

Linked

SPRING 2023



THE MAGAZINE FOR LUPC MEMBERS AND SUPPLIERS



The Countdown to Net Zero



**HOW FRAMEWORK
ACTIVITY
IS ENHANCING
SOCIAL VALUE**



**RESPONSIBLE
PROCUREMENT
CASE STUDY: UPDATED
SUPPLIER DUE
DILIGENCE TOOL**

Contents

- 3... Director's Welcome
- 4... News
- 8... Responsible Procurement News
- 10... Responsible Procurement Case Study: Updated Supplier Due Diligence Tool
- 14... How Framework Activity is Enhancing Social Value
- 15... Collaboration: LUPC & London Met. University
- 17... Countdown to Net Zero
- 24... Ensemble Purchasing – Delivering Procurement Services for Members
- 28... Commodity Updates
- 33... Let's Talk...Katie Watson, London Metropolitan University
- 34... Procurement 101: Unlocking the Potential of your Tail Spend

 Follow us on Twitter @lupconsortium

Meet the team



Don Bowman
Director
 Tel: 020 7307 2769
 M: 07931 862275
 Email: d.bowman@lupc.ac.uk

General consortium direction and management of Ensemble Purchasing.



Jasbinder Sandhu
Deputy Director
 Tel: 0207 307 2767
 M: 07849 089958
 Email: j.sandhu@lupc.ac.uk

Bindi is responsible for the management of the contracting team and tendering activity at LUPC.



Antonio Ramirez
Senior Category Manager
 Tel: 020 7307 2764
 M: 07932 346741
 Email: a.ramirez@lupc.ac.uk

e-Procurement lead, STEMEd and laboratory, electronic components, furniture & soft furnishings, utilities, veterinary supplies.



Mike Kilner
Senior Category Manager
 Tel: 020 7307 2768
 M: 07932 347182
 Email: m.kilner@lupc.ac.uk

ICT hardware and software, insurance, audio visual including photographic and broadcasting equipment, Electronics Watch.



Roy Dennis
Senior Category Manager
 Tel: 020 7307 2772
 M: 07419 583838
 Email: r.dennis@lupc.ac.uk

Library, professional services (including legal, debt collection, intellectual property rights, financial services, occupational health, temporary & permanent recruitment, global mobility), office supplies, paper, print, post, CreditSafe.



Julie Gooch
Senior Category Manager
 Tel: 020 7307 2778
 M: 07546 050410
 Email: j.gooch@lupc.ac.uk

Estates including; estates maintenance & minor works, waste management, cleaning: services, equipment & supplies, security services, doors, lifts, access control, fire alarms, washroom, water quality management.



Justin McLoughlin
Senior Category Manager
 Tel: 07568 227 623
 Email: j.mcloughlin@lupc.ac.uk

Estates including; catering consultancy, outsourced catering, project management and full design team, PPE, work & sports wear, floor coverings, white goods, electrical materials, taxi services and promotional merchandise.



Joyce Kadri
Administrative Assistant
 Tel: 020 7307 2763
 M: 07884 551949
 Email: j.kadri@lupc.ac.uk

Joyce supports LUPC's Senior Category Managers as well as the wider team with their administrative requirements.



Marisol Bernal
Responsible Procurement Lead
 Tel: 020 7307 2765
 Email: m.bernal@lupc.ac.uk

Responsible procurement lead; Responsible procurement policy, strategy, risk assessment and modern slavery statements, TUCO catering framework agreements.



Suzanne Picken
Head of Membership, Marketing & Comms
 Tel: 020 7307 2776
 M: 07930 595498
 Email: s.picken@lupc.ac.uk

Membership; marketing agreements and services; training; conference and events; LUPC website; publications, communications.



Giorgia Varriale
Communications and Digital Marketing Coordinator
 Tel: 020 7307 2771
 Email: g.varriale@lupc.ac.uk

Stakeholder communications, ebulletin and Linked magazine, social media, website content.



Caroline Ford
Accounts and Office Manager
 Tel: 020 7307 2762
 M: 07908 460381
 Email: c.ford@lupc.ac.uk

Accounts, general enquiries and admin.



Kai Osborne
Systems Manager & Data Analyst
 Tel: 020 7307 2770
 M: 07784 312365
 Email: k.osborne@lupc.ac.uk

System management and development; collection, analysis and reporting of member and supplier data.



Reece Baines
Purchasing Manager
 Email: r.baines@lupc.ac.uk

Professional procurement consultancy and support service to LUPC members, covering all levels of procurement, as required by the relevant member organisation.

Welcome to the spring edition of Linked Magazine



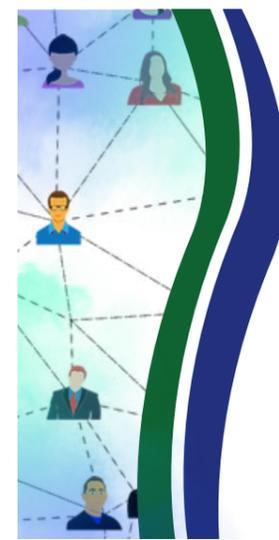
I hope you feel refreshed after the Easter break and are enjoying the longer days with slightly warmer weather, Spring will soon be upon us.

Firstly, I would like to remind you that LUPC is offering all Full members a **free ticket** to attend the highly anticipated UKUPC Conference 2023, taking place on **6-7 September 2023 at the University of Exeter**. Join us for the only HE-specific national conference on procurement. **Tickets are limited**, so we do encourage our members to book now to avoid missing out. Instructions and discount codes to obtain your free place have been emailed to members, contact [Suzanne Picken](mailto:Suzanne.Picken@lupc.ac.uk) if you have any queries. Subject to availability, we may also be able to offer a second ticket at a discounted price, this will be confirmed after the early-bird period closes on 21 May 2023.

Suppliers are also reminded to book their stands before these sell out, there are just over 20 exhibitor stands left! Suzanne has been working hard on the conference, the programme of content is now almost complete, so now onto the social arrangements....

This edition features an article on the **VAT Exempt cost-sharing procurement service**, Ensemble Purchasing, which currently has nine LUPC members as clients, an update on the **LUPC Supplier Due Diligence tool** (page 12) and our Deputy Director, Bindi Sandhu, looks at **how framework activity is enhancing Social Value** (page 14). Legal services provider, Womble Bond Dickinson, covers our title feature: **The Countdown to Net Zero**. Plus, much more, including as usual, **the latest news, responsible procurement activity** and our **commodity updates**.

I'm sorry to announce that Marisol Bernal, our Responsible Procurement Lead, will be moving on to a new challenge at the end of April. We will still be working closely with her though, as her new role is with one of our partners, Electronics Watch. We wish her well for the future and thank her for her valued contribution to LUPC during her time here. We are currently recruiting for this position and hope to have some news on a replacement imminently!



Procurement leadership for a changing world

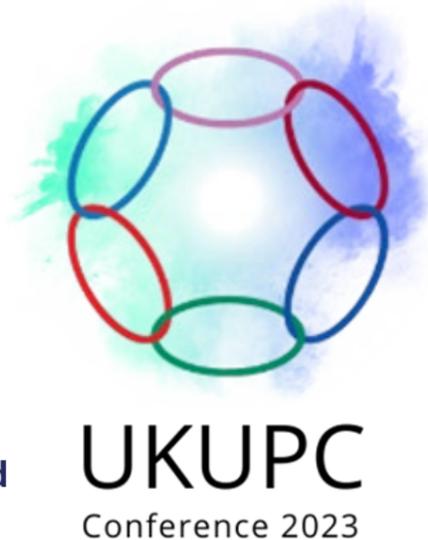
UKUPC members & suppliers
 click here to learn more

6 - 7 September 2023 | University of Exeter



UKUPC Conference 2023 – Bookings now open!

We are excited to announce that tickets for the [UKUPC Conference 2023](#), taking place this 6-7 September 2023 at the University of Exeter, **are now available!** Join us for the only HE-specific national conference on procurement. Tickets are limited, book now to avoid missing out. **LUPC is offering all Full members one free ticket to attend the conference.** Instructions and discount codes to obtain your free place have been emailed, contact [Suzanne Picken](#) if you have any queries. Subject to availability, we may be able to offer a second ticket at a discounted price. This will be confirmed after the early-bird period has closed on 21 May 2023.



UKUPC Market Insight Document: March '23 issue now available

The latest version of the [UKUPC Market insight document](#) - March 2023 is now available. This quarterly report is provided for UKUPC members by the professional category leads across the university purchasing consortia, providing insight on what is happening in national and international supply chains. As well as a full detailed report, we have also included a [summary](#) with high-level information for circulation to those in your organisation with an interest.

We hope you find these useful and welcome any feedback to improve the reports. Please contact [Jasbinder Sandhu](#), if you have any comments or queries.



UKUPC Annual Impact Statement

UKUPC is pleased to present the [UKUPC Annual Impact Statement for 2021-22](#). Throughout the year, UKUPC partners, APUC; HEPCW; LUPC; NEUPC; NWUPC; SUPC; TEC; and TUCO, have continued to collaborate strongly, sharing resources and expertise to provide benefits to its members.

