

## Responsible Procurement Focus Areas 2023/24 – UPDATE June 2024

- 7; **Supply Chain Climate Action Planning & Implementation Group** - We will be working with the SUPC Responsible Procurement Group members via the Supply Chain Climate Action Planning & Implementation sub\_group to investigate more ways that we can reduce our supply chain carbon footprint; Our aim will be to engage with suppliers in committing to and helping us reach our Net Zero targets; We will report on practical tools, evaluation methods and actual measurements to the Procurement Board;

### Update

The SUPC Supply Chain Climate Action sub-group was disbanded as it had significant overlap with the Supplier Assurance group mentioned above. It has been succeeded by a new **Lab Supply Chain Working Group**, which is organising a cross-sector symposium which is focusing on decarbonising the laboratory supply chain, and what actions are needed to make greater progress, likely to take place on 3 October, 2024. UoR is represented on the Lab Supply Chain Working Group and at the Symposium.

An additional SUPC sub-group **Supplier Assurance Task and Finish group** have completed production of the new supplier assurance guide to assess supplier compliance in a number of responsible procurement areas. This is now in creative design and will be published in June 2024. There will be a session at the EAUC conference to introduce this guidance and a EAUC specialist group in this area.

LUPC have also developed a **Supplier Due Diligence** bank of questions that are asked of LUPC-managed framework agreement suppliers post appointment to framework(s), in order to assess their compliance with the SUSTAIN Code of Conduct.

The question set is often updated and tweaked according to category and risk and evolving legislation. This tool set will be used by UoR and the evaluation of responses from suppliers informs any Responsible Procurement follow up required during contract management and helps us to identify areas for supplier support or potential supply change reduction targets. LUPC are in the process of developing software to automate some of this evaluation and will provide reporting dashboards for members and suppliers to view online

UoR has been involved in discussions/ meetings for each of the areas above and will continue to feed into the work they carry out and integrate this into our efforts at UoR.

- 8; **Calculating the Cost of Net Zero** - We will be taking part in webinars and discussions this coming year as part of the AUDE, BUFDG and EAUC project Calculating the Cost of Net Zero. This project is exploring the costs of Net Zero for Higher and Further Education in the United Kingdom. We aim to use the Net Zero calculator which has been created for institutions to project their spend and emissions at a strategic level and provide an estimate of what it will cost to reach Net Zero, particularly to inform our Procurement strategic and supply chain planning. This work will enable us in the collection of more accurate carbon emissions data for the goods and services being purchased;

### Update

While the EUAC Cost of Net Zero Calculator tool has not been used this year at UoR, we are meeting with Net Positive Futures in July 2024 to discuss the use of their tool, developed with Nottingham Trent University to help us calculate our Scope 3 emissions which will contribute to our overall net zero calculations in 24/25. This will be a less manual tool to use for calculations than the EUAC net zero calculator.

The Procurement team continues our work in the three categories that the EUAC tool focuses on including **supply chain, built environment and travel/transport**.

**Supply chain** – The Procurement team has continued to work with stakeholders and suppliers who have made efforts to reduce Scope 3 emissions in our supply chain in specific areas such as:

- Stationary through a reduction in deliveries to campus and use of a more sustainable courier
- Courier services through use of electric vehicles, an HGV fleet using HVO, solar power and one tree for every 10 deliveries made in an electric vehicle
- In IT, Charterhouse Muller are monitoring the amount our CO2 reductions since they stopped shredding hard drives and started the re-use, redeploy, recycling programme for us in Dec 2023. They have completed fifteen orders in the first six months and re-used 6280kg and recycled 5877kg of equipment.
- Catering through the use of more local suppliers and therefore fewer food miles
- Lab supply chain working group – As per #1 above, SUPC lab supply chain meeting took place on June 17 to discuss the planning of the cross-sector symposium Oct 3 to reduce our carbon footprint in labs – The outcome of that will feed into our STEM category work and efforts with the Technical Services team who are working on LEAF certifications for our labs.

**Built Environment** – A large number of Estates building and refurbishment projects have been initiated this year and in each the Procurement team has aimed to integrate into tenders and contract management expectations and contractual requirements of suppliers to be actively demonstrating their commitment to the University's values and principles by acting upon the below as a minimum:

- Reducing their own environmental impact
  - Work with UoR to achieve their values, principles, policy and sustainability strategy
  - Actively monitoring their supply chain to ensure its compliance with the Modern Slavery Act 2015 and Criminal Finance Act 2017
  - Creating social value through supporting local communities and/or taking part in other initiatives
- Suppliers are also asked to provide the carbon footprint of their supply chain and/or individual products sold to the University to contribute to our own Net Zero calculations.

**Travel/Transport** – The first year of the new Sustainable Travel Policy is nearing and the Procurement team continue to work with our Travel Management Company (TMC) and stakeholders to implement the new processes and policies. The TMC assist in ensuring that specific aspects of the policy such as train travel within Europe and economy air travel which contribute to our Net Zero goals. The Travel Working Group will be reviewing in autumn 2024 the benefits of the new travel policy after one year in operation to gauge the impact on scope 3 emissions.

9; *Thirty Tasks for Fairtrade Foundation's 30th Anniversary*..- .The.Fairtrade.Foundation.will.celebrate.96.years.in.8680; .We.are.aiming.to.complete.96.tasks.during.the.89–90.academic.year.to.mark.this.celebration.and.promote.Fairtrade.- .this.will.include.articles?blog.posts?tweets?a.quiz?speakers?involvement.in.the.UoR.Green.Festival?renewal.of.our.Fairtrade.statement?pancake.day.event?fairtrade.raffle?coffee-+ea.promotion?liaison.with.the.Reading.Fairtrade.Group?liaison.with.the.University.of.Bristol.Fairtrade.group.and.culminate.in.a.final.event.for.Fairtrade.Fortnight.in.Sept.8680;

**Update**

Following the achievement of the Two Star University & Colleges Fairtrade award in June 2023, activities continue this year in preparation for our next award evaluation in 2025. In honour of the Fairtrade Foundation's 30<sup>th</sup> anniversary in September 2024 we are holding thirty events some of which include:

- Integration with the Sustainable Education workstream
- Get students involved in Fairtrade who are doing their Red Sustainability award
- Events such as Great Big Green week in June 2024, Fairtrade fortnight in September 2024, quizzes, pancake day with Fairtrade chocolate, links into local schools
- Coordination with the Reading Fairtrade Group and RISC

## **Conclusion**

The Procurement team take on the following roles related to Responsible Procurement:

- **Facilitator** – Facilitating the achievement of the organisation's sustainability goals through tenders and contract management.
- **Provider** – Provider of guidance to promote more sustainable procurement
- **Partner** – Partners to build ethical and sustainable relationships between stakeholders and suppliers
- **Educator** – Educator of requirements, regulations and process for stakeholders
- **Defender** – Defender of our own or the organisation's values to be the greenest university in the UK

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