

## TUCO Scottish Regional Meeting

### Thursday 13<sup>th</sup> May 2021 via MS Teams

### MINUTES

<b>Attendees:</b>	Ian Macaulay [Chair]	Edinburgh
	Andy Anderson	APUC
	Watson Bell	St Andrews
	Mike Belton	Calmac Ferries
	Emma Chalmers	APUC
	Thomas Day	Heriot Watt
	Mark Donovan	Aberdeen
	Diarmuid Griffin	City of Glasgow College
	Judith Hoyle [Sec]	TUCO
	Calum Maclachlan	Aberdeen
	Joe McGroarty	Strathclyde
	Steven McKay	St Andrews
	Stuart McMaster	Calmac Ferries
	Nicola Mellor	TUCO Contracting
Lorna Padden	Edinburgh Napier	
Phil Rees-Jones	Cardiff (TUCO Chair)	
<b>Apologies:</b>	Jenny Donaldson	St Andrews
	Fiona Hughes	Strathclyde
	Louise Levens	APUC
	Mark Nixon	St Andrews
	Alan Riddell	St Andrews

#### 1. Apologies for Absence

Apologies as listed above. Ian extended a warm welcome to TUCO Chair Phil Rees-Jones.

#### 2. Presentation by John MacDonald of Excel Vending

A copy of this presentation is attached to the Minutes.

Steven asked John MacDonald about downstream and another lorry being on the road to come and pick up the waste. He asked about the capacity of recycling in Scotland and that the waste had to be transported out of the country. He suggested partnering up with suppliers such as Bidfood and Brakes to backhaul it. Andy asked about supply capacity on this – what is the lead time on these products and equipment? John replied that this will be around 6-12 weeks, some red tape is waived as it is a government initiative. Andy also expressed his concern about the number of lorries coming onto campus.

Mike asked what is the weight inside the machine and how is it lifted out? John responded that there is no weight inside them, they are all compacted. He was also asked how do they provide the end to end solution.

Heriot Watt has had reverse vending machines from TOMRA on campus and were a trial site for zero waste for Scotland. It was 10 pence per item but this has now been raised to 20 pence. When they introduced it at first there was a lot of uptake.

### 3. Member Updates

This section of the meeting was not minuted to allow members to speak freely. However, it was noted that Scotland has the traffic light system of Red, Amber and Green which for red countries at the time was relatively small, but institutions will have to manage quarantine for those students arriving from amber countries with a different scale depending on size of institution/international student make up.

### 4. TUCO Framework Updates (Nicola)

Nicola reported that there are quite a number of mini-competitions and call-offs under the DPS agreements. Nicola requested that members let her know of any preferred supplier so that they can be included on the DPS. Frameworks currently out to tender include Catering Innovation and Concept Solutions (CICS), Temporary Staffing, Waste and Meat and Poultry. We are also currently running a tender for a Delivery App under competitive dialogue. Contract review meetings will be held in May for Grocery, Frozen and Chilled along with Vegan and Vegetarian. Nicola also advised that Dr Schar gluten-free products are available for members to sample. We have a new section of the website where members can check out new products on the market and also request samples to test. Mike enquired about the new Delivery App framework. Calmac will be moving away from PHS and looking to use the TUCO framework in the future. Some smaller accounts may have gone into administration but we have not been notified, most credit ratings are on red. Nicola had been speaking to one of our crisp manufacturers as because of social distancing they cannot produce their full range. Both Brakes and Bidfood have been undertaking range reductions.

### 5. APUC Report

Andy gave members a procurement update. The full report is included with these Minutes.

### 6. TUCO Academy Update

The first quarter of this financial year has been busy for the Academy. 4 webinars took place and are averaging between 70-80 views. We had 15 courses with 149 attendees, with an average of 10 but we have had classes of up to 20. We hosted 2 online events – Plastics Day in May with 40-120 views on each of the 8 sessions and Innovation Day in June with 30-60 views so far on 18 sessions.