Julie-Ann Garton, UKUPC Chair and Managing Director at NWUPC said: *“Supporting our members is at the heart of UKUPC. By working in collaboration across the sector we are able to enhance the offering we provide to members in terms of knowledge, best practice, and guidance for their procurement needs.”*

Here are a few highlights, but please do read more within the report:

- Members spent £1.3BN through consortia frameworks and achieved £119M in cashable savings and £73M in non-cashable/process savings. (Savings are calculated using the HEPA Benefits Methodology)
- Members had access to over 169 agreements covering a wide range of strategic spend areas for your institution.
- Members can access 1,147 SMEs through UKUPC frameworks – SMEs make up just over 73% of our awarded suppliers across all frameworks.
- The quarterly market insight document advised members of the significant supply chain challenges across category areas and mitigating action taken.
- UKUPC engaged on behalf of its members with broader industry and government in the areas of Library and Travel representing the sector.
- Responsible Procurement initiatives for members and/or framework suppliers included Developing a Carbon Reduction Plan, input into the Social Value Guidance for the HE Themes, Outcomes and Measurement Framework (HE TOMs) and identifying the impacts of the Plastics Packaging Tax on the procurement of goods and services.

For more information on UKUPC, please see the [UKUPC website](#).



Events

[LUPC Legal Webinar Series: overview of current procurement regime with case law updates](#)

16 May 2023:
10:00-11:00

[LUPC Member Induction May 2023](#)

18 May 2023:
10:00 - 11:00

[Heads of Procurement meetings](#)

28 April, 26 May, 30 June.

[UKUPC Conference 2023](#)

06 September 2023:
09:00 to 07 September 2023: 13:30

Please check the [events section](#) of the LUPC website to stay up to date and to register attendance.

New Selection Questionnaire (SQ)

The deadline for incorporating the new SQ into your regulated procurement has been extended to 1 June 2023. For full details, please see [PPN 03/23](#).

UKUPC suppliers advertise here →

Take advantage of our competitive marketing offers & bundles exclusive to framework suppliers

New Carbon Offsetting Framework Agreement launching imminently



Over the past few months, LUPC has been working with EAUC and TEC on a national framework agreement for Carbon Offsetting. It is fully recognised that organisations should not be over-reliant on using carbon offsetting as their principal route to achieving net zero; the main focus for our members will be on carbon reduction but where this is not 100% possible, an element of carbon-offsetting will be required. This framework supports our members towards achieving their Net Zero goals in a compliant and credible way.

In January 2021, the COP26 Universities Network released a briefing on [offsetting for UK Further and Higher Education \(FHE\) sectors](#). One of the recommendations from the briefing was “The FHE sector would benefit from forming a coalition to support high-integrity offsetting, for instance by co-financing projects and establishing sector-wide offsetting criteria”.

EAUC established the “Carbon Coalition” pilot programme to support the recommendations of COP26 Universities Network and has been piloting the scheme for seven Institutions to utilise a fund manager to offset emissions, leveraging combined buying power and knowledge. The pilot implemented an Advisory Board made up of experts, practitioners, and scientists from the education sector.

As this pilot project was a success, it is now being realised as a national framework, delivered jointly by LUPC, EAUC and TEC, for UKUPC members to benefit from. By utilising expertise through this framework, we can provide confidence to our members in what is a very complex area. The offsetting projects are thoroughly vetted and auditable with suppliers having to report back to LUPC on specific KPIs and project validity throughout the life of the framework.

The framework comprises of the following lots and suppliers:

Lot	Awarded Suppliers
Lot 1: Carbon Offsetting Validation Services – run in partnership with EAUC	Carbon Green Ltd
Lot 2: Voluntary Carbon Removals	Carbon Green Ltd, STX
Lot 3: UK EST Allowances – Run in partnership with TEC	Redshaw, CF Partners

UKUPC members will be able to benefit from the following:

- Working with the Consortia on a vital, new initiative which we hope brings rewards to the sector;
- A range of value-added services available including increasing knowledge on the carbon markets and associated areas of interest for members and consortia;
- Agreed Terms and Conditions;
- Regularly benchmarked and reviewed pricing dependant on the carbon markets;
- Full performance management through several managed KPIs to be monitored over the life of the agreement.

This agreement will be going live imminently when full information will be communicated across UKUPC. For any further questions, please contact [Justin McLoughlin](#), LUPC Senior Category Manager.



(National) Education Recruitment Advertising and Resourcing Services Framework Launch (NERARS)

LUPC members can now access the re-tendered [\(National\) Education Recruitment Advertising and Resourcing Services \(NERARS\) Framework](#).

Servers, Storage and Solutions National Agreement (SSSNA) Framework Launch

LUPC members can now access the re-tendered [Servers, Storage and Solutions National Agreement \(SSSNA\)](#) led by SUPC. This improved agreement provides a compliant and responsible route for universities to procure servers, storage and solutions, including converged infrastructure and end to end solutions.



LUPC & SUPC Responsible Procurement Meeting

The latest LUPC & SUPC Responsible Procurement meeting took place on 9th March. During the meeting, we highlighted the circular economy and sustainability aspects of recent framework agreements. We had the following presentations:

- Sustainable Furniture Solutions, Sam Wells - Category Manager, NEUPC
- Circular Economy in Outsourced Catering, Justin McLoughlin - Senior Category Manager, LUPC
- Waste Management (Sustainable), Julie Gooch - Senior Category Manager, LUPC
- Sustainable Laboratories, Antonio Ramirez - Senior Category Manager, LUPC

[Catch up on the meeting here.](#)



Combating trafficking in human beings & labour exploitation in supply chains - Guidance for OSCE Procurement - 2nd edition

Combating trafficking in human beings & labour exploitation in supply chains – Guidance for OSCE Procurement – Second edition

LUPC's Director, Don Bowman and LUPC Board member, Dr Olga Martin-Ortega contributed their expertise as consultant authors for the first edition of the guidance developed by the Organization of Security and Co-operation in Europe (OSCE).

The second edition of this guidance aims to support procurement and anti-trafficking staff in the OSCE with knowledge to implement anti-trafficking measures in procurement activities alongside training workshops, procurement risk analyses, and local action plans.

You can read the second edition of the guidance [here](#).

LUPC Legal webinar series: legal & procurement approaches to reach Net Zero

Womble Bond Dickinson explored how universities can incorporate their carbon objectives into procurements and contracts. Using case studies, this session covered:

- carbon obligations which universities may wish to impose on contractors;
- the different mechanisms and remedies for enforcing carbon requirements;
- evaluation of carbon commitments; and
- the role of heat networks in reaching net zero.



Catch up on the recording [here](#).



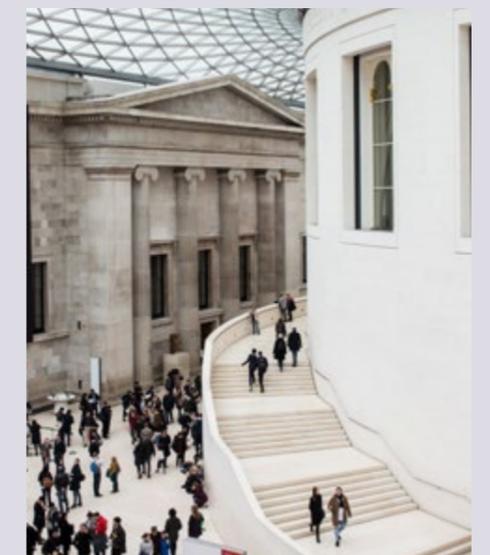
Marisol Bernal,
LUPC's Responsible Procurement Lead

Responsible Procurement Placements

I have a new placement at the British Museum, which is my eighth placement with a member organisation.

During my six-week placement, I will work with Ben Powell, Head of Procurement, on the following projects:

- Support their Electronics Watch affiliation.
- Identify key responsible procurement questions to embed in their procurement processes.
- Assist with the implementation of the Government Modern Slavery Assessment Tool (MSAT).
- Assist in the development of any appropriate tools for responsible procurement.



PPN: Tackling Modern Slavery in Supply Chains

The UK Cabinet Office has published a new Procurement Policy Note ([PPN 02/23: Tackling Modern Slavery in Government Supply Chains](#)). The PPN and guidance sets out how to identify and manage modern slavery risks in both existing contracts and new procurement activity and advocates a risk-based approach to identifying and managing these risks across government's commercial activities. The guidance sets out how to ensure greater supply



chain visibility on procurements at high risk of modern slavery occurring to support due diligence, with strengthened advice on how to exclude suppliers where there is sufficient evidence of modern slavery violations.

SHOWCASE PSR | PORTSDOWN

Transforming universities into modern, inspiring learning environments through space optimisation, furniture procurement and project management.



- Design & Consultancy
- Project Management
- Re-Use & Recycle
- Online Portal
- Delivery & Installation
- Warehouse & Storage
- After Sales Care

08458 336 517

ARE YOU ENERGY READY?



With unprecedented high energy costs and global net zero deadlines looming the chances are you will be seeking out greener, more cost-effective energy solutions for your business.

At Addleshaw Goddard our dedicated team of energy experts can help accelerate your journey to a carbon neutral business, no matter where you are on your journey to achieving your net zero targets.

Scan the QR code to find some quick wins to reduce energy consumption and alternative energy solutions to help you achieve your decarbonisation strategies using our [interactive tool](#).

**ADDLESHAW
GODDARD**

MORE IMAGINATION MORE IMPACT



contracts@showcase-psr.co.uk
www.showcase-psr.co.uk



LUPC SUPPLIER DUE DILIGENCE TOOL - PART 2

Last year, in-house responsible procurement experts [Marisol Bernal](#) and [Martina Trusgnach](#) developed a new tool to assess the social and environmental performance of LUPC suppliers: the Supplier Due Diligence Tool (SDDT). In this article, they discuss the second part of LUPC’s due diligence activity, and the improvements made to the SDDT.

