**Sustainability and Sustainable Procurement at TUCO– An Overview**

**Introduction**

TUCO is the leading professional membership body for ‘in house’ caterers operating in the higher and further education sector. We are committed to advancing the learning and developing of catering and hospitality teams, and work to provide quality standards, advice and information to those working in the sector.

TUCO is committed to driving the health and well-being agenda on behalf of its members, and is at the fore of sustainability best practice.

Our procurement team work to secure the best possible value in all framework agreements, demonstrated by purchasing volumes in excess of £100m per annum.

**Key Sustainable Objectives:**

Our key objectives are to aim towards:

* Creating Sustainable Framework Agreements which are structured and advertised to appeal to the widest possible number of suppliers.
* Adherence to appropriate quality assurance standards for food safety, animal welfare and production.
* Promoting Sustainable Procurement opportunities to clients.
* Encouragement of the implementation of Environmental Management Systems, Environmental Policy or equivalent.
* Promoting best practice by collaboration with other HE/FE purchasing consortia in supply chain management and sustainability.
* Offering academic courses to TUCO members on Sustainability.

**Key Sustainable Incentives for Staff.**

Sustainability competencies are included in recruitment of procurement staff. Sustainability is included as part of all employee induction programme. Performance objectives and appraisal include sustainability factors.

The following staff incentives are offered:

* Staff Travel Loans
* Staff Parking Loans
* Child care Scheme
* Reward & Recognition Scheme
* Cycle To Work Scheme
* Pension
* Flexible working
* Death in Service Insurance Scheme

**TUCO Ltd Accountability**

As a National Catering Purchasing Consortium, TUCO Ltd are accountable for and committed to where possible:

**TUCO Ltd’s Commitment to Sustainable Procurement**

* Compliance with environmental legislation and regulatory requirements.
* Interact with WRAP and DEFRA, to help develop and keep current internal documentation and devise strategies to deal with key issues.
* Business signatory for the Courtauld 2025, to ensure food and drink production and consumption is sustainable from producer to consumer.
* Encourage Environmental Industry Standard Accreditation (STS, FSC, MSC).
* Promote Value for money, including consideration of whole life costs throughout contracts.
* Encourage 1st tier suppliers to identify & address points of sustainability risk in the end to end supply chain.
* Encourage the 4R’s (reduce, reuse, recycle and re-think) throughout the end to end supply chain and within contracts.
* Maintain / improve food safety and quality where necessary.
* Promote increased use of fresh, organic, regional and seasonal produce.
* Promote more sustainable farming methods and animal welfare.
* Work with suppliers to provide a range of products to meet special dietary requirements, good nutrition and healthier options, in line with UK dietary goals.
* Support fairly traded food and drink within legislative requirements.
* Promote responsible drinking and alcohol awareness.
* Endeavour to reduce carbon footprint and lessen emissions which impact on climate change.
* Encourage suppliers to improve the use and avoid the waste of natural resources through cleaner processes and technologies.
* Explore opportunities to reduce energy and water consumption and use alternative renewable options where possible within the supply chain and within contracts
* Promote reduction of waste throughout the supply chain

Increase participation of Small Medium Enterprises (SME’s).

* Develop transparency within the supply chain and supplier organisations with regard to worker’s rights, environmental issues, fair working practices and promoting a living wage.
* **(Showcase)** suppliers who commit to community investment by local sourcing, sourcing from dis-advantaged communities, disabled, ethnic minorities.
* Highlight the availability of external/third party auditors such as the International Labour Organisation and Ethical Trading Initiative to suppliers.
* Ensure that every aspect of the behaviours and principles specified by the Modern Slavery Act 2015 is supported and maintained by TUCO Suppliers.
* Encourage suppliers to create a sustainability plan throughout the contract period via the NetPositive supplier assessment tool.

From local to Global, TUCO recognise that our activities have both positive and negative impacts on the environment. To enhance the positive and mitigate negative, TUCO have embedded sustainability in their Medium*-T*erm Strategy to ensure operations develop sustainably in everyday practice and to continually improve across all four main areas; Share, Learn, Buy and Grow.

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| **share** |

To help members achieve a more flexible sustainable accreditation, TUCO have teamed up with the Sustainable Restaurant Association to create a branded programme (The Food Made Good programme), named the ‘TUCO Sustainability accreditation’.The programme is based around our widely respected [sustainability framework](http://www.thesra.org/framework/), built on the three pillars of Sourcing, Society and Environment.

TUCO Ltd Provide a platform for member, client and supplier engagement such as partner events , regional meetings, and annual conferences for members and clients.

TUCO attend a Joint contracting group meeting which is made up of HE/FE consortia and meet 3 times per year to discuss member and client needs.

TUCO attend a National Purchasing Group meeting which is made up of HE/FE consortia and meet 3 times per year to discuss member and client needs.

TUCO arrange and attend the following meetings, various times per annum: TUCO Board Meetings, Competitions Group, Conference Planning Group, Learning and Development, PEL Advisory, board and comms Group, UKUPC Heads, Chefs' Challenge Competition, which are made up of HE/FE consortia. Discussions focus on member and client needs.

Sustainability is communicated to members via the Footprint newsletter, monthly magazine and via the sustainability group which meets bi-annually. TUCO also offer members a sustainability course to via the TUCO academy.

