

Sustainable Procurement Policy

Introduction

The University launched a new Environmental Sustainability Vision, Policy and Strategy and the main strategic focus is to enhance the University's reputation in sustainability policy and practice.

Purpose

The purpose of this policy is to support the University's overarching strategy and ensure that staff involved in the procurement of goods, services and works throughout the University consider appropriate environmental, social and economic factors in their purchasing decisions.

Sustainable Procurement – Definition

“A process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment.”

Procuring the Future 2006

Sustainability can be incorporated into the whole procurement process assessing and defining the need, evaluating options, design and specifying, supplier selection, tender evaluation, post-contract management and supplier development.

Objectives

Sustainable Procurement objectives are to:

- comply with all relevant legislation and regulatory requirements
- promote sustainable awareness and assessment amongst suppliers and contractors
- procure sustainable products and services
- reduce the environmental sustainability impacts of construction and refurbishment projects.
- Include Environmental, economic and social aspects when specifying specific good or services.
- include sustainable criteria when evaluating offers from potential suppliers
- promote awareness of sustainable issues and considerations within the user community
- develop measures of our sustainable practice using sector standards
- use the measures developed to monitor our sustainable practice with a view to seek continual improvement
- use the results of the monitored practice to benchmark our performance against similar organisations
- analyse the benchmarked performance to identify areas of practice for improvement

In supporting economic, social and environmental aspects of sustainability; Central contracts will be assessed to ensure that:

Contracts would have been assessed for corporate governance, financial robustness and attractiveness, innovation capacity along with business integrity and ethics.

Equality and diversity questionnaire would have been completed covering employment practice, people management and Human rights compliance. Contracts for services will have consideration to the working conditions and fair wages.

Environmental questionnaire would have been completed and consideration will be given to sustainable sourcing, energy and water usage, Carbon emissions and Waste management.
Contracts for goods will include options to purchase environmentally friendly items which will be easily identifiable on the webpages and marketplace.

Further guidance for departments on sustainable procurement will be available on Procurement Services webpage.