LUPC requires all new suppliers to complete the Supplier Due Diligence Tool (SDDT), as part of their commitment to the [Sustain Code of Conduct](#). The SDDT main topics cover:

- Social value;
- Equality, diversity and inclusion;
- Wages;
- Human and labour rights risks in global supply chains;
- Environmental impacts and targets.

We used the SDDT for the first time with the Estates and Facilities Management Services (maintenance and minor works, security: guarding & reception and cleaning) framework agreement, and reported our

members’ participation in [Linked magazine](#), on page 17 of the [Autumn 2022 edition](#).

During the second part of the SDDT, we asked suppliers to provide three examples of social value activities that they have carried out in the past three years. In November last year, [LUPC and SUPC held a responsible procurement event](#), where, using these examples, we provided an overview of the added value that suppliers can bring, in addition to the goods or services offered in the framework.

As outlined in the Autumn edition of the magazine, the suppliers who completed the SDDT were more advanced in their environmental practices, while their human and labour rights practices lagged behind. To address this, we decided to conduct a deep dive exercise into our supply chains, and asked suppliers to complete the UK [Government Modern Slavery Assessment Tool \(MSAT\)](#). The MSAT is a free tool developed by the Government that helps public buyers with their modern slavery due diligence. It asks suppliers several in depth-questions on the topic, and provides an analysis of suppliers’ responses, as well as feedback and guidance on areas that need to be improved on.

Not all suppliers engaged with us. Here is the summary of suppliers’ activity during this process:

SUPPLIER NAME	SDDT	SOCIAL VALUE EXAMPLES	MSAT
Atalian Servest AMK Ltd	✓	✓	✓
Atalian Servest Ltd.	✓	✓	✓
Bidvest Noonan (UK) Limited	✓	✓	✓
Bouygues E&S Solutions Limited	✓		✓
BTU (Installation and Maintenance) Limited	✓	✓	✓
Carlisle Support Services Limited	✓		✓
CBRE Managed Services Limited (CBRE)		✓	
Churchill Contract Services Limited (AMULET)	✓	✓	✓
Churchill Contract Services Limited	✓	✓	✓
City Security Services Ltd	✓	✓	
CLC facilities ltd	✓		
Diamond Build PLC	✓	✓	✓
G4S Secure Solutions (UK) Ltd	✓	✓	✓
ISS Mediclean Limited	✓	✓	✓
Just Ask Estate Services		✓	✓
Mulalley and Company Limited	✓		✓
Nviro Limited	✓	✓	✓
Property Facilities Group Ltd	✓		
Salisbury Workplace Services Limited	✓	✓	✓
Sykes & Son Ltd	✓	✓	✓

As this was our first time using the SDDT, we took some time to reflect on and learn from our experience, as well as to incorporate valuable feedback. We are happy to announce that our SDDT 2.0 has now been finalised. The main improvements we have implemented focus on:

- Concrete examples of social value that suppliers have provided in the past;
- Proactive identification and remedy of human and labour rights abuses;
- Supply chain mapping.

Additionally, we have further developed our ‘Suggested improvements and guidance for suppliers’, adding useful links and resources they can consult for each question.

Next steps: Our updated SDDT 2.0 will soon be rolled out to the Laboratory Equipment (General) and Associated Post Installation

Services and Graduation and Ceremonial Gowns, Photography and Event Services frameworks. The suppliers’ responses will be assessed and will determine whether more in depth engagement is needed.

The MSAT will continue to be rolled out to those frameworks that, following SDDT review, are lacking in human and labour rights practices, as well as any frameworks that we deem at high risk of exploitation. At the moment, we expect these to include the Laboratory Equipment and Ceremonial Gowns (Lot 1).

At the end of the year, we will report on the overall performance of our suppliers who completed the SDDT and MSAT, identifying good practice as well as common areas for improvement, and developing targeted guidance to support suppliers on this journey.



HOW FRAMEWORK ACTIVITY IS ENHANCING SOCIAL VALUE

Making a difference to our communities through social value activities is of utmost importance to LUPC. [Jasbinder Sandhu](#), Deputy Director at LUPC, highlights our current work in this area.



We want to ensure that the multi-million spend through our frameworks filters down to individuals and has a positive impact. We are in a unique position to make our contracts

with suppliers count, leveraging them to introduce, innovate and develop our communities wherever possible.

We hope our members find it reassuring to know that we are passionate about our stance towards social value, and that this positive action is being cascaded through the use of our frameworks and subsequent contracts. What better way than to ensure that our members' sizeable spend benefits people's lives directly.

There are two parts of social value work that we are currently undertaking at LUPC:

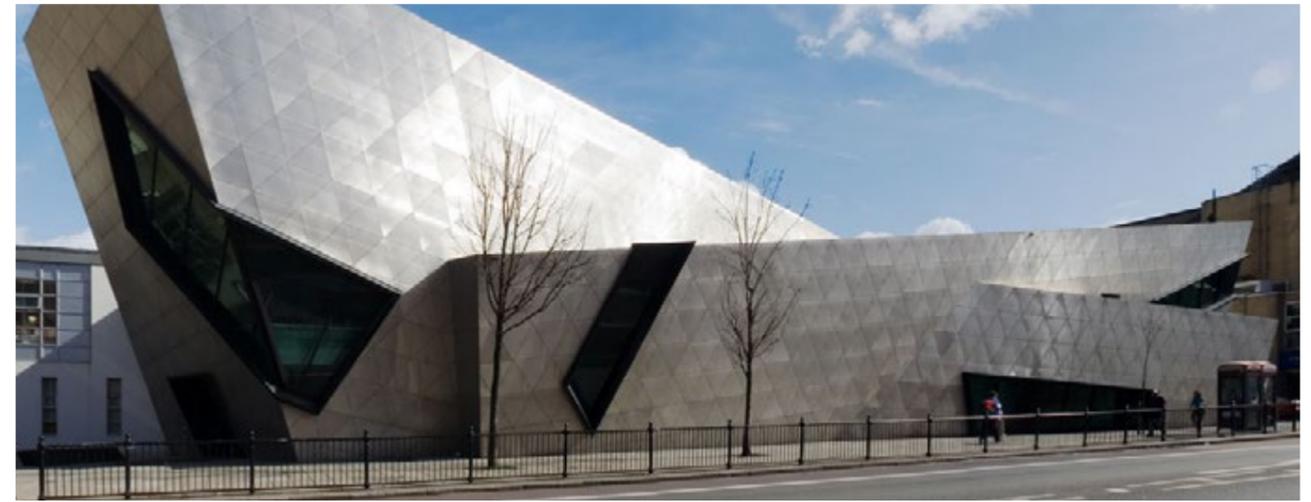
- 1) We wanted to understand which tangible social value activities our suppliers were already undertaking, their organisational ethos and the positive impacts that they are having. Having worked with suppliers on the Estates Services Framework, we have subsequently enhanced the Supplier Due Diligence Tool (SDDT) by further developing it to include social value questions [see Responsible procurement case study on page XX]. Our findings were interesting, reassuring and wide reaching, and can be seen [in this presentation](#). For future framework tenders, we are asking suppliers to submit their social

value activities over the past 24 months and their intended social activities for the life of the framework. We will make this available so that members can review supplier activities and contributions. We have not scored this element as it is difficult to do so. We view this as an opportunity to gather supporting information on value added benefits that suppliers provide.

- 2) For future framework tenders, we are asking key and specific social value questions which are appropriate to the procurement. These will be scored and measured. Again, we will report on these within the buyer's guide. For example, in our catering tender, we have broken down our social value into 4 sections: Human Rights; Supply Chains; Corporate Social Responsibility and Environmental Sustainability (20% weighting). In our waste tender we have asked specific questions pertaining to sustainability and human rights.

Our activity in this area clearly indicates to suppliers the importance of social value and its impetus within the sector, encouraging continued action on our behalf. It will also help members when they are reporting back to their organisations on the value-added benefits that they have brought through their procurements and the direct impacts on communities.

Please contact [Bindi Sandhu](#) if you have any suggestions on how LUPC can develop further in this area.



COLLABORATION: LUPC & LONDON METROPOLITAN UNIVERSITY

In this piece, [Kobby Sarpong](#), Associate Director of Finance at London Metropolitan University, reflects on how collaborating with LUPC on a consultancy basis aided compliance and business continuity during a transitional period for the university procurement team.

Last summer, London Met (LMU) encountered a period of resource constraints within the procurement team which was compounded by the difficulties in recruitment for procurement specialists within the HE sector.

We had considered various options and decided to approach LUPC to discuss the availability of consultancy that could support my procurement team and stakeholders. Business continuity was at the forefront of my mind at that point and mitigating any risks within the delivery of ongoing projects that were already underway. We were also coming to the financial year end, so we had a lot of deliverables that were essential to the core business. Not setting aside, the importance of compliance and governance which we did not want LMU to compromise upon.

Thankfully, LUPC provided LMU with invaluable support through their strong professional team of Category Managers, the Deputy Director, and their Data Analyst.

Not only were they able to deliver on the ongoing/new strategic projects, but they also ensured the day-to-day operational running of the procurement department.

LUPC's support resulted in delivery of a transformation project identifying a new procurement strategy and providing resource tools which will assist us with our ongoing management and development of the procurement team.

