

TUCO Scottish Regional Meeting

Thursday 24th September commencing at 2pm

MS Teams

A G E N D A

1. Welcome, Introductions and Apologies
2. Member updates
3. TUCO Framework updates
4. APUC Framework updates
5. TUCO Academy updates
 - Online Courses
6. TUCO Board Update – Non Exec Directors report
7. AOB
8. Date of Next meeting

Regional Meeting Update – Scotland

Regional Chair – Ian Macaulay

Venue	Virtual Meeting (MS Teams)
Date	Thursday 24 th September 2020 2pm
Date of last meeting	Tuesday 21 st July 2020 2pm
Meeting objective	Informal update across the region
TUCO Contacts	Nicola Mellor (Category Manager) – nicola.mellor@tuco.ac.uk Sarah McLoughlin (Head of Academy) – sarah.mcloughlin@tuco.ac.uk
Attendees	Nicola Mellor – TUCO Ian Macaulay – University of Edinburgh Mike Belton – Calmac Ferries Louise Levens – APUC Andy Anderson – APUC Ype Vandershaaf – Forth Valley College Alan Riddell – University of St Andrews Calum Maclachlan – University of Aberdeen Thomas Day – Heriot-Watt University Lorna Padden – Edinburgh Napier Peter Bacchetti - Ayrshire College Steven McKay – University of St Andrews Iain Calder – Forth Valley College Graham Patterson – University of Strathclyde
Apologies	Martyn Whyte – Inverness College Peter Bacchetti - Ayrshire College Graham Young – West Lothian College Matthew Gilmore – University of West Scotland Sarah McLoughlin - TUCO

1. Welcome, Introductions and Apologies
2. Member Updates

These were not minuted due to the sensitive nature of the discussions.



The University Caterers Organisation

3. TUCO Framework Updates (NM)

Convenience Retail Framework (new)

New Agreement went live on 1st July 2020. All documents relating to the new agreement are available to view and download on the TUCO website. This agreement replaces the Confectionery framework.

Lot 1 Confectionery, Snacks & Soft Drinks

Lot 2 Cakes (Ambient, Chilled, Fresh & Frozen)

Lot 3 Convenience Retail Grocery (Ambient, Chilled, Fresh & Frozen)

Lot 4 Convenience Retail Alcohol

Lot 5 Convenience Retail Non-Food

Lot 6 Cigarettes, Tobacco, E-Cigarettes and associated products

Lot 7 One Stop Shop (incl. all above)

Please note that Costcutter who were awarded onto the agreement (for Lot 7) have decided that they do not wish to be part of the framework.

NISA who have also been awarded onto Lot 7 are currently pending as their Terms and Conditions are agreed.

Vending (Current Agreement)

Current Framework Agreement will expire on 30th September 2020.

Vending On-Boarding Costs

Some vending suppliers have put in place 'On-boarding' costs. TUCO have not agreed the on-boarding costs, however, we feel that as a public sector entity and, during this global pandemic, such costs should be considered on a case by case basis.

The areas suppliers and members may consider are:

Members may wish to pay the on-boarding costs, should they wish to.

Bringing forward annual service checks where possible rather than pay for filters etc.

Negotiate royalties to cover costs

Extend contract period for 12 months

Switch on high footfall vending machines only

Stagger switch on of machines

These are some examples members can discuss with their supplier to help get the vending machines back up and running.

New Vending Agreement (DPS)

The current tender has been extended to 1st October 2020. The new tender has now been evaluated.

There will be 11 Lots on the new framework agreement. The tender process was carried out via DPS. This means suppliers can apply for the vending agreement throughout the contract period.

The Lots and suppliers awarded are:



The University Caterers Organisation

Lots	Suppliers awarded
Lot 1 Confectionery / Snacks – Ambient, Lot 2 Food including Sandwiches chilled & Hot Food Concepts, Lot 3 Beverages – Cans / bottles, Lot 4 Hot Drinks, Lot 5 Fully Managed Service, Lot 6 Self-fill only machines, Lot 7 Reverse vending machines, Lot 8 Retail Convenience Store Vending, Lot 9 Mobile Vending, Lot 10 Express Vending Coffee, Lot 11 Telemetry System Lot.	Broderick Bulk Vending Cymraeg Excel Vending JW Vending Options Management Selecta VH Graddon Wilkes Vending Systems

Unsuccessful suppliers will be allowed to resubmit the areas they failed.

