are not satisfied you have the right of appeal. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

[https://ico.org.uk/Global/contact\\_us](https://ico.org.uk/Global/contact_us), or by telephone on 0303 123 1113.

Please note that any material over which UEA has copyright is released on the understanding that you will comply with all relevant copyright rules regarding reproduction and/or transmission of the information provided.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Dave Palmer  
Information Policy and Compliance Manager  
University of East Anglia

## Response to Freedom of Information Act 2000 request (FOI\_18-022)

*Could you please send me the answers to the following questions:*

- *Do you have a sustainable food policy that covers animal welfare when buying animal based food?*

Yes, it is entitled 'Our Healthy and Sustainable Food Policy' and is available to view on the UEA website:

<https://www.uea.ac.uk/documents/3154295/9533899/Sustainable+Food+Policy/>

- *Who is responsible for this policy and how often is it reviewed?*

The next review of the policy will be undertaken by our recently appointed Executive Chef, thereafter it will be reviewed annually as a minimum, or as and when necessary.

- *Do you have a cage free egg policy?*

Yes, it is within the document referenced in our response to question 1.

- *Where on campus do you use catering contractors and where do you deploy your own in-house caterings services?*

Catering contractors are deployed within the INTO building<sup>1</sup>, the Enterprise Centre<sup>2</sup>. Bars, cafes and shop catering operated by the Union of UEA Students (UUEAS)<sup>3</sup>, a separate body to the University, are run by the UUEAS itself. Sportspark<sup>4</sup> catering is operated by Sportspark employees. All other catering at UEA is provided in-house by UEA staff.

- *If you use both, contractors and in-house caterers do you require the same sustainable food policy standards to be met?*

No. The Enterprise Centre, INTO and UUEAS catering services are not managed by UEA Catering Services and therefore are not obligated to adopt UEA Catering services standards or policies.

- *Do any of your catering operations on campus affiliate to any schemes such as Freedom food or Food for Life?*

UEA is currently not affiliated with any scheme; however there is an intention to investigate opportunities in this area.

- *On average how many meals per day do you serve?*

**[Information not held - s.1(1)(a), Freedom of Information Act]**

<sup>1</sup> <http://www.intostudy.com/en-gb/universities/university-of-east-anqlia>

<sup>2</sup> <https://www.uea.ac.uk/adapt/the-enterprise-centre>

<sup>3</sup> <https://www.uea.su/eat-drink-shop/>

<sup>4</sup> <http://www.sportspark.co.uk/>

UEA does not hold this information as the University Catering Services does not track 'meals' sold, only transactions which, in turn, do not separate food and beverage sales.

- *What proportion of the meals served are vegetarian?*

**[Information not held - s.1(1)(a), Freedom of Information Act]**

UEA Catering Services does not categorise meal sales in this manner. All items are grouped as a sales group whether they are vegetarian or not, (i.e. main course sales are not segregated into vegetarian and meat/fish).

- *What is the annual value / volume of animal based food sourced (please break this down by meat, dairy, eggs)*

*[Question withdrawn on 19 February 2018]*

- *Do you use Organic meat dairy or eggs? If so how much?*

Organic meat, dairy and eggs are not provided for everyday use, but are available upon request.

*[Question regarding volume of organic meat, dairy or eggs used withdrawn on 19 February 2018]*

- *What national rules / guidelines apply to you when using public money for animal based food?*

UEA refers to Food Standards Agency (FSA) guidelines as necessary.

- *What is the process used to procure animal based food? (Specific contracts, framework agreements or open market)*

UEA Catering Services follows general UEA purchasing guidelines<sup>5</sup> and also utilises purchase framework agreements from consortia such as The University Caterers Organisation (TUCO), Eastern Shires Purchasing Organisation (ESPO), and the Southern Universities Purchasing Consortium (SUPC) where possible, especially for higher value agreements.

UEA utilises a local provider for all milk purchasing, following usual UEA tender processes. Whole free range eggs are purchased from a local supplier.

- *Do you use any buying consortiums?*

Yes, please see response to above question.

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<sup>5</sup> <https://portal.uea.ac.uk/procurement/policies-and-strategy>

• *Do your tenders include animal welfare considerations? If yes, what are they?*

Tenders for meat and dairy products directly administered by UEA do not include animal welfare considerations at this time. However, such tenders represents less than 5% of the total meat and dairy products sourced by UEA Catering.

Approximately 95% of all meat and dairy products sourced by UEA Catering is purchased under either the Eastern Shires Purchasing Organisation (ESPO) or the University Caterers Organisation (TUCO) consortia frameworks, each of which includes animal welfare concerns in their product sourcing guidelines.

• *Do you plan to increase the extent to which you include animal welfare considerations into your procurement processes? If not, why?*

Animal welfare considerations are included within consortium purchasing (example above) and will be further considered in ongoing reviews of our Sustainable Food Policy.

• *When purchasing food for, how do you implement guidelines linked to nutrition or health?*

***[Information not held - s.1(1)(a), Freedom of Information Act]***

We do not hold any recorded information stating how we implement nutrition or health guidelines within our food purchasing process.

• *Please name the caterers you use.*

All UEA catering is carried out in-house save for that noted above. Mustard Catering Ltd. provides catering services within the Enterprise Centre. Bars, cafes and shop catering operated by the UUEAS use their own staff.

***[Information not held - s.1(1)(a), Freedom of Information Act]***

UEA does not hold any recorded information on the identity of the catering service within the INTO building.