With their recruitment assistance, we have now bolstered our procurement team with our new Head of Procurement and our new Estates Business Partner.

It was a pleasure working closely with an experienced team who have successfully made such a significant and positive contribution to LMU and its stakeholders.

LUPC members can contact [Don Bowman](#), LUPC Director, to discuss any procurement consultancy requirements.

What does the future hold for Public Procurement?

Public procurement is now more complicated than ever and buyers still have a duty to exercise the highest levels of diligence. We offer a range of CPD accredited procurement courses to help buyers understand and navigate these restrictions - overcoming a major obstacle in procurement.

Most popular training courses:

- Reform of Public Procurement Law
- Introduction to Regulated Procurement
- Contract Management
- Regulated Procurement Academy

[Learn More](#)

“

I had little knowledge prior to the event but I am leaving with real purpose and a path to follow.

Tom Morgan, Business Development, National Grid

”

www.achilles.com



Because Insight Beats Hindsight



THE COUNTDOWN TO NET ZERO

Several universities have made net zero related pledges and commitments - but how can they incorporate carbon objectives and requirements into both their procurement processes and their underlying contract documents? Andrew Hirst, Partner at Womble Bond Dickinson explores this topic and provides guidance.

Carbon Commitments in the Procurement Process

The procurement process offers many opportunities to incorporate carbon commitments. There are primarily four main stages of the procurement process where a university can “test” bidders.

Pre-market engagement is a critical phase in any procurement. It allows the University to understand what carbon commitments are achievable in the current market before beginning a procurement. This is important

because often there is a temptation to get the opportunity advertised as soon as possible and set out ambitious goals in relation to carbon commitments. This can lead to bids which are, in the worst case, not compliant or at best, a contract where the bidder has priced in the disproportionate requirements. By undertaking pre-market engagement, universities can be clear to bidders on what will be expected of them in terms of carbon commitments, knowing that whilst such commitments may be challenging, they are nonetheless



proportionate and so can be set as a minimum standard.

The second stage at which carbon commitments can be tested is through the **Selection stage**. The Selection Questionnaire (SQ) can be used to assess what the bidder has done previously in relation to carbon commitments and what policies they have in relation to carbon commitments. Universities should note that the new mandatory Selection Questionnaire will need to be used from 1 June 2023 and this references the Carbon Reduction Plans set out in [PPN 06/21](#), more information on this is provided below. Thirdly, the bidder can be assessed through

the **tender questions and evaluation process** for the contract itself. Universities can evaluate bidder proposals for the specific contract on offer and will allow universities to assess if bidders' values align with their own. However, it is important to draft the questions and evaluation criteria carefully to ensure that the answers enable universities to effectively evaluate bidders.

Regulation 67(3) of the Public Contracts Regulations 2015 states that award criteria (which must be linked to the subject matter of the contract) may comprise, among others, quality, including technical merit, aesthetic and functional

characteristics, accessibility, design for all users, social, environmental and innovative characteristics and trading conditions.

To include carbon commitments in the award criteria, it must be linked to the subject matter of the contract and be proportionate. Provided this is the case, then such criteria can be used to determine the most economically advantageous tender.

Finally, the university can incorporate carbon commitments in the contract issued with the tender documents. This will place binding obligations on the bidder to comply with the

University's goals for carbon commitments (and any commitments which the bidder has bid) and can allow remedies should a bidder not comply with those provisions.

In 2021, the government released PPN 06/21. PPN 06/21 makes it mandatory for central government contracts worth over £5 million to take into account carbon reduction plans during the procurement process. This reflects the importance of carbon commitments in major government contracts and whilst not mandatory for universities, there is some useful template guidance which can be adapted by Universities such as:

- wording for the selection stage on a carbon reduction plan (to achieve net zero by 2050); and
- provision of a template plan for bidders to complete.

Universities should note that carbon reduction plans are not scored per se. Instead, the assessment takes the form of a check that the plans meet the specified requirements.

Similarly, in 2020 the government released [PPN 06/20](#) which increased the importance of social value in the procurement process. PPN 06/20 includes suggested questions and evaluation criteria which are a useful template for universities in drafting tenders. The policy of particular interest in relation to carbon commitments is "Theme 3 – Fighting Climate Change". The aim of this policy is to achieve effective stewardship of the environment. The model award criteria focus on:

- delivering additional environmental benefits in the performance of the contract including working towards net zero greenhouse gas emissions; and





- influencing staff, suppliers, customers and communities through the delivery of the contract to support environmental protection and improvement.

The use of this model award criteria would allow universities to evaluate bidders based on their contribution to carbon commitments as part of a wider social value commitment.

There are clear opportunities to cover carbon commitments during a procurement process which allow a university to select a bidder whose values align with the university's own policies. As part of the procurement process, and having selected a preferred bidder, it is necessary to ensure that contracts are sufficiently drafted so

that any carbon commitments become a legal obligation.

The different mechanisms and remedies for enforcing carbon requirements

Carbon requirements can be enforced through the contract in two ways:

- by including terms and conditions in the main body of the contract; or
- in the commercial/technical specification so that carbon requirements become a part of the “works”.

Until recently, general opinion was that carbon requirements were a technical matter and therefore best included in the technical specification of the contract.

As carbon requirements become more of a priority, especially in relation to construction projects, there has been a shift towards their implementation within the terms and conditions of the contract.

The Chancery Lane project is a collaborative effort from lawyers worldwide to draft Carbon Net Zero contractual clauses for use in various contracts. The clauses are aligned with the requirements of the Paris Agreement, Race to Zero, and Oxford Principles for Net Zero Aligned Carbon Offsetting. There are over 100 model clauses, seven of which are construction specific and available to download free at the [Chancery Lane Project website](#). It is interesting to note that many of these clauses are drafted on the basis that the contractor will be rewarded for meeting – or exceeding - specific objectives rather than being penalised for failure to meet targets. In our opinion, this is the correct approach as it promotes the collaborative behaviour required to try newer technologies or adopt new processes.

The NEC is the first main industry standard form to include drafting to address climate change. Secondary Option X29 was published in July 2022 and is drafted with the intention to reduce the impact of the creation, operation, maintenance and demolition of the works on climate change by:

- incorporation of Climate Change Requirements; and
- performance table to benchmark contractor performance.

We see this as a key step towards the embedding of carbon reduction requirements within construction contracts and to achieving the objectives of the Construction Playbook. However, for the clause to be effective, it is critical that the

objectives of the client are clearly established at the outset and the performance table prepared in a way that makes contractor performance easy to measure.

The role of Heat Networks in achieving Carbon Net Zero

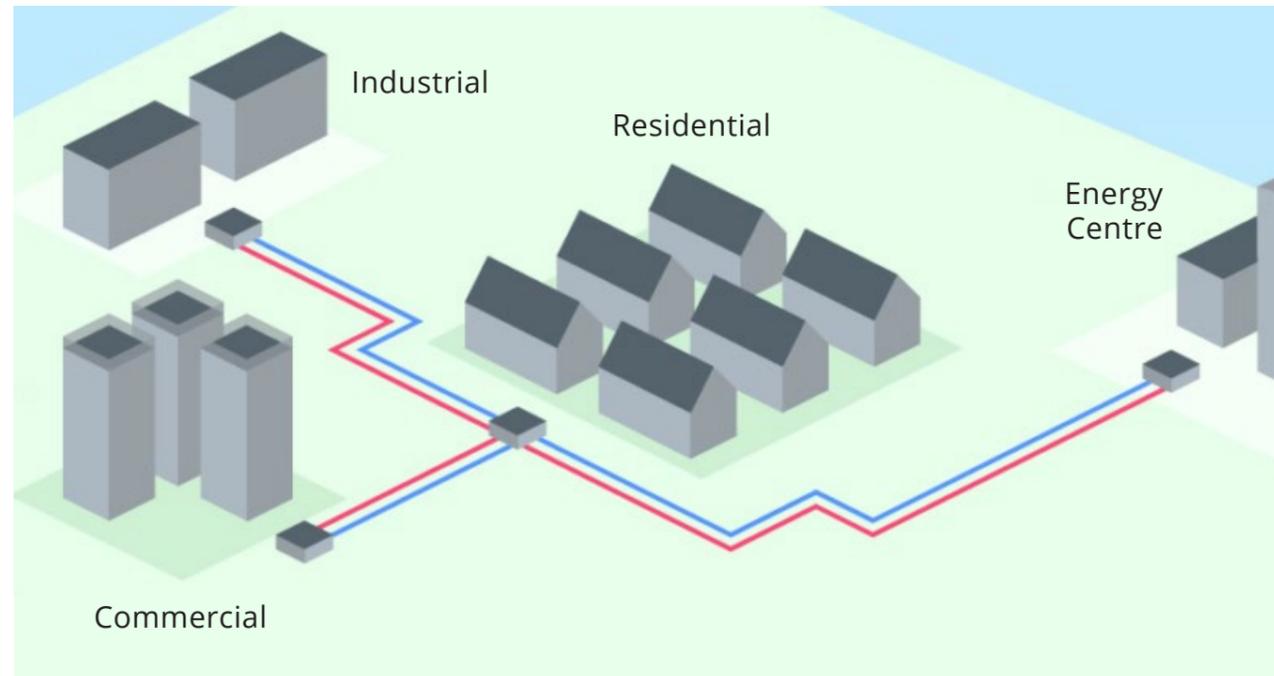
Heat supply is often a neglected element of a carbon net zero strategy. One way of accessing relatively cheap low carbon | heat is to connect to a heat network. Heat networks are usually found in urban areas where there is a higher heat density. They operate by using water to transfer heat through insulated underground pipes which connect several buildings. The heat is transferred from the network into each building utilising a heat exchanger and then the cooled water continues in the pipes to again be heated and recirculated around the network.