#### Regional courses we offer

- Level 4 refresher course
- Level 2&3 Allergens
- Level 2 & 3 Food Safety
- Level 2 HACCP

- Level 2 Customer Services Change Management
- Level 2 Healthy Foods and Special Diets (Nutrition) Leadership

The ones beginning with a level can be delivered as qualifications.

After July we can also offer:

- Level 1 award in Awareness of First Aid for Mental Health (RQF)
- Level 2 award in First Aid for Mental Health (RQF)
- Level 2 award in First Aid for Youth Mental Health (RQF)
- Level 3 award in Supervising First Aid for Mental Health (RQF)

We are looking to have 4 webinars over the next quarter or so, one on Calorie Labelling and 3 from The Food People on Food Trends.

We are also looking to expand the curriculum offer with further courses potentially including menu engineering, mastering your motivation, presentation skills and mentoring. Phil also suggested running a course along the lines of getting furloughed staff back into work after the pandemic. Ian made a note in the Teams chat of the excellent work being carried out by the Academy which has been critical over the past 16 months of the pandemic.

The main event of the year though is the Summer Conference – taking place online this year on Wednesday 28<sup>th</sup> July. This year's theme is Build Back Better, focusing on post-pandemic recovery. The Agenda includes sessions on The Gut Stuff, Menus for Change and The Technological Road to Recovery. Our keynote speaker will be Andy Cope from The Art of Brilliance to talk about Mental Wellbeing. There will be a social event with the TUCyO Olympics in the evening.

## 7. Board Update

Phil reported that the regional meetings have been invaluable for members. To date, we are undecided whether the Winter Conference will be in person, virtual or a mixture of the two. TUCO Online is gaining traction and we have taken a decision to fund the implementation and training which can be around £10-11K. Financially, we have just finalized the Year End Accounts and losses were less than forecasted. Calum asked if members are forecasting what September will be looking like. He has budgeted for 50%. Edinburgh are 20% down for the first 5 months then back up to normality. Phil also brought up the subject of the Kinetics software used by a large number of universities where costs have increased dramatically. TUCO are in the process of working on a tender for this in conjunction with UCISA and APUC. Edinburgh have appointed Spoonfed on a new contract with a 3 years +1+1 basis.

## 8. Any Other Business

Mike advised that regarding Saffron, they have a project team mobilized on this as they have a problem with connectivity and they sometimes have to use this without internet then upload the data. Suppliers will have to manually upload their invoices onto the portal. He found that Saffron were not HMRC compliant with their invoicing.

## 9. Date for Next Meeting

The next meeting will be held sometime around the end of August with an extended time of 2 hours and a presentation by NCCO Food Solutions. Exact date to be confirmed.

# Deposit Return Scheme



John MacDonald  
Director

Excel Vending

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# Deposit Return Scheme



**BUY DRINK  
PAY DEPOSIT**

Cans, PET  
plastic or glass



**TAKE BACK TO  
ANY OUTLET  
THAT SELLS DRINKS**

Take back can be by  
machine or at the counter



**DEPOSIT  
RETURNED TO  
SHOPPER**



**BOTTLES &  
CANS RECYCLED  
& RE-USED**



Retailers charge deposit and take back containers from shoppers - reimbursed by DRS Scheme Administrator - **20p goes full circle**



# Return Points

Scotland's Deposit Return Scheme is due to go live on 1 July 2022.  
The rest of the UK are set to follow in 2023

## Handling Fee

- All businesses acting as a return point will receive a handling fee to cover the costs of participating in the scheme. If you sell drinks to take away.
- Waste management costs are reduced as the majority of containers will not be placed in bins as they will be collected via the DRS.

## Collections

- The scheme administrator(s) will be responsible for collecting empty containers for recycling from all return points and on-site consumption businesses. This will be done free of charge: a saving for those businesses currently paying for the removal of containers by waste management companies.



# Why use Reverse Vending as a solution

The nominated authority within each council decides on how they wish to proceed.

