

TUCO South West Region Catering Group Meeting
Wednesday 21st October 2020 at 2:00 pm
Via Teams

Attendees: Nick Leach
Kim Ashley
Sarah Doleman
Matthew Green
Ryan Hanson
Judith Hoyle
Kai Hunt
Sue Lightfoot
Sarah McLoughlin
Craig Nicholls
Lisa Pritchard
Helen Warren

Portsmouth
TUCO
Bristol
South Devon College
RAU
TUCO Secretary
South Devon College
TUCO Sustainability
TUCO Academy
FX Plus
Bath
Bath

Apologies: David Morton
Jason Waterfield
Caroline Wynn

Winchester
Southampton
Bristol

1. Apologies for Absence and Welcome

Apologies as listed above.

2. Minutes of the Last Meeting

These were taken as agreed.

3. Presentation by LWC

LWC Guests : Adam, David, Duncan and Sheryl

Adam introduced the presentation by explaining that following their return to the business after lockdown, LWC have seen an increasing demand for cocktails which look good but are simple to make. One of the reasons for this is the introduction of table service everywhere. Duncan spoke about their products which we would be looking at today ie Old J Rum, Agnes Arber Gin and Marlish flavoured Spring Water. David then demonstrated four cocktails as follows:

- Agnes Arber Gin with sparkling lemon water
- Old J Rum with raspberry water
- Pineapple Arber Gin with orange water
- Cherry Old J Rum with Old Jamaica pineapple soda

4. Board Update (Nick)

There was nothing new to report from last time apart from Nick having a virtual catch-up with new Chairman Phil Rees-Jones where they had mainly discussed their institutions' Covid arrangements. Members appeared to be benefitting from the virtual regional meetings.

5. Procurement Update (Kim)

Temporary Structures DPS - This agreement covers small to large event marquees and temporary structures (e.g. pre-fabricated kitchens).

<https://www.tuco.ac.uk/procurement/frameworks/temporary-structures-dps>

If any of the south West members have a requirement for a temporary structure but would like to work with their local supplier, please could you pass the details of your local suppliers to Nicola.Mellor@tuco.ac.uk. As this is a DPS agreement, new suppliers can be added at any point and you have the reassurance of them going through a OJEU process. Members questioned whether there was any need for this at the moment as there are no big events taking place but some people have set up temporary outlets.

EPOS Agreement - Mandy Johnston (mandy.johnston@tuco.ac.uk) is currently in the research stages for a new EPOS agreement. Mandy would be very keen to understand the region's views on EPOS and the requirements for the new framework. Your feedback will shape the contract strategy and the lots which are formed. Mandy would like to know if there is interest in both EPOS and APP order/payment systems such as OrderPay. Order pay allows you to:

- Order Ahead
- Click & Collect
- Delivery
- Incorporates Loyalty & Discovery

Feedback/thoughts would be most welcome. If you would like to take a step further and be part of the tender working party, please also contact Mandy to let her know. Nick would like to see how this is being pitched and also when the agreement starts.

Sandwiches

- Now that the majority of suppliers have returned either in full or part-time, the procurement team are in the process of arranging annual review meetings. The Sandwich review meetings are due to be held in late November 2020. The member feedback survey is out for completion now and will close on 9th November. Please do provide your feedback; <https://www.surveymonkey.co.uk/r/SLWY2TR>
- You may recall that in June we received an update from Tiffin and Street Eats that they were considering a merger. Despite many chasers, we have not been provided an update in writing of the 'new' merged company.
- This has serious legal implications if you are carrying out a mini-competition as we have not received confirmation if they are providing separate or joint submissions.

We are currently seeking legal advice, which I hope will bring the matter to a conclusion within the next 2-3 weeks. I will provide an update at the next regional meeting.

- A food to go retailer Crussh is currently approaching member universities to supply ready to eat pot meals. One member has asked me to make contact with the suppliers to see if they can be part of a TUCO agreement, to cover due diligence defence. I will provide an update at the next meeting.

Chilled pre-prepared meals - Though the isolation boxes are working well for many, please could the region let me know if you also have a requirement for chilled, pre-prepared meals for those in isolation. Please email kim.ashley@tuco.ac.uk

Lisa asked if Kim refers to the Minutes of the meeting regarding feedback on suppliers but Kim would not wait until the next contract review meeting to tackle any issues with suppliers, she would bring this up with them immediately following a regional meeting.

Nick mentioned that he has received boxes from The Real Wrap Co – these are cheaper than Bidfood and he is able to order 1,000 at a time. Sarah added that Real Wrap are doing a bespoke catalogue where students can go in and place their own orders. They have done excellent work with their boxes and other offerings for students as well.

6. Academy Update

Webinars:

Date	Webinar Title	Cost
5 th Nov	Food To Go Market Findings with Food for Now/Samworth Brothers	FOC
3 rd Dec	Beer 101 (first 30 to sign up get free samples)	FOC

Courses:

Date	Course Title	Cost
10 th /11 th Nov	Mental Health First Aiders Qualification	£200
26 th Nov	Level IV Food Safety Refresher	FOC
17 th Dec	Level III Food Safety Refresher	FOC
25 th Jan to 2 nd Feb	Five Day Level IV Food Safety Qualification	£99
7 th Jan	Change Management	£25
14 th Jan	Level IV Food Safety Refresher	FOC
20 th Jan	Mental Health First Aid	£25
11 th Feb	Level III Food Safety Refresher	FOC
16 th Feb	Social Media Management	£25
TBC Feb/March	Leadership	£25

Anything above not identified as a qualification – attendees will receive a certificate of attendance. All Level II Food Safety and Level II Allergen qualifications are free of charge - TUCO will pay for registration and certification – and can be delivered virtually. Sarah will need a volunteer to invigilate and have 20 minutes of training with her prior to the exam.

Level III Food Safety and Level III Allergens are £55 and £25 respectively and again will require an invigilator from the institution for the exams. There are no set dates but can be arranged with Sarah directly at Sarah.McLoughlin@tuco.ac.uk.

She reminded everyone about the virtual conference on 18th November which is free of charge to all members, including the evening social event.

7. Sustainability News

Sue told members about the Sustainability Group which anybody is more than welcome to join if you are not already a part of the group. Matthew would be interested in joining the group so Sue would arrange this. The proposed new Sustainability Policy has been circulated to the group for approval. She has also sent out a Sustainability Questionnaire and was interested to hear whether this topic is still high on everybody's agenda and how important it is to them. Regarding NetPositive Futures, the dashboard is being reviewed. Sue will be getting involved in supplier review meetings alongside the Category Managers and is currently working on Greenhouse Gas Scope 3 emissions. Some of the gas calculator has been updated. Nick mentioned that last year Portsmouth had entered into a partnership with Friends of the Earth and Sue has also been talking to them. Friends of the Earth undertook a full case study on Portsmouth. She was asked about Kale Yeah and promised to update the members. Matt asked about her opinion on the use of disposable cups etc following Covid – she will post something about this on the TUCO Forum.

Action: Sue

8. Round The Table – Member Updates

South Devon

Matthew now has regional cover for the EAUC environmental association. All universities have seen a huge decrease in income and are operating at around 20 – 25% of normal income. At South Devon they are at around 40 – 45%. At Portsmouth they are only taking around £200 per day in each retail unit.

Portsmouth

From Monday to Saturday food boxes are delivered to the students. There will be no conferences or events taking place until around the end of 2021.

9. Any Other Business

As there was no further business, the meeting was duly closed.

10. Proposed Dates for Next Meetings

- Tuesday 24th November including a virtual wine tasting with LWC