The procurement of heat falls within the scope of the Public Contract Regulations 2015. Therefore, universities which are subject to public procurement must either undertake a procurement to take heat from a heat network or seek to utilise an exemption to the Public Contract Regulations 2015 which allows the direct award of a connection and supply agreement to the network operator.

In some instances, it may be beneficial for a university to establish its own heat network which operates across its campus and / or branches out to serve surrounding buildings. Heat networks can be operated using a number of commercial models including as a joint venture, concession, wholly private sector or in-house.

There are various funding sources available to universities to develop heat networks such

Feature



as the Green Heat Networks Fund. These funding sources can make a big contribution towards the costs required to establish a network. However, applying for the grants is competitive and there is a rigorous application form, so universities need to dedicate time and resources to this if it is a route they wish to take. It is also worth noting that funding is available to improve the efficiency of existing networks.

Finally, it should be noted that heat network zones are likely to be introduced across England. Within these zones, buildings which utilise more than a threshold level of heat will be required to connect. Its therefore also important to monitor the development of networks as if

a heat network zone is created certain university buildings could be compelled to connect.

In summary, there are a number of legal options which universities can take to prioritise carbon commitments within projects. However, the best approach is to combine them to ensure that carbon commitments are a priority from the beginning of a project and continue to be throughout. The most important thing for universities to do is to think about what their objectives are to achieve carbon net zero and how they are going to achieve them before beginning any project.

For more information, please contact Womble Bond Dickinson below.



Andrew Hirst
Partner
Decarbonisation and Heat Networks
Womble Bond Dickinson (UK) LLP

t: +44 345 415 0000
e: andrew.hirst@wbd-uk.com



Nicholas Moss
Associate *Decarbonisation and University Accommodation*
Womble Bond Dickinson (UK) LLP

t: +44 345 415 0000
e: nicholas.moss@wbd-uk.com

CYBER THREAT PROTECTION FOR THE EDUCATION SECTOR



NETWORK SECURITY



MULTI-FACTOR AUTHENTICATION



SECURE CLOUD WI-FI



ENDPOINT SECURITY

Smart Security, Simply Done.



t: 020 8249 7000

e: jisc@redinet.co.uk

w: <https://redinet.co.uk>



ENSEMBLE PURCHASING - DELIVERING PROCUREMENT SERVICES FOR MEMBERS

What is Ensemble Purchasing?

Ensemble Purchasing is a procurement cost sharing group for [LUPC](#) members. Set up in 2016, it provides an affordable and professional procurement resource, enabling members of LUPC – in particular the smaller ones - to obtain value for money in their procurement activities.

Ensemble does not make a profit, members pay only for the service they receive, and the services are exempt from VAT. It is a VAT exempt cost

sharing group, as defined by HMRC.

The members of Ensemble Purchasing jointly own the service which employs four permanent full-time procurement professionals, for a defined number of days with each client.

Costs are significantly lower than paying for consultants and the service means that members have a permanent long-term procurement solution, rather than a temporary stopgap with all employment costs

Case Study: Royal College of Anaesthetists

Why RCoA joined Ensemble Purchasing

Up until August 2022, The Royal College of Anaesthetists (RCoA) had no dedicated procurement resource. They had a need for professional procurement advice on numerous projects and wished to improve upon their current procurement processes.

Activity carried out by Ensemble

Margaret Newson, Senior Procurement Manager at Ensemble Purchasing, currently works for The RCoA on a part-time basis, two days per week. She has been managing their tenders through the EU Supply e-tendering portal which is included as part of the Ensemble service. Projects have included tendering the RCoA's valuable marketing sponsorship contract, thereby increasing the amount of yearly income to the College. In addition, several audio visual projects for their lecture theatre have been procured with savings achieved against budget. Margaret is improving their current procurement processes which ranges from the production of an approved supplier list, monitoring high risk strategic contracts using the Creditsafe facility, and writing purchasing guidance for the College's budget holders.



Mark Blaney, Finance and Resources Director, Royal College of Anaesthetists says: *"Being a member of Ensemble, RCoA benefits from a professional procurement service, on a two day a week part-time basis, without paying higher consultancy rates and an additional 20% in VAT. The management of procurement activity by Ensemble frees up the staff at RCoA so they can focus on their core tasks. We are grateful that Margaret joined our team, allowing us to tap into her expertise where we previously had a gap."*

covered by the service.

In addition to supporting the activities of members individually, we look for commonalities between them and encourage a collaborative approach where appropriate, as well as sharing best practice documents and templates.

The Ensemble Purchasing Team and Members

The Ensemble Team is comprised of four senior procurement professionals, with almost 100 years procurement experience between them, across multiple sectors.

Nine members of LUPC currently make

up Ensemble Purchasing:

- Ravensbourne University London
- Regents University London
- Royal Academy of Music
- Royal College of Anaesthetists
- Royal College of Art
- Royal College of Music
- Trinity Laban Conservatoire of Music & Dance
- University of East London
- University of Roehampton

Each Ensemble procurement manager acts as a procurement function for their member, and works to improve compliance, increase spend control and reduce commercial risks whilst delivering value for money. They

get involved in both strategic and operational activities; for example, leading on procurement and category strategies, or the tendering and contract management of goods and services. The aim is to become the go-to people for procurement advice within the member organisation.

Margaret Newson, Senior Procurement Manager at Ensemble Purchasing says: *“Being the sole procurement professional in each organisation, we often find ourselves fulfilling several different roles ranging from advising budget holders on managing their contracts to acting as a head of procurement and creating procurement strategies. This makes for a diverse working life interacting at all levels of seniority and carrying out a variety of tasks on a daily basis.*

The benefits of joining Ensemble Purchasing

Ensemble Purchasing gives members:

- Professional procurement management of spend areas defined by the member;
- Value for money in procurement activities;
- Improved supplier, contract and risk management using standard documentation and a standard approach to procurement;
- Demand management and cost reduction programmes;
- Regular spend and benefits reporting;
- Benchmarking exercises;

- Access to shared strategy and procurement templates;
- An improved sustainability profile;
- The opportunity to up-skill other internal stakeholders in procurement, contract management and other commercial disciplines;
- Assured continuity of service and freedom from the burden of staffing and managing a stand-alone procurement function at a fraction of the cost - each member’s dedicated procurement resource is managed by the Ensemble Service Manager;
- Support from across the Ensemble team including holiday cover; and
- Oversight of the service offering from the LUPC Director.

How to become a member of Ensemble Purchasing

Who can join? Any non-profit organisation eligible for membership of [London Universities Purchasing Consortium \(LUPC\)](#)

Commitment: Two days per week is the minimum number of days to contract an Ensemble Procurement Manager.

Please contact [Rick Price](#), Ensemble Service Manager, or [Don Bowman](#), Ensemble Purchasing and LUPC Director if you are interested in a discussion to find out more.



Commodity Updates

This section will give you an update on any new agreements in place, or news on existing agreements. Please note this is not the full list of available agreements, just those where there is some news to report. For the full list of agreements and for further information on any of the agreements listed here, please visit [HE Contracts \(HEC\)](#).



AR
Antonio Ramirez
Senior Category
Manager
Tel: 020 7307 2764
M: 07932 346741
Email: a.ramirez@lupc.ac.uk



JG
Julie Gooch
Senior Category
Manager
Tel: 020 7307 2778
M: 07546 050410
Email: j.gooch@lupc.ac.uk



MK
Mike Kilner
Senior Category
Manager
Tel: 020 7307 2768
M: 07932 347182
Email: m.kilner@lupc.ac.uk



RD
Roy Dennis
Senior Category
Manager
Tel: 020 7307 2772
M: 07419 583838
Email: r.dennis@lupc.ac.uk



JM
Justin McLoughlin
Senior Category
Manager
Tel: 07568 227 623
M: 07568 227 623
Email: j.mcloughlin@lupc.ac.uk

Other useful contacts:



Jisc
<http://www.jisc.ac.uk>



TUCCO
<http://www.tucco.org/>



TEC
<http://www.tec.ac.uk/>

Audio Visual

Audio Visual: Broadcasting Equipment and Integration Services - AVI3120 NW **MK**

Tender Deadline - 19 April 2023. A 30-day evaluation period will then commence ahead of the award (June) and expected agreement start on 1 July.

Audio Visual: Photographic Equipment and Consumables - AVI3125 NW **MK**

Work has begun on the retender for the replacement framework and the strategy document is in progress. The Tender Working Party (TWP) has been formed with the first TWP meeting to be scheduled for mid-May. The indicative project timeline is as follows (all dates 2023):

- Strategy Development and Supplier Engagement: April
- Tender Advertised: by 9 August
- Tender Response Deadline: by 11 September
- Evaluation Period: 12 September – 12 October
- Award and Implementation: by 6 December

Audio Visual: Supplies, System Design, Installation and Maintenance - National - AVI2005 NE **MK**

Framework review meetings have been held with suppliers Visavvi, Strive AV Ltd (previously CDEC), Snelling, GVAV) with others to follow. Several topics were covered including customer feedback, KPIs, Creditsafe, Supply chain updates, framework and framework re-let feedback, and Net Positives / Sustainability. Institutions are reminded to provide as much notice as possible for their summer install requirements.