► **Benefits of having an RVM (Automated) against Manual Handling.**

- Under the latest government scheme, companies investing in qualifying new plant and machinery assets will benefit from a 130 per cent first-year capital allowance. This upfront super-deduction will allow companies to cut their tax bill
- No rates on the floor space
- Minimum handling fee of 2.5p for RVM
- Maximum Handling fee of 1.2p for Manual Handling
- Based on 2.5p per drinks container collected it would require approximately 2500 containers per week to cover the lease on an RVM

	Automated Return Point	Manual Handling
Staff time dealing with returns	Minimal - customer self serve	Each container manually hand scanned
Storage of materials for collection	Compacted to decrease footprint	Uncompacted bottles to be stored - higher floorspace/storage area required (uncompacted containers which are mostly air)
Pandemic Consideration	minimal contact with staff and therefore lower risk to staff and	Risk to staff, risk to customers of transmission
Data handling	Automatic returns to DRS administrator	Arrangements to be confirmed
Handling Charge back to retailer	2.5p per container	1.2p per container

# Reverse Vending in Education

- Direct benefits for reducing litter in schools and surrounding areas
- Pupil and Staff engagement is high
  - Eco Schools Green Flag initiative
  - Increasing focus on recycling
- Pupils see this level of automation as natural
- Lack of catering staff time to process manual return point
  - Catering periods are limited as is and little scope to carry out manual return during break
  - Income from manual return is lower than automated return point
  - Ability to locate RVM to drive footfall/manage flow of people in the setting
- Floor space used is minimal (similar to traditional vending solution)

## St Andrew's and St Bride's pupils lead recycling revolution



**Glasgow** Evening **Times**

**A SECONDARY school in East Kilbride is the first in the country to install a 'reverse' vending machine.**

In less than a fortnight the pupils of St Andrew's and St Bride's High School have recycled almost 3000 cans and plastic bottles as part of the pilot project instigated by South Lanarkshire Council

## APUC UPDATE @ TUCO REGIONAL MEETING 13<sup>TH</sup> MAY 2021

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### APUC AGREEMENT STATUS:

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Commodity Ref	Agreement Title	Contract Start Date	Current Expiry Date	Next Price Review
CAT1060 AP	Fresh Dairy Products*	26/10/2017	25/10/2021	Retender summer 2021
CAT1061 AP	Fresh Fruit & Vegetables*#	21/12/2018	20/12/2020	May 2021
CAT1062 AP	Fresh Fish & Seafood*#	14/04/2018	13/04/2021	Currently being re-tendered
CAT1063 AP	Fresh Butcher Meat*	05/03/2019	04/03/2021	March 2022
CAT1064 AP	Fresh Bakery Products*	07/09/2019	06/09/2022	Aug 2021
JAN1007 AP	Cleaning Chemicals and Disposable Paper Products*#	14/04/2018	13/04/2021	Retender end of 2021
CAT1065 AP	Water Coolers (Scotland Excel)~	15/01/2018	07/01/2022	n/a
CAT1070 AP	Catering Sundries (Scotland Excel)~	01/08/2020	31/07/2024	n/a

Direct call-off from all Framework Agreements is available through either a ranked supplier basis\*, via Desktop Evaluation# or other pre-set criteria~. Call-off by mini-competition can also be utilised for all these agreements. Full details of how the ranking process and desktop Evaluation works can be found in each agreement's Buyers Guide. If you are currently experience problems with your contractor and want to move on to the next ranked supplier but are unsure if you can do that, please get in touch.

### FRAMEWORK UPDATE:

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#### **CAT1060 AP Fresh Dairy Products**

The above Framework Agreement has been extended for a final 12 months and now expires in October 2021.

It can be accessed by all Scottish universities and colleges as well as APUC Ltd' associate members.

Graham's Dairy can now supply glass pints for both Whole Milk and Semi-Skimmed milk through the Framework Agreement. Each pint will cost £0.60 per unit, upon return of Glass Bottles to Graham's. If bottles are not returned, there will be an extra cost of £0.25 per bottle. There is a minimum order of 20 pints (case can be a mix of both Whole Milk and Semi-Skimmed Milk).

The process for re-tendering this agreement will begin in Summer 2021. If you would like to take part or provide any feedback, please contact [Louise Levens](mailto:Louise.Levens@apuc.co.uk) (07971473608).

