

Sustainable Procurement Topic Support Networks

26th September

University of Edinburgh, 2.30pm - 4.45pm [website](#)

Attendees:

Alain Leger	(AL)	University of St. Andrews
Alexandra Henderson	(AH)	EAUC
Barbara Munro	(BM)	APUC Ltd
Billy Hislop	(BH)	University of Edinburgh
Colin Elliott	(CE)	University of Stirling
David Somervell	(DS)	University of Edinburgh
Karen Bowman	(KB)	University of Edinburgh
Louise Aird	(LA)	University of Dundee
Margaret Lochhead	(ML)	University of Edinburgh
Peter Brown	(PB)	Scottish Government
Sara McGowan	(SM)	MACE/Zero Waste Scotland
Sarah Hayward	(SH)	EAUC
Stephen Connor	(SC)	APUC Ltd

Apologies:

Kirsty Hughes	(KH)	Heriot-Watt University
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1	<p>Welcome and Introductions</p> <p>KB welcomes the group, introductions pursue. Noted this is the third Sustainable Procurement Topic Support Network, the last one was on the 9th March.</p>
2	<p>APUC Update, from Stephen Connor</p> <p>Summary of COUP (Conference on University Purchasing).</p> <ul style="list-style-type: none"> • Takes place every two years, bringing together all university purchasing staff from across the UK. • One of the main speakers was Dr Roberta Sonnino, from Cardiff University, an academic talking about Sustainable Food Procurement. Two breakout sessions, one talking about the legacy of the Glasgow 2014 games and one lead by Janine Hamilton from the Sustainable Procurement Centre of Expertise, Leeds speaking on the Marrakesh Training. <p>Procurement Capabilities Assessment, all universities present at the meeting are exempt this year.</p> <p>APUC planning their forthcoming training programme, information will be circulated once dates are confirmed.</p>

3	<p>Presentation from Peter Brown, Update on Sustainable Procurement from the Scottish Government Please find presentation here.</p> <p>Peter Brown, new Sustainable Procurement Manager at the Scottish Government.</p> <p>Key points:</p> <ul style="list-style-type: none"> • Currently, sees procurement information on Scottish Government website complex and not focused. Hopes to improve and condense it. Looking around for international best practice. • <i>Marrakesh Task Force</i> being brought to Scotland through Zero Waste Scotland, but likely to be adopted nationally. Fit for purpose and trialled last year with 60 key buyers, mainly Central Government and Local Authority – feedback was positive, very user-friendly, allowed their tools to hang off the methodology. Based on feedback plan to roll it out. • <i>Marrakesh Training Sessions</i> will train key buyers (not going to use the train the trainer approach) to take back as line management function. 2-3 training sessions with 45 delegates. Training for sector will be bespoke, with extensive amount of consultation and additional e-learning modules, supported by new website and case studies. Currently evaluating bids. • <i>Additional Marrakesh Training information</i> – intensive 2-day training, fully funded, including accommodation and meals. Going to spread them across the country. • <i>Sustainable Procurement Bill</i> will feature in the Second Parliamentary Session. • <i>Procurement Conference</i> will be held in Glasgow in October. <p>Following the presentation from PB discussion by the TSN group peruses.</p> <p>Key points to come from the discussion:</p> <ul style="list-style-type: none"> • General group found information encouraging and positive, particularly streamlining the information on the webpages. • CE asked what the expected time scales for the training would be. <ul style="list-style-type: none"> ○ PB suggested they may be forced to run some training before the end of March but ideally pushing for past April. Dependent on annual funding allocation. Want to get training material right. • KB suggests the EAUC/APUC group could work as a forum to review the training. <ul style="list-style-type: none"> ○ PB happy to share 3-day module slides (plan to be condensed into 2-day) and get feedback. Looking for case studies and key areas for the sector, would need information back by early February. • DS highlight the consultants must be aware of the annual reviewing and make sure the two work in line with each other. <ul style="list-style-type: none"> ○ PB states this information should all be included when reviewing the materials. ○ KB agrees the sector will be able to tailor the information.
4.	<p>Update on Flexible Framework and Risk Matrix, from Karen Bowman</p> <p>Key points to come from the presentation:</p> <ul style="list-style-type: none"> • Initially took the Scottish Sustainable Procurement Action plan, looked at targets within that and considered what we were already doing.

	<ul style="list-style-type: none"> • Developed a Framework and a Risk Matrix behind that. • Recently re-scored themselves. • It is a model but sounds like it will fit neatly within the Marrakesh Task Force. • It is in public domain. • Organisation specific. • Visit website to see the framework. <p>PB confirms this system can be built into the live training.</p>
5.	<p>Presentation from Sarah Hayward, 'Bringing LiFE to the Sector' Please find presentation here.</p> <p>Sarah Hayward, Learning in Future Environments Programme Manager at the EAUC. LiFE is due to launch on the 1st November.</p> <p>Key points:</p> <ul style="list-style-type: none"> • Core aim is to look at social responsibility and sustainability in the sector. • Sector-led and sector specific aimed at universities and colleges across the UK. • Has gone international and is being trialled in Australia. • Looking at everything an institution does, taking a brand new holistic approach. <p>Following the presentation from SH discussion by the TSN group peruses.</p> <p>Key points to come from the discussion:</p> <ul style="list-style-type: none"> • KB asks about the origins of LiFE. <ul style="list-style-type: none"> ○ SH clarifies LiFE is funded and supported through all four UK funding councils, delivered through the EAUC and in partnership with University of Gloucestershire and ACTS. Four advisory panels working on the content. • KB asks is the information you upload private or can the public see it? <ul style="list-style-type: none"> ○ SH – the online system will be totally unique to your institution and documents can only be viewed by people in the university itself. It is only when you come to reporting that you can then choose how much or how little you wish to share, however we would encourage you to share as much as possible.
6.	<p>Where to next? Establishing an action plan for the TSN</p> <ul style="list-style-type: none"> • Aim to have next meeting at the end of February. • Arrange a smaller working group to look through Marrakesh training programme and feedback. • In the future it would be positive to join up Waste and Procurement TSN groups. Zero Waste Scotland could come and do a session. Got to be a topic to encourage a range of environmental specialists.
7.	<p>AOB None.</p>
8.	<p>Next meeting Next group meeting could be held at end of February, we could invite consultants along to speak and discuss the updates to Marrakesh Training.</p>

Notse prepared by Alexandra Henderson (EAUC-S Environmental Events Intern)