

Minimising food waste at events and meetings

In the UK around 15 million tonnes of food is thrown away every year, 9.0 metric tonnes of this food waste is thrown away by hospitality and food services. Members of the University can help reduce those numbers by thinking about what they order for University catered events.

Ensure accurate numbers

Before any event or meeting where catering has been ordered, it is important to ensure that there are accurate numbers. If there is a change of numbers then informing catering staff of this can help reduce the amount of food waste. [HospitalityOnCampus](#), the University delivered hospitality service asks for confirmation of numbers two days before the event.

Leftover Food

If food has been ordered through the University's [HospitalityOnCampus](#) service, the team will ensure that any food left over from any of their orders will be collected, and where possible, given to charity.

When other University approved catering suppliers are used from Unibuy, staff can contact and deliver left over food themselves using the list of approved charities below. In these cases it is imperative that the charity that picks up the food signs the [food disclaimer form](#).

Overleaf is a list is of approved charities that the University uses to collect **food** waste from events and meetings.

Food waste charity	Location	Contacts	Details
1. Mad Dogs	Safestore Units 1A37 & E07 34 Brindley Road Old Trafford Manchester M16 9HQ	info@maddogshomelessproject.org.uk Sandra Wilding 07591571555	Happy to accept sandwiches, cakes etc.
2. Greater Manchester Fare Share	Units E6-E7 New Smithfield Market Manchester M11 2WJ	Miranda Kaunang fsgreatermanchester@fareshare.org miranda@emergemanchester.co.uk ruth@emergemanchester.co.uk	Cannot accept leftover buffet food.
3. FoodCycle	The Roby, 307 Dickenson Road M13 0NG	manchester@foodcycle.org.uk	Will accept any fresh fruit/veg.
4. Fallowfield Fare Share		info@fallowfieldwithington.foodbank.org.uk	Do not have facilities/space to store fresh food. Happy to accept any in-date long-life items such as UHT milk, juice cartons, cereals or pulses To be dropped off on Fridays at Union Chapel M14 6EQ between 12-2pm.
5. Student Action	Students' Union	Isabel Duffield sa.homeless@outlook.com	Will accept all food types. Need to know collection location and days food will be available.
6. Morning Star Hostel	104 Denmark Road	Amanda Croome a.croome@caritassalford.org.uk	Happy to accept donations of items which are wrapped and fully labelled with food allergens, which are in date and have been stored at the correct temperature. Cannot accept left over buffet food.