The Framework Agreement is split in to 7 geographical lots and the appointed suppliers are as follows:

<b>Lot</b>	<b>Supplier(s)</b>
North Highland & Western Isles	Grahams the Family Dairy
Aberdeen and Grampians	Grahams the Family Dairy
Perth, Angus & Dundee and East Fife	Grahams the Family Dairy
Stirling, Falkirk & West Fife	Grahams the Family Dairy
Edinburgh, Lothian & Borders	Grahams the Family Dairy
Greater Glasgow	Grahams the Family Dairy
Argyll, Renfrewshire & Ayrshire	Grahams the Family Dairy

Spend to date by Supplier:

<b>Supplier Name</b>	<b>Spend to Date</b>	<b>No of Institutions Using</b>	<b>Spend Jan 21 to April 21</b>
Grahams the Family Dairy	£1,411,283.94	27	£20,159.24
<b>Total</b>	<b>£1,411,283.94</b>	<b>27</b>	<b>£20,159.24</b>

Call-off from this Framework Agreement is available through direct award to the sole supplier. The Framework Agreement is formed around a Core product List with fixed pricing and procurement of non-core product items are supported against a discount structure.

This Framework Agreement supports farmgate pricing, a position not taken by some other agreements.

The Buyers guide and supporting documentation have all been uploaded to the [APUC Buyers Portal](#). This includes information on how to place orders and call of the Framework Agreement. For further information please contact [Louise Levens](#) (0131 442 8940/60).

### **CAT1061 AP Fresh Fruit & Vegetables**

The above Framework Agreement commenced on 20<sup>th</sup> December 2018 originally for a two-year period. This was extended and it will now expire of 19<sup>th</sup> December 2021. There is an option to extend for a further 12 months.

It can be accessed by all Scottish universities and colleges as well as APUC Ltd' associate members.

The Framework Agreement is split in to 5 geographical lots, with a separate lot for Glasgow City Council who requested to join the Framework Agreement. The appointed suppliers are as follows:

<b>Lot</b>	<b>Supplier(s)</b>
North Highland and Western isles	1. Swanson's Fruit Co Ltd
Aberdeen and Grampians	1. Total Produce Plc 2. TPS Fruit and Vegetables

Perth, Angus, Dundee & Fife	1. McLays 2. Total Produce Plc 3. George Anderson & Son
South East of Scotland (Stirling, Edinburgh, Lothian & Borders)	1. Total Produce Plc 2. George Anderson & Son 3. G. Carruthers & Sons
South West of Scotland (Greater Glasgow, Argyll, Renfrewshire & Ayrshire)	1. McLays 2. Total Produce Plc 3. George Anderson & Son
Glasgow City Council	1. McLays 2. Total Produce Plc 3. G. Carruthers & Sons

Spend to date by Supplier:

Supplier Name	Spend to Date	No of Institutions Using	Spend August 2020 - Feb 2021
Swanson's Fruit Co Ltd	£82,727.76	3	£4,239.85
Total Produce Plc	£292,602.41	9	£13,860.60
TPS Fruit & Vegetables	£29,243.64	1	£4,525.12
McLay's Foods	£886,876.34	9	£161,425.66
George Anderson & Son	£740,457.54	12	£25,602.92
G. Carruthers & Sons	£0.00	0	£0.00
<b>Total</b>	<b>£2,031,907.69</b>		<b>£209,654.15</b>

All of the above are SMEs

Call-off from this Framework Agreement is available for direct award via a ranked supplier process, Desktop Evaluation or by mini-competitions. The Framework Agreement is formed around a Core product List with fixed pricing and procurement of non-core product items are supported against a discount structure.

Price variations windows occur quarterly. No price variation opportunities in February 2021 were sought, therefore, current prices are now held until **31<sup>st</sup> May 2021**. Price revisions have been received by one supplier and are currently being reviewed.

Please contact [Louise Levens](#) if you have any feedback regarding this agreement.

The Buyers guide and supporting documentation have all been uploaded to [the APUC Buyers Portal](#). This includes information on how to place orders and call of the Framework Agreement. For further information please contact [Louise Levens](#) (0131 442 8960/40)

### **CAT1062 AP Fresh Fish & Seafood**

The above Framework Agreement commenced on 14<sup>th</sup> April 2018. It is currently due to expire in August 2021.