Several enquiries have been received for example, regarding examples of mini tender documents / spec and evaluation criteria used at call off. If any institutions are happy to share examples of their mini tenders used against the framework to assist colleagues, please contact [Paul Eagleton](#), Contract Manager. Likewise, any volunteers interested in joining the tender working party for this framework should also contact [Paul Eagleton](#). The request to extend the framework will be issued soon with work on the re-procurement due to commence shortly.

Estates & FM

Asbestos Consultancy & Removal - National **JG**

NEUPC is renewing its current Asbestos Consultancy and Asbestos Removal Frameworks. The current agreements are not accessible by LUPC members. LUPC members shall be named on NEUPC's next iteration. NEUPC's current agreements are independent of each other and expire in May 23 and July 23 respectively. The new agreements will be run as separate frameworks.

Preparation of the new agreements are underway. The Tender Working Party (TWP) has met to discuss the strategy and are currently reviewing the procurement documentation. The timeline is to be confirmed.

Catering Outsourced Services - National - CAT5079 LU **JM**

This framework has recently been tendered and combines both outsourced catering and catering consultancy, which were previously two separate framework agreements. Final evaluation of the tender is underway and this

new framework will go live imminently. The framework agreement includes the following lots:

- Lot 1 - Outsourced Catering Services (seven supplier to be awarded)
- Lot 2 - Corporate Events Catering (three suppliers to be awarded)
- Lot 3 - Catering Consultancy Services (six suppliers to be awarded)

Cleaning Equipment- National - JAN3075 NW **JG**

NWUPC has extended this agreement for a further 12 months. The agreement now expires on 28 February 2024.

Sustainable Furniture Solutions - FFE2008 NE **AR**

In February 2023, this agreement saw the live launch of the UKUPC Furniture Marketplace, a lot that wasn't available until now.

This Marketplace completes the offer of sustainable (pre-owned, refurbished) furniture, to increase the reuse of existing campus and office furniture offers, in the spirit of the circular economy philosophy. Member customers will have the ability to sell or donate any good quality furniture on the Marketplace at any time. It's completely free to register and free to use for all members.

Waste Management Services (Sustainable) - National - EFM5056 LU **JG**

The current waste management services framework agreement has been extended until 11 June 2023 to allow for the completion of the re-tender.

The opportunity for the new procurement tender closed on 7 March. Submitted tenders are currently being evaluated. The new agreement is due to go live on 12 June 2023.

ICT and Telecoms

Computing - Data Centre Management Equipment and Infrastructure - National - ITS2005 NE **MK**

The procurement strategy is presently being developed, further to the advised key dates for the project. Members are welcome to come forward to volunteer for the tender working party.

- Strategy Development and Supplier Engagement: April 23 - June 23
- Tender Issued: July '23
- Suppliers submit bids: August '23
- Evaluation Period and Clarification of any Non-Compliance: Sept '23 - November '23
- Award and Implementation: Dec '23 - Jan '24.

Computing- Desktop and Notebook Agreement - National ('NDNA') - ITS5071 LU **MK**

Individual price lists and buyers' guides on behalf of the recently commenced agreement continue to be added to the HE Contracts database on a regular basis and are available together with both the evaluation and the bidder responses in their entirety alongside the main agreement buyers' guide and other materials relating to the agreement.

The first round of NDNA review meetings were undertaken between 16-25 January 2023 and the draft minutes from these are on HEC together with any supplier presentations, the updated NDNA benchmark pricing exercise and the most recent Sales Management Information (Q2 eta w/e 14 April). Actions arising from the meeting are presently being progressed with each of the attending OEMs. The next round of reviews are expected to be held in early October 2023.

Price-related discussions, some of which going back to August 2022, were satisfactorily concluded during February and March with HP, Dell and Lenovo; relevant information has been updated to HEC.

Over 120 delegates registered for the NDNA launch event held 28 March 2023. The 30-minute presentation written and delivered by the Agreement Manager with accompanying Q&A session is available for viewing via [YouTube](#) while the slides can be downloaded from HEC.

Computing - National Education Printer Agreement (Provision of Print Equipment and Managed Print Services) - National ('NEPA2') - ITS2006 NE **MK**

Epson have replaced XMA with XBM as a Lot 2 reseller, XBM are a specialist provider of office and production print equipment throughout the UK.

Extension letters for 12 months were issued in January to take the framework end date February 2024. The majority of agreement spend remains via Lot 2. Review meetings were held with HP & Epson during the last quarter.

Computing - PCs with Apple Operating Systems - National - ITS6004 HW **MK**

New Apple Products were announced in January including a new MacBook Pro M2 14" and 16" and Mac Mini. A new iPhone 14 (yellow) was then announced in March.

Updated price lists have been uploaded to HE Contracts and APUC's catalogue to reflect the new products.

Weekly updates are being sought from the suppliers regarding product availability and lead times and shared with members. The position has improved since the last quarter and appears to be more stable. The key message continues to be for customers to engage with suppliers at the earliest opportunity, particularly high-volume requirements.

The planned session on Supplier Responsibility for UACG members that was due to be held 30 March was postponed due to lack of numbers. A doodle poll will be circulated to canvass availability for a rearranged session. The next round of Supplier Review meetings will be held in May 2023.

Computing - IT Equipment Reuse Recycling and Disposal - National - ITS3082 NW **MK**

The IT Equipment, Reuse, Recycling and Disposal (ITAD) Agreement lead at NWUPC has been notified of changes to the ADISA Standard and Certification, which was a requirement for the ITAD Framework. The ADISA 7.0 Standard has been withdrawn and subsequently replaced

by ADISA Standard 8.0 which is more robust in terms of compliance.

Under this new standard, there has been an introduction of a rating system for asset disposal, the DIAL Ratings, for the specification of risk treatments to meet asset disposal needs. Further information on the DIAL Ratings can be found in the updated User Guide under Responsible Procurement on HE Contracts and in the ADISA ICT Asset Recovery Standard 8.0 document, which is also available on HE Contracts.

DIAL Rating 1 is the closest to ADISA Standard 7.0 and will be considered as the standard risk treatment for collections done under the framework. The three agreement suppliers, which are Stone, Protech City and Rapid IT Recycling, may require members to complete a DIAL Certification as part of their compliance. Members have the option to specify a blanket DIAL Rating in writing to the appropriate supplier account manager either within the contract or for contracts already in place.

Jisc Network Equipment Framework – ITS5063 LU **MK**
Service reviews covering the Nov 22 - Jan 23 quarter were held in March with each of the 28 suppliers, covering the usual areas of performance, reporting/invoicing and framework usage updates.

The uptake on the framework continues to be healthy, during January the spend was just over £3.6m, an increase to just under £5m in February and a slight dip to £4.9m during March. With some March data delayed due to the Easter Bank Holiday, this final figure may increase. The next service reviews are scheduled to take place in mid-May and will cover the Feb-April 23 quarter.

The ITT for the replacement to ITS5063 LU was issued at the end of January 2023, and closed at noon on the 3 April. The responses are presently being evaluated.

Jisc Simulated Phishing Service and Associated Training Framework **MK**

There have been 48 confirmed orders so far on the framework with a total spend of just above £139.5k.

Service reviews covering the October 22 to March 23 period will take place mid-April.

Jisc SMS Framework – ITS5053 LU **MK**

The sales report on the framework show order totals were 63 in December, 86 in January and 84 in February.

Jisc Vulnerability Assessment Service and Tools Supply Framework – ITS5066 LU **MK**

There have been 40 orders so far on the framework with a total spend of just over £359k. Service reviews covering the Nov 22 – Apr 23 period will be held in May.

Jisc Web Filtering & Monitoring Framework **MK**

There have been four confirmed orders so far on the framework with a total spend of just above £39k

Service reviews covering the Aug 22 – Apr 23 period will be held with suppliers in April.

Computing – General Matters not covered elsewhere

There have been 18 orders so far on the Jisc Global Education Access framework with a total spend of just over £334k by 18 different organisations. Documentation for the potential extension of this framework is being produced for distribution to the relevant people within Jisc.

The OCRE Cloud framework has now had 241 expressions of interest; of those, 169 (19 more since the previous report in January) have now signed call-off contracts with the various suppliers, to a total estimated value of £70.5m. The conservative, projected saving so far to the sector is £9.8m over the course of the framework.

The ITT for the new Telecommunications Framework was published on 16 March with a submission close date set for 17 April 2023.

The tender evaluation report for the replacement HENSS2 (Higher Education Networking Supply and Services Framework) is due to be issued to the TWP for their approval prior to award with letters to be issued to bidders as soon as possible after the Easter break. The agreement will most likely commence w/c 1 May.

Insurance

Insurance – Regional **MK**

Fortnightly transition meetings with representatives from both Gallagher and RMP continue with the most recent held 12 April and the next arranged for 26 April. Gallagher are presently collating and analysing the information shared by IG members as part of this year's renewal ahead of ensuring terms remain either unchanged or lower from last year's tender. With both Gallagher and the group seeking clarification and intentions around the 1 August 2023 renewal position, the preliminary indication is that no member should see an increase beyond that determined by new build and/or revised property values.

Two separate meetings involving Gallagher, the LUPC Directorate and to the joint Chairs and Vice-Chairs were held in February and March and looked at several areas including UMAL engagement and the future strategic direction of the group.

