

POLICY STATEMENT

Sustainable Procurement Policy Statement

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Cardiff University's Sustainable Procurement Policy Statement

Corporate Social Responsibility (CSR) and Sustainable Development should contribute to a better quality of life for everyone, now and for future generations to come. This policy statement underpins the following objectives by the University:

- Social progress
- Effective protection of the environment
- Prudent use of natural resources
- The maintenance of high and stable levels of economic growth and development.

Sustainable procurement is about embedding the principles of sustainable development into spending and investment decisions. Cardiff University is committed to meeting its needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the University, but also to society and the economy, whilst minimising damage to the environment.

The purpose of the Sustainable Procurement Policy Statement is to set out the principles for the Strategy and action plan on which sustainable procurement activity within the University will be based.

Cardiff University's Environmental Management System (ISO14001) outlines its current and future environmentally sustainable agenda, and commits it to a process of continuous improvement across its research, teaching and operations. Taking sustainable development issues into account during the procurement cycle can support the process of meeting the above objectives. This means looking beyond the initial price to take account of whole life costs, quality and other benefits.

In particular, account will be taken of the following:

- Environmental impacts
- Social and Economic Issues
- Health and Safety
- Equality and Diversity, including Accessibility

This Sustainable Procurement Policy Statement serves to prompt all staff and postgraduate students involved in the procurement of goods and services to include sustainability as a factor in their purchasing decisions. The policy will impact on the activities of all buyers, and those staff and postgraduate students involved in purchasing. Tenders must take into account the considerations of this policy statement, where applicable and reasonably practicable. This will include any legislation relevant to the purchase. The policy statement is applicable to all University Colleges and Professional Services. University staff will develop specifications, in conjunction with the Purchasing Section as necessary, which assist in ensuring that:

- ✚ The Purchasing Section will be involved at the earliest opportunity to provide advice & information about relevant requirements, processes and procedures.
- ✚ Goods that can be used and disposed of in an environmentally responsible way are considered. Also Services that are structured and carried out in an environmentally responsible way.
- ✚ Items with a high recycled content are used wherever practicable
- ✚ Whole-life cost and energy usage is considered prior to purchase in line with the University carbon Management Plan

In determining how specific aspects of sustainability can be incorporated within major contracts, Sustainability Risk Assessments will be undertaken. The University will use the Welsh Assembly's 'Sustainable Procurement Assessment Framework' (SPAF) to set goals for improvement across the organisation. The Purchasing Section will monitor progress and contribute towards procurement related objectives and actions within the University's Environmental Management System.

This Policy statement is supported by a Sustainable Procurement Strategy and Action Plan