This agreement is being re-tendered early and the tender is currently published on Public Contracts Scotland.

If you would like to take part in the evaluation process, please contact [Louise Levens](#) (07971473608).

The Framework Agreement is split in to 5 geographical lots and the appointed suppliers are as follows:

Lot	Supplier(s)
1 – North Highlands & Western Isles	1. Campbells Prime Meat
2 – Aberdeen & Grampians	1. Campbells Prime Meat 2. Campbell Brothers
3 – Perth, Angus, Dundee & Fife	1. Campbells Prime Meat 2. Campbell Brothers
4 – South East of Scotland (Stirling, Edinburgh, Lothian & Borders)	1. Campbells Prime Meat 2. Campbell Brothers 3. The Fish People Scotland Ltd
5 – South West of Scotland (Greater Glasgow, Argyll, Renfrewshire & Ayrshire)	1. Campbells Prime Meat 2. Campbell Brothers 3. The Fish People Scotland Ltd

All of the above are SMEs

Spend to date by Supplier:

Supplier Name	Spend to Date	No of Institutions Using	Spend August 2020 – Feb 2021
Campbells Prime Meat	£340,943.99	18	£34,781.13
Campbell Brothers	£352,686.71	15	£33,550.55
The Fish People Scotland Ltd	£153,407.36	5	£10,601.24
<b>Total</b>	<b>£847,038.06</b>		<b>£127,997.69</b>

Call-off from this Framework Agreement is available for direct award via a ranked supplier process, desktop evaluation or by mini-competitions. The Framework Agreement is formed around a Core product List with fixed pricing and procurement of non-core product items are supported against a discount structure.

Pricing was fixed for the first 6 months of the agreement. These prices are now held until the framework expires on **1<sup>st</sup> August 2021**.

The Buyers guide and supporting documentation have all been uploaded to the [APUC Buyers Portal](#). This includes information on how to place orders and call of the Framework Agreement. For further information please contact [Louise Levens](#) (0131 442 8960/40)

### **CAT1063 AP Fresh Butcher Meat**

This Framework Agreement commenced on 5<sup>th</sup> March 2019, initially for a two year period. This was extended and will now expire on 4<sup>th</sup> March 2022. There is an option to extend for up to a further 12 months.

It can be accessed by all Scottish universities and colleges as well as APUC Ltd' associate members.

The Framework Agreement is split in to 5 geographical lots and the appointed suppliers are as follows:

Lot	Supplier(s)
North Highland & Western Isles	1. Campbells Prime Meat
Aberdeen and Grampians	1. Campbells Prime Meat 2. Campbell Brothers 3. Gordon McWilliam (Aberdeen) Ltd
Perth, Angus, Dundee & Fife	1. McLays 2. Campbells Prime Meat 3. Campbell Brothers
South East of Scotland, comprising of Stirling, Edinburgh, Lothian and Borders	1. Campbells Prime Meat 2. Campbell Brothers 3. Shaw's Fine Meats
South West of Scotland, comprising of Greater Glasgow, Argyll, Renfrewshire & Ayrshire	1. McLays 2. Campbells Prime Meat 3. Campbell Brothers

Spend to date by Supplier (CAT1063AP):

Supplier Name	Spend to date	No of Institutions Using	Spend August 2020 - Feb 2021
Campbells Prime Meat	£573,564.58	22	£54,104.99
Campbell Brothers	£446,926.70	8	£41,733.10
Gordon McWilliam (Aberdeen) Ltd	£228,752.60	1	£17,814.54
Shaw's Fine Meats	£89,889.24	1	£0.00
McLay's Ltd	£518,424.69	7	£184,031.49
<b>Total</b>	<b>£1,857,557.81</b>		<b>£297,684.12</b>

All of the above are SMEs

Call-off from the new CAT1063AP Framework Agreement is available for direct award via a ranked supplier process, desktop evaluation or by mini-competitions. The Framework Agreement is formed around a Core product List with fixed pricing and procurement of non-core product items are supported against a discount structure.