The annual, anonymised member benchmarking exercise was circulated 8 March (rev. 1 April), which allows members to compare indemnity limits, deductible values and a significant number of other indices across similar-sized institutions for example.

Half-yearly in-person service reviews were held between the ITSG and the three principal insurers (RMP, RSA and AIG PA & Travel) on 17 March. The account continues to perform well overall based on claims to the end of February 2023. Severe weather claims in recent years due to climate changes and the need to make adequate provision for predicted weather-related claims in the future had meant it necessary for the insurance industry to reduce their property target loss ratios to in some instances, below 50%.

Laboratories and STEMed

Laboratory – Life Sciences – Antibodies and Sera – LAB4042 SU **AR**

Note: This framework is one of four Life Science related agreements that will be combined create the next Life Science Framework Agreement LAB2010 NE. LAB4042 SU will now be included in Lot 2 'Materials' of the new agreement.

The ITT was published 11 October 2022 (61 suppliers expressed interest across all three lots)

The original go live date for this framework was 9 March 2023, but due to the number of bidders that had to be evaluated, go live has been delayed by a few weeks. The framework is scheduled to be live by the end of April 2023.

LAB4042 SU will run concurrently with the new agreement LAB2010 NE until the former expires in December 2023. LAB4042 LU will not be extended, and its technical scope will be amalgamated with the current requirement of Life Science Reagents and Kits (LAB2009 NE) to form the new Lot 2 ('Materials') of LAB20210 LU. This new Lot 2 will consist of 25 suppliers.

Laboratory Consumables and Chemicals - Inter-Regional (IRLA) – LAB4040 SU **AR**

The Tender Working Party (TWP) for the retender of this agreement was assembled in February 2023.

SUPC published a PIN on 27 February 2023 for this retender, and hosted a Supplier Day on 29 March which was well attended by the supplier market (including new, non-incumbent suppliers), although somewhat affected by a rail strike that day.

Work continues on the drafting of the Sourcing Strategy and the ITT documentation pack.

High Value Laboratory Equipment (HVLE) – LAB3123 NW **AR**

This framework is currently in its final extension year and is due to be retendered. The Tender Working Party (TWP) has met on a couple of occasions this quarter to capture requirements and redraft the tender documentation.

In preparation for the retender for this agreement, a PIN was published on 31 January 2023, and included a Supplier Engagement Survey, for suppliers to provide information that will assist with the lot design of the agreement.

Lab Gases (IUPC) – National – LAB4041 SU **AR**

Framework Review meetings were carried out with all incumbent suppliers throughout January 2023.

Lasers and Associated Equipment Dynamic Purchasing System (DPS) – LAB1022 AP **AR**

LAB1022 AP Lasers DPS is due to be replaced by a multi lot framework agreement LAB1032 AP Lasers and

Associated Equipment. This agreement will cover all aspects of laser equipment, associated repairs and servicing plus spares and optomechanical equipment.

Library

Serials, Periodicals and Associated Services Joint Consortia Agreement – Inter-regional Agreement (SUPC led) – LIB4038 SU **RD**

SUPC is arranging a short extension for the current framework. The new framework is forecast to be available to members 1 August 2023.

Office Supplies & equipment

Office Supplies – National – OFF3068 NW and Paper – Print and Specialist - OFF3117 NW **RD**

NWUPC is working on a replacement framework that will combine the current Office Supplies and Paper frameworks into one solution. It is expected that this will be available to members by August 2023.

Professional Services

Debt Recovery Services – National – PFB5044 LU **RD**

The ITT for the framework re-tender has been published with two lots: student focused debt recovery; and commercial focused debt recovery. The Framework is expected to be available to members by end of May 2023.

National Education Recruitment Advertising and Resourcing Services – PFB4038 SU **RD**

SUPC has launched this framework to replace PFB4036 SU.

Lot 1 (six suppliers)

The services cover all types of advertising services including recruitment of staff, advertisement creation and production, type setting and copy writing, media buying, art direction, brand management and where required full creative services for new advertising campaigns.

Lot 1 services incorporate:

- Candidate generation
- Website and microsites
- Digital creative services
- Social media services

Lot 2 (eight suppliers)

These services cover student recruitment marketing to attract UK and overseas students and are focussed on media buying and advertisement placement.

Full details are available for members in [HE Contracts](#)

Financial Services- National – PFB3114 NW RD
NWUPC is working on the replacement for this framework agreement and will be issuing an extension to the current framework.

Further information on the current agreement is available [here](#).

Global Workforce Mobility Services – PFB3135 NW RD
NWUPC is extending this framework to its third year (2024). HE Contracts will be updated shortly.

Further information on the current agreement is available [here](#).

Legal Services – PFB5069 LU RD
Three lot 4 (one stop shop) law firms have requested June 2023 price increases due to inflationary pressures. These are currently under review and restricted to a maximum of 5% by framework terms.

Further information on the agreement can be found [here](#). If you have any feedback, please contact Roy

Occupational Health and Wellbeing for Students and Staff – PFB5052 LU RD
The ITT for the re-tender of this framework is to be

published in April 2024. The new framework should be available to members by July.

Temporary and Permanent (TAP) Recruitment Services – PFB4037SU RD
SUPC is working on the replacement framework. The current framework is to be extended.

Supply of Taxi Services including Hybrid and Executive Cars—Regional – TRA5047 LU JM
The Category Manager is actively reviewing the next steps for re-tendering for this commodity.

Travel Management Services – National – PFB4039 SU RD
SUPC is working on the new framework agreement. It is expected to launch in August 2023.

Information correct as of 5 April 2023

INTERESTED IN ADVERTISING IN LINKED MAGAZINE?

We offer LUPC approved suppliers the opportunity to advertise in our quarterly magazine.

Benefits

- Circulation of more than 300 individual buyers at more than 80 member institutions plus all of LUPC's suppliers
- The magazine (including previous editions) is available to anyone who can access the LUPC website

Your support demonstrates to customers your commitment to LUPC agreements.

Advertisement Rates

- £175 +VAT for quarter page
- £300 +VAT for half page
- £500 + VAT for full page

10% discount available for booking 4 consecutive spaces in advance. We also have advertising opportunities on the LUPC [website](#) as well as competitive bundles, [click here](#) to learn more.

Get in touch with [Giorgia Varriale](#).



Let's talk....

Katie Watson, Head of Procurement, London Metropolitan University shares insights into her procurement career.

How long have you worked at your organisation? Just over 3 months.

How did you get into procurement? I joined a procurement organisation as a temporary Admin Assistant back in 2009 and found an unexpected passion for Public Sector Procurement. Since then, I have worked my way up through various role to Head of Procurement.

What do you most enjoy about your job? The variety - the fantastic thing about procurement is all the different people you get to work with and the diversity of projects you get to be involved in. No day is the same, and there is always something new to get your teeth into.

What's the worst thing that happened in your career and how did you overcome it? I had one particularly relentless supplier challenge a procurement I had undertaken - I knew the process we had followed was robust enough to see us through (and it did) but it was quite a stressful process to get to the award. We sought some legal advice to strengthen our response, but knowing we had followed a fully compliant

process meant we were able to respond confidently.

If you weren't in procurement, what would you be doing? I think possibly Project Management - one aspect I really enjoy about procurement is seeing a project through from start to finish, working through the different stages and seeing a successful outcome.

In your view, what value can working with the Procurement team bring to other areas in Estates, IT etc. I am a big believer of Procurement being seen as an enabler rather than a barrier, and engaging with the process is a great chance to understand what really is available. I always say (particularly to those reluctant to engage) that we are not here to make the decision for them but, through the procurement process we are able to gather and present all the available opportunities to them and lead them to the outcome that best meets their needs.

What advice would you give to people new to the sector? Get out and get to know your stakeholders - Procurement is the tool but what makes it

a success is the relationships you build - after all you are not going to get very far without any engagement! Procurement should be about collaboration and getting an outcome that works for everyone.

What do you think have been the main benefits of joining LUPC? Since being part of LUPC I have taken the opportunity to join many of the meetings and webinars that are available. It's a great chance to network with other procurement professionals and keep up to date with what's happening in the sector.

What are the key challenges ahead for your organisation, particularly in the current climate? With the current climate, it is very challenging to make any savings and, in reality, even mitigating cost pressures is a challenge. Now, more than ever, it's really important to look at what Value for Money really means and find other ways to provide value and efficiencies to your organisation.

What achievement are you most proud of (and why)? I take massive pride in my career to date - It's easy to underplay our achievements but I've worked really hard to go from Admin Assistant up to Head of Procurement over the past 14 years (with a couple of kids on the way) and it's great to look back and see how far I've come!

What would be your favourite book and luxury on a desert island? I'm an avid reader so to pick just one book to take to a desert island would be a challenge - Perhaps Lord of the Rings, as this is on my list to read and, since it's a nice big book, would keep me busy for a while. For my luxury, perhaps a nice sun lounger so I could sit on it and relax whilst I read my book!

PROCUREMENT 101: UNLOCKING THE POTENTIAL OF YOUR TAIL SPEND

Tough economic times can provide the perfect opportunity to analyse tail spend to improve spend visibility, challenge non-compliance, and improve customer behaviours. In this Procurement 101 article, LUPC Category Manager [Antonio Ramirez](#) advises on how to get to grips with tackling tail spend.

What is Tail Spend?

