

Birmingham City University

Sustainable Procurement Policy

March 2017

Birmingham City University is a higher education institution engaged in teaching and research activities as well as the transfer of technology to business and commercial consultancy. We recognise that we have a responsibility to ensure that we safeguard our environment, and the community in which we operate, and that part of this is to make responsible sustainable procurement decisions.

This policy applies to all staff involved in the procurement of goods and services and should act as a prompt to ensure that sustainability is a consideration when making procurement decisions.

As a University we will:

* Comply with all applicable procurement and environmental legislation as well as any other requirements to which the University subscribes e.g. its Fairtrade policy, the Flexible Framework and its Ethical Principles and Practice Policy Statement.
* Endeavour to consider economic, social and environmental factors when making procurement decisions, paying particular reference to the Public Services (Social Value) Act 2012 and the Modern Slavery Act 2015
* Ensure that the whole life cost of procurement decisions i.e. the cost over the life of the product or service is considered not just the initial purchase cost.
* Wherever practicable specify the use of products with a high recycled content
* Wherever practicable specify the use of products known to be less environmentally damaging
* Invite local and regional businesses to bid to meet appropriate University requirements
* Assist small and medium sized businesses to understand the University’s commitment to equality in procurement, with particular reference to the principles of EU procurement legislation/Public Contracts Regulations 2015
* Ensure that our tendering process includes the facility for our contractors and suppliers to propose less environmentally damaging alternatives to the goods specified, within the economic constraints of the University
* Ensure that a supplier’s response to the following criteria is included in any relevant tender or Selection Questionnaire:
* Corporate Social Responsibility (CSR)
* Environmental and Sustainability Policy
* Diversity and Equality Policy
* Encourage and provide guidance and training for our staff to inform and enable people to make more sustainable procurement decisions, which consider the whole life cost of products and services, with the aim of reducing the negatives impacts of our goods and services.
* Ensure we work with our catering contractors to maximise the provision of food from sustainable sources, seasonal produce and use local sources where possible.
* Work with our supply chain to challenge their commitment to improving sustainability and to develop a best practice approach to reducing the environmental and social impacts of their products and services
* Work with other similar bodies to share experiences and best practice, such as local/regional Universities and Local Authorities
* Communicate the Sustainable Procurement Policy to our staff. And where appropriate our suppliers and contractors, and make the policy publically available via our internet site.
* Monitor and measure our success in achieving the Sustainable Procurement Policy through a dynamic Sustainable Procurement Action Plan.

This policy and the associated commitments will be reviewed annually by the Head of Procurement and the Environmental Manager.

Madeleine Townend

Head of University Procurement

Deborah Southwell

Environmental Manager