DIPCHEM

A PPE webinar took place on 7th September, discussing chemicals, PPE and takeaway packaging. They were recorded and available on the Academy website.

Updated COVID19 information from each supplier is available on the TUCO DIPCHEM webpage.

Soft Drinks

Price increases are due in October. CCEP, AGBarr Ltd have advised they will be increasing their prices from 1st October.

LR Suntory have changed their name to Suntory Beverage & Food GB&I. All relevant checks have been carried out and the website has been updated.

Waste

The Innovative Food Waste Services Framework Agreement expires July 2021. The following Lots are planned:

Lot 1: On-Site Food Waste Innovation.

Lot 2: Used Disposable Cup Collection Service.

Lot 3: Waste Coffee Grounds Collection Service.

Lot 4: Off-Site Sustainable Food Waste Management Service.

Lot 5: Waste Oil Recycling Collection and Disposal Service.

We will also look at a Lot for weighing food waste.

We welcome member innovation to consider in the initial, strategy section of this project.

Sandwiches Framework

Received news that Tiffin sandwiches and Street Eats are merging on 1st July 2020. Currently awaiting official notification. In the short term, both brands will continue and there should be no change to customers.

Catering Light & Heavy Equipment

Framework extended for 1 additional year – 12.11.21

Few suppliers have submitted revised pricing; Bunzl and Brakes.

IFDC

Framework extended until 31.03.21 (not full year as being retendered early)
Any new concepts requirements or suitable suppliers?

Alcohol

Plans on bars reopening? New normal survey suggested these were not priority and some would open September but the majority in January.

4. APUC Framework Updates (AA)

Report attached

5. Academy update

- Still no plans for face to face Academy activity until 2021 at the earliest but we have posted 4 courses that are full day online courses on the website. £25 each for full members:
 - [level-4-food-safety-refresher](#) 13th October
 - [social-media-training](#) 10th November
 - [leadership-skills](#) 24th November
 - [change-management](#) 7th Jan
 - Mental Health 1st Aid (posting soon) 21st Jan
- Compliance courses – offering all courses by webinar and still be able to certificate through collaboration with institution by setting up a staff member at the institution as an invigilator in the TUCO centre. Can also deliver as a webinar with a certificate of attendance instead. Currently trialling face to face session at MMU on Friday (please find attached risk assessment for attending on site if institutions are allowed off-site visitors.)
- TUCO is supporting a bid from a consortia of universities for a grant from the Doctorial Training Centre in Transformative Food Systems. This will give us access to research projects on menu planning, meal concepts that are based on nutritional composition and environmental sustainability. It can also provide an opportunity to give free training on the above for members, they have had their interview and are waiting to hear the results but in the meantime have found additional funding so we're looking to collaborate with them soon.
- Building a programme of forums to provide tools and support for all tiers in member institutions – starting with Leadership workshop which will additionally have a panel review / networking session post event. Also looking at sustainability and business planning
- Free webinars will continue for the foreseeable but are now only going to be every few weeks – videos are still available
- Free online courses for Food Safety and Allergens still available through our e-learning platform with Upskill
- Working with University of Edinburgh to create a resource for students for 'one pot' cooking recordings from university chefs – hoping to expand that out with other universities soon.
- Virtual conference on the 18th of November will be looking at “Managing disruption and change in a VUCA world” (VUCA is Volatile, Uncertain, Complex and Ambiguous) – there will



The University Caterers Organisation

be an online social event but it will be first come first served for a cookalong and drinks! Calling it “Black tie and Slippers” – black tie and posh frocks will be optional – but tbh it might be the only time you’ll get dressed up this year! Registrations will be out this week.

- We’re hoping to collate pictures and videos of good news stories from support you’ve had in the community – town and gown! For example we’ve had many members who cooked meals for the homeless or supported NHS workers by having them stay in residential areas. Please let me know about them and we can spread the word. Send pictures and details to sarah.mcloughlin@tuco.ac.uk

6. TUCO Board / General Update

The Board last met on 10th September.