Tail spend can be defined as 20% of an organisation's spend making up 80% of transactions, often occurring without any influence or oversight from the Procurement Team. This mostly affects indirect categories, where end users purchase from a multitude of unvetted, suppliers delivering low-value items without a formal contract, usually under the suppliers' Terms and Conditions.

Customers might not be aware – or may choose to ignore – Procurement's policies and procedures which exist to protect customers

and keep the organisation safely within legislation. Procurement procedures will sometimes recommend or mandate a list of contracted 'official' suppliers who would have been selected via competitive tendering. In other cases, smaller transactions are left to go 'under the radar' of Procurement, as customers carry out spot purchases without any tendering or competitive quoting, which if unchecked can lead to considerable costs and risks.

Sting in the Tail: risks of unchecked tail spend

Engaging suppliers without a contract or careful

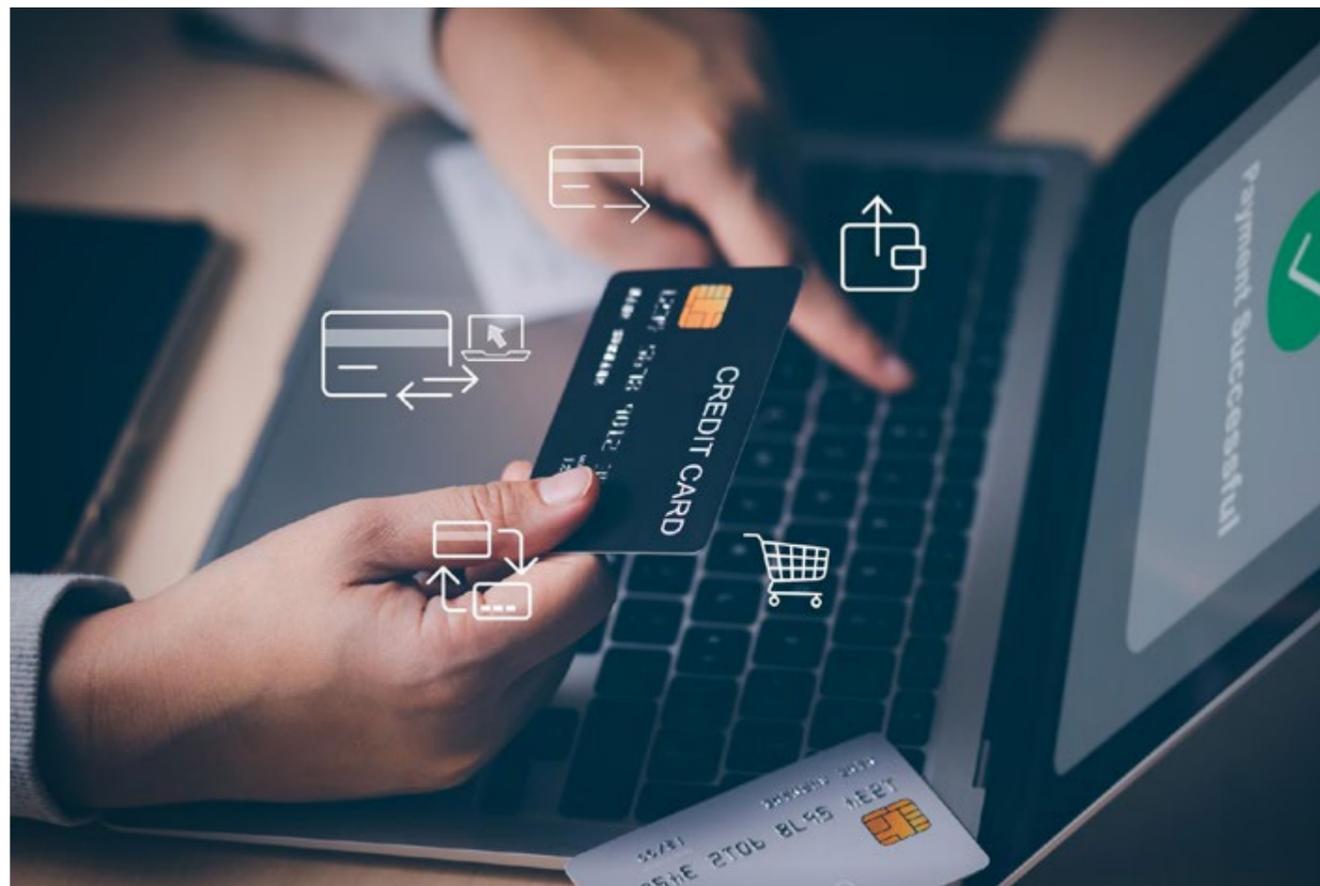
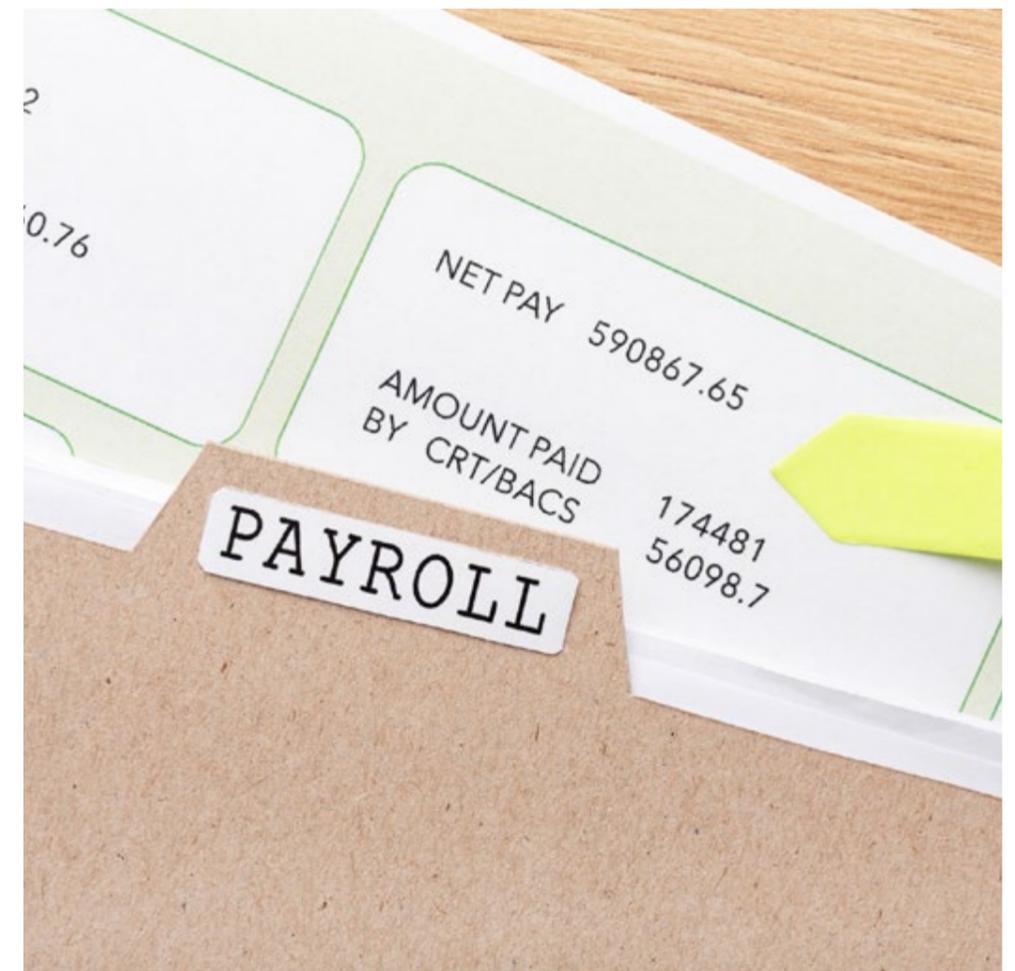
consideration can bring forth a myriad of issues, which can cost the customer much more than missed savings or low value losses. Purchasing air travel directly from consumer websites, or buying hardware or software products without the approval or input of IT, can have serious implications for the customer and their institution. Issues can range from non-refundable missed flights, unnecessary Health & Safety risks due to unauthorised caterers, and serious IT security breaches due to viruses from unknown sources.

In addition, there may be a risk of legal challenge from contracted incumbents if they become aware of spend going to rival firms.

With a little help from my friends

Investing resources in a deep dive of your spend data is a good place to start, ensuring the process also captures and analyses Purchase Card, electronic expense and paper expense data which are often missed. Identifying the hundreds or sometimes thousands of suppliers and categorising spend is a time-consuming process that requires stamina, but the real difficulty is influencing customers to change their behaviours and follow policy.

If Procurement lacks influence to do this, they could collaborate with other colleagues who may be at risk due to noncompliant tail spend. For example, Legal and Insurance teams would be affected by uninsured staff travel if they need to settle a dispute in a case where an employee



or student goes missing or is stuck abroad. Likewise, Payroll would want to have visibility of freelancer payments to ensure these are safely within IR35 regulations. Similarly, Finance would want to understand Purchase Cards usage patterns to prevent misuse, as well as keeping the supplier database under control by reducing the number of live suppliers managed by Accounts Payable, thus reducing fraud risk.

If the Procurement Department is able to provide clear and meaningful findings which could benefit other functions, they can all collaborate to tighten up policy compliance. A typical output of this type of Tail Spend analysis would be the creation of a Contracts Database ([see Linked Winter edition 2023, page 28](#)) to direct users to Procurement's approved suppliers. Involving teams such as internal communications, student services and HR can help spread the message via the Intranet, emails and new starter packs.

