

Sustainable Procurement Policy Statement Version 3.0



ACCESSIBLE

RESPONSIVE

INNOVATIVE



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1. Introduction

The University of Exeter strives to lead in sustainability and climate change efforts on regional, national, and international levels. This will be achieved through transformative operational changes and collaborative efforts in education, research, international initiatives, and impactful activities, showcasing innovation, influence, and proactive measures. The University is committed to procure goods, services and works responsibly, in a way that enhances and protects our environment, economy and society.

To enable this, social, environmental and economic considerations in the purchase of all bought goods and services need to be adopted across the University. This approach ensures that the procurement of goods and services considers their entire lifecycle, aiming to provide benefits not only to the organisation but also to society and the economy. It also focuses on minimising negative impacts on environmental, social, and ethical issues.

This policy drives the [Responsible Procurement Strategy](#), [Strategy 2030](#), [Environment and Climate Emergency Policy Statement](#) and [Sustainable Food Policy](#), as well as reinforcing other strategic priorities and strategies including those relating to equality, diversity and inclusion.

2. Scope and Ownership

This policy will apply to all staff and to all University subsidiary undertakings to ensure everyone embeds environmental and sustainability features into procurement decisions consistently and uniformly, and to encourage supplier behaviour to help us achieve our sustainability objectives.

The Responsible Procurement Strategy, Sustainable Procurement Policy and [Social Value Policy](#) are owned and maintained by the Director of PS Connect & Chief Procurement Officer and are sponsored by the Chief Financial Officer and Executive Director of Finance, Infrastructure and Commercial Services (FICS).

All documents will be reviewed every two years and performance against the Key Performance Indicators within the Responsible Procurement strategy will be monitored by the Chief Procurement Officer and Head of Sustainability.

3. Objectives

Our goal is to procure goods and services in ways that maximise efficiency and effectiveness while minimising social and environmental impacts and risks.

Our objectives are to:

- Adopt the ISO20400:2017 Sustainable Procurement standard, which provides a framework against which the University can set a delivery plan to ensure measurable sustainable outcomes for improvement over the procurement of goods, works and services.



- Contribute to achieving the University's commitment of Net Zero carbon by 2030 by reducing the carbon emissions associated with Bought Goods and Services.
- Optimise the use of natural resources and cease or, where this is not possible, minimise the use of plastic and disposable items.
- Maximise social value through our supply chain.
- Raise awareness and promote best practice in sustainable procurement across the University making information accessible for all.
- Enhance the skills and knowledge of all staff who make purchasing decisions.

4. Key Responsibilities

1. All Staff are required to:

- Always consider whether the purchase is necessary and explore options for reusing and sharing existing assets.
- Give priority to sustainability and whole life costs when selecting suppliers and awarding contracts.
- Undertake personal development to ensure you have the skills and knowledge to consider sustainability in your purchasing decisions.

2. Procurement Team are required to:

- Embed responsible procurement within the University's procurement procedures, practices and policies.
- Focus specialist support on managing the procurement of goods and services that are either high value, high volume, high impact or high risk.
- Produce guidance and delivering training to staff about the application of this policy to their procurement and purchasing activities making information easily accessible and available to all.
- Provide faculties and divisions with advice on sustainability issues relating to procurement and purchasing.
- Proactively engage with the supply chain to ensure we are open and transparent on what our sustainability expectations are and undertake ongoing contract management.

3. Suppliers and Sub-Contractors are required to:

- Suppliers and subcontractors will be contractually obliged to comply with this policy to the extent set out in their contract.
- Strategic suppliers (Tier 1) are required to adhere to our [Supplier Chain Charter](#) encompassing social, environmental, and ethical compliance standards.
- Suppliers will be requested to provide data and information on key sustainability data and impacts of their products and services and make commitments to improve their sustainability performance throughout the term of their contract with the University.



5. Our approach

- Work with the University's contracted suppliers to realise positive sustainability benefits and manage negative sustainability impacts of contracts.
- Encourage new and existing suppliers to consider and improve the social and environmental impacts of their services and activities by providing appropriate tools (EcoVadis and NET Positive Futures Supplier Engagement Tools).
- Tier 1 and Tier 2 suppliers will be required to sign up to EcoVadis and all other suppliers sign up to NET Positive Futures, which will help to improve their sustainability and corporate responsibility. This allows us opportunities to work with our suppliers to identify and realise mutually beneficial sustainable outcomes.
- Ensure that all collaborative buying arrangements that we enter meet our own sustainability standards.
- Apply all core elements of responsible procurement including organisational governance, human rights, labour practices, the climate and ecological crisis, ethical sourcing, social impacts, EDI, fair operating practices and customer considerations.
- Include a sustainability weighting of at least 30% with questions drawn from the United Nations Sustainable Development Goals and the Social Value TOM System™ of Themes, Outcomes and Measures relevant to the product or service to be bought.
- Consider how we can support the circular economy through our procurement and purchasing decisions.
- Ensure there is transparency in the University supply chains and acting ethically and with integrity in all business dealings and relationships to demonstrate compliance with section 54 of the Modern Slavery Act 2015.
- Foster a partnership approach with the local and regional community to encourage positive participation and address barriers to entry, inform future policy and to encourage local, regional, SME and ethnic minority suppliers to bid for university contracts.
- Make appropriate training available to all staff involved in purchasing decisions and activities.

We are committed to embedding sustainability into every aspect of our procurement processes, ensuring that our actions today contribute to a better future for our organisation, society, and the environment. We will continuously seek opportunities for improvement, working closely with our suppliers, partners, and communities to drive positive change. Through our sustainable procurement practices, we aim to lead by example and foster a culture of responsibility, innovation, and ethical sourcing.

Version	V3
Last updated/approved	21 st of November 2024
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