Company Finances are being closely monitored

Last Two members of staff will return from furlough in October

7. Next Meeting

TBC

Suppliers – Currently Supplying Scotland

Fresh Fruit and Veg

Brakes
George Anderson
Mark Murphy
Reynolds
Total Produce

Fresh Fish and Seafood

Direct Seafoods
M&J Seafood

Recruitment

ASA Recruitment
Blue Arrow
Reed Specialist Recruitment
Search Consultancy

Sustainable Food Waste Management

Tendered Lots:

Lot 1: On-Site Food Waste Innovation, Lot 2: Used Disposable Cup Collection Service
Lot 3: Waste Coffee Grounds Collection Service, Lot 4: Off-Site Sustainable Food
Waste Management Service, Lot 5: Waste Oil Recycling Collection and Disposal
Service

Supplier	Lots included
Biffa	2, 3, 4 & 5
BioHiTech	1
Keenan	4
Olleco	3, 4 & 5
Organic Waste Logistics (OWL)	1 & 4

Kitchen Equipment Maintenance, Deep Cleaning & Ventilation Ducting Services

Tendered Lots:

Lot 1 Catering Equipment Maintenance, Lot 2 Refrigeration Equipment Maintenance, Lot 3 Dishwashing Equipment Maintenance, Lot 4 Kitchen Deep Clean, Lot 5 Kitchen Ventilation and Ducting Cleaning, Lot 6 One Stop Shop

Supplier	Lots Included
DCUK FM (not currently on FW)	5
Duct Hygiene Limited	5
Fortis HMS Ltd	4, 5
JLA Limited	1, 2, 3
Overclean Ltd	4, 5
Premier Clean UK Ltd	4, 5
Automatic Cooling Engineers Ltd (successful in stage 1 and are hoping to be included in a tender to supply services to St Andrews)	1, 2, 3
ScoMac Catering Equipment Ltd (successful in stage 1 and are hoping to be included in a tender to supply services to St Andrews)	2

Convenience Retail

Tendered Lots:

Lot 1 Confectionery, Snacks & Soft Drinks,
 Lot 2 Cakes (Ambient, Chilled, Fresh & Frozen),
 Lot 3 Convenience Retail Grocery (Ambient, Chilled, Fresh & Frozen), Lot 4 Convenience Retail Alcohol,
 Lot 5 Convenience Retail Non-Food,
 Lot 6 Cigarettes, Tobacco, E-Cigarettes and associated products, Lot 7 One Stop Shop (incl. all above)

Supplier	Lots Included
Adamsons	1
Bestway	1, 3, 4, 5, 6 & 7
Bidfood	1, 2
Brakes	1, 2
Fulfil	2
Handmade & ProperMaid	2
JW Filshill	1, 3, 4, 5, 6 & 7
LWC	4
Premcrest	1, 2, 3, 5
Sugro	1

Temporary Structures

Lots Tendered:

- Lot 1: Temporary Kitchens, Equipment & Bars,
Lot 2: Large Event Marquees & Temporary Structures (Gable Width of over 12m),
Lot 3: Small Marquees & Temporary structures (Max Gable Width 12m),
Lot 4: Turnkey solution for Temporary Kitchens, Marquees & Temporary structures

Supplier	Lots Included
Danco	2
Pinnacle	1, 2 & 4
PKL	1

Catering Light and Heavy Equipment

Tendered Lots:

1. Light Catering Equipment (all items one-stop shop), 2. Catering Uniforms including PPE,
3. Sustainable alternatives to disposables (cups and boxes), 4. Cookware, 5. Refrigeration,
6. Specialist cold rooms and walk in freezers, 7. Ware washing, 8. Kitchen Ventilation Systems,
9. Heavy Catering Appliances, 10. Heavy Catering Equipment (all items one-stop shop)

Supplier	Lots Included
Alliance Disposables Ltd	1, 3 & 10
BFS Group Ltd T/A Bidfood	1, 4, 5, 6, 7 & 9
Brakes	All
Bunzl UK t/a Lockhart Catering Equipment	1, 2, 4, 5, 7, 9 & 10
Buttress Group Limited	7
Foster Refrigerator	6
HG Stephenson	1, 2, 3 & 9
Hobart	4 & 7
JLA Limited	4, 5
Kitchenequip.co.uk	1, 4, 5, 6, 7, 9 & 10
Magenta (UK) Ltd	1 & 3
Meiko UK Ltd	7
MWUK Ltd	2
Nisbets PLC	1, 2, 3, 4, 5, 6, 9 & 10
RH Hall	4, 5, 7, 9 & 10
Stephens Catering Equipment	1, 4, 5, 6 & 7
True Refrigeration	5
Whitco Catering and Bakery Equipment	4, 6, 8, 9 & 10
Williams Refrigeration (trading name AFE Group Ltd)	6

