

London Universities Purchasing Consortium

# Responsible Procurement Strategy 2020-22

Version 2

December 2020

## 1. Introduction

This Strategy sets out how LUPC will implement its Responsible Procurement Policy through a Responsible Procurement programme during the period 2020-2022. It consists of a set of principles that LUPC will adopt in its approach to Responsible Procurement, together with a series of projects.

Delivery of LUPC's Responsible Procurement programme will be driven by the Category Manager: Responsible Procurement.

The Category Manager: Responsible Procurement will report to the Responsible Procurement Advisory Group (RPAG) and take their considerations into account in current and future tender process.

Each year, RPAG will receive and approve an annual Responsible Procurement Report, which will be published on LUPC's website and included in LUPC's annual review

## 2. Principles

LUPC will:

- a. Practise Responsible Procurement with suppliers at all points of the procurement cycle;
- b. Base responsible capital procurement around whole-life costing principles and encourage Members to adopt whole-life costing principles in purchase decisions;
- c. Take a risk-based approach to Responsible Procurement in order to make the maximum impact on the supply chain with available resources, using the [Commodity Coding Risk Analysis](#) created by HEPA with input from LUPC;
- d. Continue to affiliate to and support Electronics Watch on behalf of our members, actively promote the use of their guidance and tools with Members and partner with NGOs who focus on supply chain monitoring and advocacy;
- e. Encourage collaboration with external organisations to support identification of risks in the supply chain and monitoring of working conditions;
- f. Encourage new monitoring and advocacy organisations in other high-risk spend categories;
- g. Include options to encourage Members to pay workers the London Living Wage in framework agreements;
- h. Ensure that equality, diversity and inclusion aspects are considered during the procurement cycle;

- i. Work with suppliers and members to promote best practice on equality, diversity and inclusion;
- j. Stage events regarding the importance of Responsible Procurement, partnering with NGOs and civil society and involving student groups;
- k. Create a specific regular piece on *Linked* (LUPC's regular magazine), establish a dedicated section on the website and make extensive use of social media all with the aim of further raising the profile and need for Responsible Procurement;
- l. Work to support Members in the development of their Modern Slavery and Human Trafficking policies and practices;
- m. Target senior decision-makers and influencers in higher education and the wider public sector about Responsible Procurement and play a role in shaping national policy;
- n. Review this Strategy and report on outcomes regularly to Members, capturing successes and the lessons learned; and
- o. Implement the Sustain tool for the evaluation of suppliers on responsible procurement activities. This will include a process of actions and consequences when a supplier does not complete the evaluation in the established times.

### 3. Special Projects,

LUPC will undertake the following special projects:

<i>Project Title</i>	<i>Project Outline</i>	<i>Critical Success Factors</i>	<i>Progress Update</i>
Supplier Engagement Project	Supplier Assessment and Engagement: capture data using sustain, secure commitment from suppliers to the Sustain Supply Chain Code of Conduct and prepare contract clauses on promoting respect for human rights in the supply chain.	Number of suppliers who actively engage with Sustain tool.	Testing system Autumn 2020.  Assess suppliers from LUPC framework agreements in 2021
Supply Chain Due Diligence	Supply Chain Mapping in areas such as ceremonial gowns, laboratory equipment for critical components and major estates tenders.	Further mapping exercise completed, and risks identified and mitigated	Summer 2021
Sustainable Procurement Guidance Standard	International standard BS ISO20400:2017 for Sustainable Procurement. LUPC assessment every 2 years.	Improve latest score. Be assessed by independent consultant. First assessment score 3.71/5. Second assessment 4.33/5.	Winter 2020/2021 On schedule.

Electronics Watch	Improve members engagement with Electronics Watch and use of their tools and guidance.	Number of members actively engage with Electronics Watch	Autumn 2021
Human Rights and environment Risk Assessment	Risk assessment for staff taking part in LUPC events such as COUP and conference	Number of events taking place	Winter 2021
Responsible procurement support to members	Responsible procurement work placement within LUPC members	Numbers of placements	Review annually
Guidance for members	Produce practical guidance for procurement practitioners on addressing responsible procurement areas such as climate change, social value, equality and diversity and circular economy	Number of downloads of the Guidance	Ongoing
Promote best practice	Promote best practice in responsible procurement areas such as climate change, social value, equality, diversity and inclusion and circular economy. Considering better ways to report carbon emissions in line with carbon reduction targets	Number of best practice identified	Ongoing

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Chair, LUPC

<b>Review interval</b>	<b>Next review due by</b>	<b>Next review start</b>
2 year	September 2022	June 2022

#### Version history

<b>Version</b>	<b>Date</b>	<b>Changes</b>	<b>Reviewed by</b>	<b>Approved by</b>
1	June 2017		RPAG & LUPC Board	LUPC Board
2	December 2020	Addition of equality, diversity, and inclusion aspects	RPAG & LUPC Board	LUPC Board