A price increase was recently accepted for Campbell Prime Meats. Pricing went live on Monday 3<sup>rd</sup> May 2021 and all ranking remains the same. The next opportunity for price variation is **March 2022**.

The Buyers guide and supporting documentation have all been uploaded to the [APUC Buyers Portal](#). This includes information on how to place orders and call of the Framework Agreement. For further information please contact [Louise Levens](#) (0131 442 8960/40



## **CAT1064 AP Fresh Bakery Products**

The above Framework Agreement commenced on 7<sup>th</sup> September 2019 and will run for two years with the option to be extended for up to a further 24 months.

It can be accessed by all Scottish universities and colleges as well as APUC Ltd' associate members.

The Framework Agreement is split in to 5 geographical lots and the appointed suppliers are as follows:

<b>Lot</b>	<b>Supplier(s)</b>
Highlands & Islands	1. Scotbake Ltd
Aberdeen & Grampian	1. Wallace Bakery
Perth, Angus, Fife & Dundee	1. Fisher & Donaldson 2. Wallace Bakery 3. Tower Bakery
South East of Scotland (Stirling, Edinburgh, Lothian & Borders)	1. Fisher & Donaldson 2. Fords the Bakers 3. Tower Bakery
South West of Scotland (Greater Glasgow, Argyll, Renfrewshire & Ayrshire)	1. D McGhee & Sons Ltd 2. Buon Giorno Tutti 3. Big Bite Catering

Spend to date by Supplier (CAT1064AP):

<b>Supplier Name</b>	<b>Spend to Date</b>	<b>No of Institutions Using</b>	<b>Spend August 2020 - Feb 2021</b>
D McGhee & Sons Ltd	£182,769.70	13	£18,748.34
Fisher & Donaldson	£35,808.64	3	£6,254.66
Buon Giorno Tutti ltd	£23,396.21	2	£552.80
Scotbake Ltd	£28,143.84	3	£10,953.76
Tower Bakery	£0.00	0	£0.00
Big Bite Catering	£0.00	0	£0.00
<b>Total</b>	<b>£270.118.39</b>		<b>£36,509.56</b>

All of the above are SMEs

Call-off from the new CAT1064-AP is available for direct award via a ranked supplier process or by mini-competitions. The Framework Agreement is formed around a Core product List with fixed pricing and procurement of non-core product items are supported against a discount structure.

The pricing for core product items will be held for a minimum of 12 months. The next opportunity for price variation is **August 2021**.

The Buyers guide and supporting documentation have all been uploaded to the [APUC Buyers Portal](#). This includes information on how to place orders and call of the Framework Agreement.

For further information, please contact: [Louise Levens](#) (0131 442 8960/40).

## **JAN1007 AP Cleaning Material and Disposable Paper Products**

The Framework Agreement went live on 3rd April 2018. It has been extended for a final 12 month period and will now expire on 2<sup>nd</sup> April 2022.

The appointed contractors are:

Rank 1 - Bunzl Cleaning & Hygiene Supplies Ltd

Rank 2 - Arrow County Supplies

Rank 3 - Alliance Disposables Ltd

Spend to date by Supplier:

<b>Supplier Name</b>	<b>Spend to Date</b>	<b>No of Institutions Using</b>	<b>Spend August 2020 - Feb 2021</b>
Bunzl Cleaning & Hygiene Supplies Ltd	£7,210,783.55	39	£1,210,628.21
Arrow County Supplies	£950,627.32	8	£523,494.81
Alliance Disposables Ltd	£335,788.74	17	£63,201.78
<b>Total</b>	<b>£8,497,199.61</b>		<b>£1,797,324.80</b>

Call-off from this Framework Agreement is available for direct award via a ranked supplier process, desktop evaluation or by mini-competitions. The Framework Agreement is formed around a Core product List with fixed pricing and procurement of non-core product items are supported against a discount structure.

The Buyers guide and supporting documentation have all been uploaded to the [APUC Buyers Portal](#) and e-catalogues have been developed and are available for e-procurement systems with punchout available for Bunzl Cleaning & Hygiene Supplies Ltd.

