



North Eastern Universities  
Purchasing Consortium

## **RESPONSIBLE PROCUREMENT AND SOCIAL VALUE POLICY**

**Effective 1<sup>st</sup> October 2020**

*Reviewed and updated 12<sup>th</sup> July 2023*

### **1. Introduction.**

NEUPC have created this policy as a commitment to embedding responsible procurement principles into all our activities. It provides guidance for NEUPC Category Managers on how to ensure this is delivered to members throughout the procurement process to contract management.

Responsible procurement considerations include the environmental, economic and social impact of goods, works and services procured.

It is an essential consideration for all Higher Education Institutions, that responsible procurement is balanced with achieving value for money and also generating socio-economic benefits whilst minimising damage to the environment in response to the climate and ecological emergency.

We are aligned with [UKUPC](#) national strategy working together to ensure that where appropriate. [UKUPC](#) is a partnership between eight UK Consortia who created a formal entity to support collaborative procurement within Higher Education. We work together to share knowledge and best practice, to support each other and our wider procurement community. We align our practices and deliver what our members need, when they need it, adding value, embedding sustainable and responsible procurement, and delivering social value.

This policy outlines our aim, scope and principles, as well as detailing how these will be maintained and monitored.

### **2. Policy Aim.**

NEUPC vision is "In partnership with members, deliver collaborative procurement support to enhance academic excellence, creativity and a sustainable business model." As part of this NEUPC aim to take a major role in driving forward responsible procurement activities which cover aspects of social, ethical and human rights along with environmental and sustainability impacts.

The purpose of this Policy is to establish NEUPC's commitment to deliver procurement services in a way that actively promotes and enhances the responsible procurement and social value performance of our organisation, our Members and our Suppliers.

NEUPC are committed to embedding responsible procurement across our services whilst supporting our members to embed the practices within their institutions.

### **3. Scope.**

This policy covers all NEUPC activities, including: the creation and management of Higher Education sector framework agreements for goods, works and services; Member services; and our onsite CIPS and Apprenticeships Centre.

NEUPC will carry out its procurement activities focussing on promoting positive changes and reducing negative impacts be that environmental, ethical, economic or social throughout the procurement life cycle.

The maximum value of this policy will only be fully realised with the continued support of our members and suppliers.

NEUPC Members' annual expenditure through collaborative agreements is circa £210.3m. This provides an excellent opportunity to make a positive impact through the implementation of our responsible procurement and social value responsibilities which we will align with [PPN-06 20](#) Social Value Model.

#### **4. Objectives.**

The objectives of this policy are that NEUPC shall:

- Influence our framework suppliers sign up to the NEUPC sustainability database (NETpositive futures) & Sustain Supply Chain Code Of Conduct as a condition of award to future frameworks.
- Ensure effective procedures are in place to promote and monitor Human Rights and aim for the eradication of slavery and forced labour throughout all influenceable tiers of our supply chains. Request suppliers Modern Slavery Statements are compliant and work with any suppliers who are below compulsory publication thresholds to create or acknowledge the Modern Slavery Act [Modern Slavery Act 2015](#)
- Engage with our suppliers to ensure they are taking all reasonable steps to minimise negative impact and maximise improvements in relation to all relevant environmental, ethical & economic factors.
- Encourage our members and other interested parties to maximise the creation and use circular economy solutions.
- Address the Climate and Ecological Emergency working towards a target of net zero emissions by 2050
- Actively take steps to reduce the risk of corruption in our consortia, our members and our supply chains.
- Maximise the opportunities for leveraging the value of collaborative procurement to bring about social and economic benefits to communities.

#### **5. Processes**

NEUPC will achieve its objectives through the following processes:

- **Procurement process**

- Apply a 10% minimum weighting for social value to all framework agreements
  - Consider environmental, economic and social impacts and benefits across the procurement lifecycle, from strategy and specification design to contract management and asset disposal or reuse.
  - Establish a comprehensive understanding of sustainability risks in each category's supply chain including tier 1 and where possible, tier 2 suppliers with Frameworks considered high risk.
  - Include risk/impact analysis within category and sourcing strategies.
  - Pre-market engagement with stakeholders and suppliers where appropriate, including small to medium enterprises, micro-businesses, charities and social enterprises.
  - Consider use of lotting and encourage framework suppliers to use of smaller sub-contractors to support social and economic benefits within the regions.
  - Require that suppliers register to the NEUPC sustainability database (NETpositive futures) and as a condition of award sign and agree to the Sustain Supply Chain Code Of Conduct.
  - Ensure at least one contract KPI for social or environmental performance within frameworks.
- **Organisational Considerations**
    - Feature sustainability considerations within operations, services and meetings with all stakeholders .
    - Staff training and continuous professional development.
    - Ensure procurement staff complete CIPS annual ethical test to maintain corporate certification.
    - Maintaining an NEUPC contract risk register detailing social, economic, financial, environmental and reputational risks.
- **Delivering member services**
    - Include responsible procurement and social value topics at category management groups and tender working parties as a standard agenda item.
    - Providing training opportunities when available including webinars and online shared resources to support and enhance member and supplier knowledge of responsible procurement and social value
    - Promote responsible procurement and social value to raise awareness across NEUPC membership.
- **Supplier and contract management**
    - Undertaking supply chain mapping and monitoring using tools and sustainability databases where appropriate.
    - Monitoring and updating contract risk registers on an annual basis in accordance with the supplier risk criteria or a risk 'event'.
    - Ensuring Supplier's Modern Slavery Statement are compliant and encourage below threshold suppliers to develop and produce an annual statement.
    - Monitoring and review Supplier's Sustainability Action Plans using available tools.

- Utilising Supplier Relationship Management to challenge and drive social and environmental innovation and improvements.
- Reviewing KPI targets annually and amend KPI's to encourage further social or environmental improvements.
- Supporting the development of Framework Suppliers through collaboration and training.
- Championing collaborative responsible procurement initiatives for the sector and challenging Suppliers and other stakeholders to bring about measurable improvements.

## **6. Responsibilities.**

The Head of Consortium will ensure that this Policy is implemented and updated as required. Policy objectives (section 4) will be monitored and relevant progress reported to the NEUPC RP Group, Procurement Strategy Group (PSG), and the Board. NEUPC and Member RP achievements will be promoted and where relevant, shared with appropriate sector bodies. This Policy and any related action plans will be reviewed in line with new developments in good practice and legislation.

## **7. References.**

The Responsible Procurement Policy considers the sustainability guidelines, objectives and best practices set out in the following policies, initiatives and legislation:

- [Sustainable Development Goals](#)
- [DEFRA's Flexible Framework](#)
- [ISO20400:2017](#)
- [Resources and Waste strategy for England](#)
- [PPN 06/20 Social Value Model](#)
- [PPN 06/21 Taking account of Carbon Reduction Plans](#)
- [Modern Slavery Act 2015](#)
- [PPN 02/23 Tackling Modern Slavery](#)
- [National TOM's Framework](#)
- [Review of Net Zero - Independent report](#)
- [UKUPC Responsible Procurement Strategy From 2022](#)
- [Ellen Macarthur foundation - Plastics overview](#)
- [Plastic packaging tax](#)