H2OPublishing create annual Value for Money reports for members on behalf of TUCO. This is distributed as part of membership.

To support and contribute to the sustainability agenda of TUCO members and clients, The TUCO Sustainability Group **‘**Terms of Reference’ has been developed to communicate sharing best practice, developing sustainable principles and embedding them into all aspects of TUCO`s core values. This will be monitored on an annual basis by the sustainability group.

Provide sponsorship to the following organisations.

* Green Gown Food & Drink/EAUC
* Footprint Sustainability in Education
* CUBO Best Catering
* SRA Society
* Cost Sector Catering in Education

TUCO work closely with WRAP, which was set up in 2000 to help recycling take off in the UK and to create a market for recycled materials.

TUCO Ltd are a business signatory to the Courtauld 2025 commitment by WRAP to which is a voluntary agreement that brings together organisations across the food system – from producer to consumer – to make food and drink production and consumption more sustainable.

TUCO Ltd work together with MSC to help members gain the MSC Accreditation. The accreditation programme is monitored on an annual basis with a MSC representative.

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| **lEARN** |

TUCO Ltd provide learning and development to members to help assist and support sustainability. All courses are offered to members in each TUCO region either face to face or via webinars to reduce carbon footprint. All courses are advertised on the website and in the TUCO magazine.

The TUCO annual Chef competitions is offered to members to show case best in service.

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| **BUY** |

TUCO Ltd members and clients are major purchasers of catering goods and services both locally, nationally and internationally, therefore sustainable procurement has a significant role within the organisation. TUCO responsible processes support sustainable procurement.

TUCO’s goal for sustainable procurement is to create efficient and effective practices to manage risk and compliance within contracts, whilst embedding accepted standards of probity and social responsibility throughout the procurement process.

**What is our approach to Sustainable Procurement?**

TUCO have worked closely with NWUPC and NEUPC to achieve level 4 on the flexible framework. The Flexible Framework is am assessment tool which enables organisations to monitor and measure procurement practices; exploring what this means for our procurement processes and engagement with our partners.

A collaboration between NWUPC, NEUPC and TUCO is now providing our suppliers with access to a free, online tool that helps them create a Sustainability Action Plan for their business. The tool is designed to support and develop the supply chain as part of an ongoing commitment to embedding sustainability in procurement process. A key feature of the tool is the inclusion of content specifically addressing the requirements of the new Modern Slavery Act.

It is the policy of TUCO Ltd to adopt a life cycle approach to tendering, and ongoing Contract Management. Total Cost of Acquisition (TCA) also known as Total Cost of Ownership (TCO) – is a concept that includes all the costs associated with buying, using & disposing of goods, services, or assets. In looking to encompass TCA / TCO TUCO Lld takes the procurement route of ‘Most Economically Advantageous Tender’. This requires a balanced approach between weighting criteria used within the procurement process such as Price & Quality for example.

Adopting this approach not only supports the reduction of our negative impacts, but helps us to consider how we can enhance our positive impacts:

* Promote Sustainable Procurement opportunities to members and clients.
* Create Sustainable Framework Agreements which are structured and advertised to appeal to the widest possible number of suppliers.
* Engage effectively with our internal and external stakeholders
* Report progress effectively
* Promote best practice by collaboration with other HE/FE purchasing consortia in supply chain management and sustainability.
* Encourage 1st tier suppliers to identify & address points of sustainability risk in the end to end supply chain.
* Work in line with DEFRA guidance.
* Ensure MSC, Fairly Traded are considered within contracts

Our procurement process is detailed below; TUCO embed sustainable procurement as part of excellent procurement practice and processes.

As part of due diligence, TUCO works closely with STS, a UKAS accredited organisation who undertake independent food audits against a variety of standards. STS audit all TUCO suppliers on an annual basis as and when supplier accreditation is due for renewal.

A spend analysis is carried out on all suppliers on a quarterly basis. This is reported annually to the board and to members and clients as part of their value for money reports.

**TUCO work closely with Quenelles who are the UK’s leading authority on wholesale food pricing**, and provide a fully audited food price benchmark service to a broad range of clients. Reports are carried out on a quarterly, bi-annual and annual basis. These are sent to regional chairs and distributed between members and clients.

To ensure supplier details are kept up to date throughout the contract period, TUCO document and monitor key policies, certificates, industry standards and accreditations for each supplier. All records are kept on the timeline document, which is updated in line with Intend notification of certifications expiring and new contracts commencing.

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| **grow** |

The ‘Grow’ section of TUCO is about creating Ideas, innovation and advice to improve catering operations

A forum on the TUCO website is offered for members to showcase their innovation within their catering establishments.

**Market data** keeps members up-to-date with the latest market research, industry trends and consumer preferences.

TUCO invest significant funds into Research & Development each year to help members and clients keep up to date on main activities within the industry thus enabling them to position themselves at the forefront of their marketplace.

Gain insight into studies on topics affecting the foodservice market.

**Governance and Reporting**

Sustainable procurement is carried out by TUCO Category Managers who are supported by the Tender Working Party per framework agreement.

The TUCO sustainability group and regional meetings also help embed sustainable procurement within each framework agreement. Progress against set targets is discussed within the TUCO Sustainability Group. Moving forward, this will be reported annually.