Bunzl Cleaning & Hygiene submitted a price variation request in March 2021. Initially, the request was for 42-line items, however, following clarification and discussion, this has been reduced to 28 line items, with 14 price revisions rejected.

The overall percentage increase effect on the core product list is 0.1%, with the average percentage increase of affected items sitting around 6.5%, reduced from an initial 9% increase. Pricing was finalised and went live on 2<sup>nd</sup> April.

Please note, that discussions surrounding a price variation request received from Alliance Disposables are on-going. As soon as an outcome is reached, APUC will advise all customers and publish an update.

Pricing for all other suppliers will now be held until the Framework expires in **April 2022**.

Please contact [Louise Levens](#) if you have any feedback regarding this agreement.

For further information please contact [Louise Levens](#)(0131 442 8960/40)

### **Sustainability and Supply Chain Management**

Activities relating to our Responsible Procurement Action plan covering a range of criteria continue, as previously advised. Please see details below for detail of activities and developments:

- Responsible Sourcing and Ethical Trading - Applicable criteria are set within the ITT and responses captured and measured prior to appointment and during contractor performance.
- Modern Slavery & Fair Working Practices, including the living wage – suppliers approaches and activities in these areas are being monitored and measured as part of the Supply Chain Management Section 1 questionnaire and Supplier and Contract Management process.
- Fair Working Practices, including Living Wage – APUC have confirmation of all catering contractor’s current stance on their approach to the Living Wage. We continue to track this and suppliers are now asked to confirm their position prior to appointment of a Framework Agreement.
- Modern Slavery – Applicable criteria are set within the ITT, where relevant, and responses captured and measured prior to appointment and during contractor performance.
- Carbon Reduction & Climate Change – APUC are currently working through the Responsible Procurement Action plan to categorise the importance of Climate Change Emergency. Delivering both Fruit and Veg and Butcher Meat in departmentalised vans (vans have been audited by local council) is available through McLays.
- CEPWG PIACC – APUC are currently working on a Primary Impact Area for Climate Change document concerning food. Once this document is finalised, it will be shared with the sector.
- The ability to use contractors as distributors under catering Framework Agreements not only enables smaller and local producers to enter the supply chain but reduces the number of deliveries and associated carbon footprint.
- Other Waste and Pollution reduction – Institutions are starting to purchase ‘wonky’ fruit and vegetables under CAT1061-AP. Not only does this action reduce food waste but can also contribute to potential budget savings. APUC are currently working to encourage this to more suppliers throughout the geographical lots. Suppliers can also offer ‘Soup’ Veg - (vegetables that are not aesthetically pleasing or don’t have a long shelf life) to Institutions who may be interested.

### **Sustain Programme**

APUC’s Sustain programme is the process through which we engage with appointed contractors to assess their approach to delivering a transparent, environmentally positive, ethical and socially responsible supply chain.

APUC have been working with other Consortia to revise the question set and scoring system, adapting it to develop better practices and encourage contractor involvement.

All suppliers have been requested to complete Section 1, now incorporated in to our SCM Supply Chain Management tool.

Section 2 of the updated tool is now live and was re-launched late last year. APUC initially tested the system with a pilot of four suppliers. This has been completed and Phase 1 of the rollout out to Estates suppliers has recently commenced with Bunzl CHS.

## **Single Use Plastic**

APUC have been working with the Scottish Government and Zero Waste Scotland on implementing Article 5 of the Single Use Plastic Directive as part of the public consultation process. This closed on 4<sup>th</sup> January 2021 and we will feedback to the sector on the outcome of this once it is released.

We continue to push suppliers to reduce single use plastic from their supply chain as a matter of course, through using items such as compostable or re-usable packaging and pallets, some suppliers (Total Produce) on CAT1061 AP Fresh Fruit and Vegetables agreement have removed single use plastic from their supply chain within 18 months. Some are currently investigating alternatives to punnets for Grapes and Strawberries and investing in compostable netting for citrus fruits. This has also been asked of Contractors who bid for the new Fresh Fish and Seafood tender.

