# LONDON UNIVERSITIES SUSTAINABLE PROCUREMENT GROUP

**1.      Introduction**

"Our vision is that, within the next 10 years, the Higher Education sector will be recognised as a major contributor to society's efforts to achieve sustainability – through the skills and knowledge that its graduates learn and put into practice, and through its own strategies and operations"

*Higher Education Funding Council for England (HEFCE), 2005*

The Group aim to support this by :

1.1      Developing the principles and practices of sustainable procurement within Higher Education Institutions (HEIs) via support to its members on a range of issues specified in the Terms of Reference.

1.2      Identifying and sharing information from members and relevant partners to support the Group aims, including the potential for collaboration with relevant partners, potential funding and events of interest.

1.3      Developing awareness of the contribution Greater London HEI's can make to creating sustainable procurement practice.

1.3      To identify best practice among the group and facilitate adoption of the practice by other members.

**2.      Terms of Reference**

2.1      Membership of the Group is open to all Higher Education Institutions (HEIs) in Greater London.

2.2      The Group will focus on Supply Chain management and development including SME's,

2.3      *Developing the Principles and Practices of Sustainable Development*
          The Group will support members to sustainable procurement within their Institution including, but not limited to:
- Gaining active senior management commitment for sustainable procurement
- Sharing best practice on the creation and review of HEI's written Sustainable Procurement policy, including a commitment to :
- Supporting the inclusion of sustainable objectives within HEI's Procurement Sections job descriptions

2.4      *Identifying and Sharing Information*
          The Group will provide a forum to consider practice that can be learned within Greater London HEIs on the implementation of sustainable procurement

          The Group will provide a shared source of links and information to support the implementation of sustainable procurement

          The Group will disseminate information to members via regular meetings and email communications.  The intention is to develop a web site which will be hosted by a member.

          Members will be asked to share information to the Group on attendance at events and share other expertise where relevant, this may take the form of time limited sub-groups.

2.5     *Developing awareness of the contribution Greater London HEI's can make to creating sustainable procurement practice.*

The Group will keep informed of market conditions, existing and new legislation and local, national and international government initiatives relating to sustainable Procurement.

The Group will make links with and support those lobbying for sustainable procurement to be incorporated in teaching and research activities in HEIs developing awareness of the contribution Greater London HEI's can make to creating sustainable procurement practice.

The Group will invite speakers and promote best practice in

The Group will produce a periodic report on its activities and on sustainable procurement.

2.6     *To identify best practice among the group and facilitate adoption of the practice by other members.*

The group will analysis the practice from each member institution and benchmark against other comparable organisations.   The group will use this to indentify best practice.

The group will promote the use of indentified best practice.  Members will support each other in implementation.

## 3.     Operational Items

The following comprises a list of operational items that the Group will consider in its work, to be varied as and when necessary

- Supply chain Management and development
- Waste elimination, waste disposal, packaging
- Recycling
- Energy use
- Social Factors
- Product design
- Product materials
- Use of SME's
- Transportation and delivery
- Logistical travel plans
- Health and Safety
- Verification of certification
- Kite-Marks and standards

## 4.     Chair

2010/11 - John Burgess (UCL)