Fresh Meat and Poultry

Tendered Lots:

1. Higher and Further Education
2. Local Authorities

Supplier	Lots Included
Aubrey Allen	1
Bidfood	1 & 2
Brakes	1 & 2
MJ Birtwistle & Co	1 & 2
Mrs JC Altham	1

Milk, Dairy, Morning Goods & Bread

Tendered Lots:

- Lot 1: Milk & Dairy HE/FE, Lot 2: Milk & Dairy LA, Lot 3: Milk & Dairy Fairly Traded HE/FE
Lot 4: Bread & Morning Goods HE/FE, Lot 5: Bread & Morning Goods LA, Lot 7: Artisan Cheese HE/FE

Supplier	Lots Included
BAKO North Western Group Ltd	1, 2, 4, 5 & 7
Dairylink UK Ltd	1, 2, 3 & 5
West Country Milk Consortium	2, 3 & 7

Sandwiches

Tendered Lots:

1. Retail Sandwiches, 2. Catering Sandwiches, 3. Food to Go, 4. One Stop Shop (sandwiches)

Supplier	Lots Included
Adelie Foods (ADMINISTRATION – ceased trading)	1, 2, 3, 4
Ginsters	1, 3
Lime Tree Foods t/a Sandwich King	1, 2, 3, 4
On A Roll	1, 2, 3, 4
PJs	1, 2, 3, 4
Street Eats	1, 2, 3, 4
Real Wrap Co Ltd	1, 2, 3, 4
Tiffin Sandwiches	1, 2, 3, 4

Grocery Provisions Frozen and Chilled

Tendered Lots:

Lot 1: Grocery & Chilled HE & FE, Lot 2: Frozen & Chilled HE & FE, Lot 3: Chilled HE & FE,

Lot 4: Grocery, Frozen & Chilled HE & FE, Lot 5: Grocery & Chilled for LA & Other,

Lot 6: Frozen & Chilled for LA & Other, Lot 7: Chilled for LA & Other,

Lot 8: Grocery, Frozen & Chilled for LA and Other

Supplier	Lots Included
Batleys Foodservice	1, 2, 4, 5, 6, 8
Bidfood	1, 2, 4, 5, 6, 8
Brakes	1, 2, 4, 5, 6, 8
Fife Creamery	3
Lomond Fine Foods	1, 2, 4, 5, 6, 8
Yearsley Group	2

Soft Drinks

Tendered Lots:

Lot 1: Carbonated Soft Drinks, Lot 2: Still Soft Drinks, Lot 3: Sports, Health & Energy

Lot 4: Bottled Water, Lot 5: Concentrated Juice & Dispensers

Supplier	Lots Included
AG Barr PLC	1, 2, 3, 4
Batleys Foodservice	1, 2, 3, 4
Bewleys Ltd	1, 2, 3, 4, 5
Bidfood	1, 2, 3, 4
Brakes	1, 2, 3, 4
Catering Services Supplies Ltd	5
CCEP	1, 2, 3, 4
Janes Beverages	5
Krogab UK Ltd	5
LR Suntory	1, 2, 3, 4
Tchibo Coffee International Ltd	5

Innovative Food and Drink Concepts

Tendered Lots:

**Lot 1. Healthy, Lot 2. Asian, Lot 3. North & South American, Lot 4. Italian, Lot 5. Other European,
Lot 6. Ice-cream, Lot 7. Bread & Coffee Shop Concepts, Lot 8. Alcoholic Drinks Concepts
Lot 9. Non-Alcoholic Drink Concepts, Lot 10. Drink Technology Support Concepts**

Supplier	Lots Included
Arytza Food Solutions (Delice de France)	7
Brewfitt Ltd	9 & 10
Chicken Joes	2, 3, 5
Country Choice	3, 7
Dr Oetker	4
Drink Command	8 & 10
Energy Distribution	8 & 10
King Asia	2
Krogab	6
Nichols t/a Vimto	9
Pasta King	2, 3, 4
RH Hall	1, 7
Tugo	2, 3, 4
Validfill	10
YumChop Foods	2, 4