Targets and actions have been set and agreed with key suppliers and performance on these and other strategic objectives are being monitored and measured as part of our Supplier and Contract Management programme. We remain keen to hear from members what their key points of consideration and requirements are so these can be included and discussed with the relevant supply chain.

As previously advised, the Procurement Reform Act (Scotland) 2014 (PRA) requires every public sector contracting authority to consider how procurement can improve local social, economic and environmental wellbeing; facilitate involvement of SMEs; and promote innovation (where factors are relevant to what is being procured and it is proportionate to take account of them). APUC Ltd include all of these in their catering related Framework Agreements and the potential sustainable benefits are listed in the Buyers Guide. This includes the added value services and Community Benefits available and the delivery of these are also being tracked as part of our Contract and Supplier Management process.

As previously advised, examples from recently awarded Framework Agreements include:

- Products Sourced: Ethically & sustainably sourced / eco-friendly product alternatives available within the Core List
- Support towards external accreditation schemes including Food for Life
- Work placements and modern apprenticeships schemes, Community support programmes, promote healthy eating through sponsoring events
- availability of organic, Fairtrade or 'wonky' Fruit and Vegetables (see above), advice on seasonal produce and assistance with Menu planning
- Waste collection service - Access to Closed Loop Recycling scheme on request
- Ability to introduce local producers into the supply chain, using the appointed contractor as a distributor.

## **Palm Oil**

The work that APUC are doing in exploring the use of Palm Oil and Responsibly Sourced Palm Oil (RSPO) in its Framework Agreements and the promotion of RSPO certified products and Palm Oil alternatives, where deemed suitable and appropriate, continues.

The review of JAN1007 AP Cleaning Materials and Disposable Paper was disrupted due to COVID-19. This project is currently underway with Bunzl. Where non- Responsibly Sourced Palm Oil is found within the core product list, we will be seeking alternative products that contain Responsibly Sourced Palm oil as a minimum.

This will also be embedded in the re-tender of JAN1007 AP at the end of the year.

## **Brexit - Supply Chain Impact**

Prior to the deadline for the UK leaving the European Union APUC and other Purchasing Consortia had assessed the risk level associated with each Framework and supplier and sought feedback on on four consideration points: Labour considerations, Supply Chain considerations, Regulatory considerations, and Commercial considerations.

Following a trade deal being reached at the end of last year, some of these concerns have been mitigated, but some potential issues still exist and APUC have re-issued contacted all relevant suppliers to gauge any developments within each suppliers own supply chain and any actions required. All updates have been recorded on SCM and issued to the sector, where relevant.

We are continuing to work with DEFRA and the Scottish Government to assess when inspections of imported goods to the UK and the likely impacts.

## **Zero Waste Scotland**

Zero Waste Scotland are still offering support to increase awareness of circular economy ideas in procurement and also in the reduction of Food Waste to meet the Scottish Governments [Food Waste reduction](#) target of 33% by 2025. If you are interested in discussing either of these please contact [Claire.Guerin@zerowastescotland.org.uk](mailto:Claire.Guerin@zerowastescotland.org.uk)

## **Responsible Supply Chain guides**

APUC Ltd's Responsible Supply Chain guide for catering products and equipment highlighting areas colleagues may wish to include or consider in any procurement and contract management activities can be found [here](#).

## **GENERAL UPDATE**

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### **Value for Money Reporting**

Following on from feedback within the sector, APUC have produced an update on value for money activity. This update provides details on where Institutions may be able to gain additional savings through a Framework or may be able to access to more added value areas than they had initially considered.

If institutions have any questions on the report or any feedback on any of the above, please get in touch with [Louise Levens](#)(0131 442 8960/40) or [Andy Anderson](#) (07766 070781).

### **Documents on [APUC Buyer Guide Portal](#):**

All information on the APUC Framework Agreements is now available on the APUC Buyer Guide Portal. If you haven't registered yet, please do so by contacting APUC helpdesk: [helpdesk@apuc-scot.ac.uk](mailto:helpdesk@apuc-scot.ac.uk) to obtain the login details.