

## Sustainable Procurement Working Group

Bath Spa University is committed to developing sustainable practices in all its activities, including procurement. The Sustainable Procurement Working Group sees this as an integral part of developing excellence in all our procurement activities. To achieve this, we will implement the Flexible Framework using a collaborative, inclusive and supportive approach, to make “best-practice” the default approach for all staff across the University.

### Terms of Reference

1. The Group will support the development of appropriate systems to ensure that all relevant legal compliance is met, particularly with respect to our obligations under the Modern Slavery Act 2015.
2. The Group will develop processes to ensure that environmental and social consequences of our procurement decisions are considered alongside financial.
3. The Group will develop a stepped approach to achieve Level 4 in the Flexible Framework by 2020 and oversee its implementation.
4. The Group will share resources to ensure that the necessary training and awareness is made available to staff involved in procurement from across the University.
5. The Fairtrade Steering Group will act as a sub-group to the Sustainable Procurement Working Group

The Group will meet at flexible intervals depending on need but this will begin with quarterly meetings during the 2017/18 academic year.

The Sustainable Procurement Working Group will report to the Environmental Steering Group (ESG).

The agendas and minutes of the Sustainable Procurement Working Group will be made available to ESG members directly and to all staff via the Sustainability web pages.

### Sustainable Procurement Working Group

Membership is drawn from the Purchasing team, academic and support staff and students.

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