Design and Installation

Tendered Lots

**Lot 1: Customer Experience Design,
Lot 2: Kitchen and Counter Design, Manufacture and Installation**

Supplier	Lots Included
442 Design Ltd	1
HK Projects	2
Promart Manufacturing Ltd	2
PSV Design Ltd	1
Restaurant Design Associates Ltd (RDA)	1, 2
Scomac Catering Equipment Ltd	2

Vending (due to be updated Sept 30th 2020)

Tendered Lots:

Lot 1: Confectionery Snacks/Ambient, Lot 3: Beverages, Bottles and Cans,
Lot 4: Beverages, Hot Drinks, Lot 5: Fully Managed Service, Lot 6: Self-Fill Machines
Only

Supplier	Lots Included
Broderick Group Ltd	1, 2, 3, 4, 5 & 6
Eden Springs UK Ltd	6
Excel Vending Limited	1, 3, 4, 5 & 6
Ideal Services	5 & 6
Lucozade Ribena Suntory	6
North West Vending Ltd	1, 2, 3, 4 & 6
Options Management	2,
Pelican Rouge Coffee Solutions Ltd (AKA) Autobar Vending Services Ltd)	1, 3, 4, 5 & 6
Selecta UK	1, 3, 5 & 6
Upton Group Ltd	1, 3, 4, 5 & 6
VMI (Blackburn) Ltd	2

Vegan and Vegetarian

Tendered Lots:

Lot 1: Supply and Distribution of Vegan and Vegetarian in Products and Ingredients
on Grocery, Chilled and Frozen Foods

Lot 2: Supply and Distribution of Specialist Vegan and Vegetarian 'Grab and Go'
Products

Lot 3: One Stop Shop for Lots 1 and 2

Supplier	Lots Included
Bewley's	2
Bidfood	1, 2 & 3
Brakes	1, 2 & 3
Lomond	1
Vegetarian Express	1

Hot Beverage

Tendered lots:

- Lot 1: Hot Beverage Ingredients, Equipment and Associated Products
Lot 2: Speciality Coffee Ingredients (80+ point SCA Q Grading), Equipment and Associated Coffee Shop Products

Supplier	Lots Included
Bewley's Ltd	1 & 2
Bridge Valley Group T/A Bridge Coffee Roasters	1 & 2
Cafedirect plc	1 & 2
Cafeology Limited	1 & 2
Coffee Conscience Ltd	1 & 2
Lofbergs Ltd	1 & 2
Matthew Algie	1 & 2
Ringtons	1 & 2
Tchibo Coffee International Ltd	1 & 2
The Nairobi Coffee & Tea Co Ltd	1
York Coffee Emporium Ltd	2

DIPCHEM

- Lot 1A: Disposable Products, Lot 1B: Reusable Alternatives to Disposables, Lot 2: Chemicals
Lot 3: Allergen Labelling, Lot 4: One Stop Shop (DIPCHEM)

Supplier	Lots Included
Alliance Disposables Ltd	1A, 1B, 2, 3, 4
Arrow County Supplies	1A, 2
BFS Group Ltd T/A Bidfood	1A, 1B, 2, 3, 4
Bunzl Catering Supplies	1A, 1B, 2
Diversey Ltd	2
GMC Corsehill Ltd	1A, 2
H.G. Stephenson Ltd	1A, 1B, 2, 3, 4
Instock Disposables Limited	1A, 1B, 2, 3, 4
KeepCup Ltd	1B
Lothian Supply Company Ltd	1A, 1B, 2
Magenta (UK) Ltd	1A, 1B, 2, 3, 4
Planglow Ltd.	3
Tri-Star Packaging Supplies Ltd	1A
Unico Ltd	1A, 1B, 2

Alcohol

Lot 1: Draught Beers & Ciders, Lot 2: PPS Beers & Cider, Lot 3: Spirits & Fortified Wine
Lot 4: Core Wines & All Wines, Lot 5: One Stop Shop (Lots 1-4), Lot 6: Independent
Brewers

Supplier	Lots Included
Bidfood	2, 3, 4
Carlsberg	1, 2, 3, 4, 5
House of Townend	3, 4
JW Filshil	2, 3
LWC	1, 2, 3, 4, 5, 6
Matthew Clark	1, 2, 3, 4, 5
Molson Coors	1, 2, 3, 4, 5
SIBA	6
Tanner	3, 4