

Procurement Unit

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## SUSTAINABILITY POLICY

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## **CARDIFF METROPOLITAN UNIVERSITY SUSTAINABLE PROCUREMENT POLICY**

### **Background**

This policy describes the framework within which Cardiff Metropolitan University procurement will conduct its activities in order to contribute towards Cardiff Metropolitan University's sustainability (or corporate social responsibility) objectives.

### **Cardiff Metropolitan University Organisational Sustainability Policy Statement**

"Cardiff Metropolitan University embraces a wide definition of sustainability based on engaging in development that meets the needs of the present without compromising the ability of future generations to meet their own needs. It recognises and supports the Welsh Assembly Government in implementing its legally binding duty to pursue sustainable development in all it does.

As a major user of physical, natural and human resources, Cardiff Metropolitan University acknowledges its responsibility for ensuring that its operations are conducted in sustainable ways. To operationalise its aims to protect and, where possible, to improve the environment, Cardiff Metropolitan University promotes an awareness of sustainable development and environmental issues through its practices and will develop appropriate management systems to monitor and improve its own environmental performance on an ongoing basis".

### **Sustainable procurement Policy Statement**

Procurement plays a key role in influencing the delivery of any organisations' contribution to sustainable development. Cardiff Metropolitan University procurement will utilise its position in the organisational supply chain to influence all aspects of needs definition, acquisition, service delivery and product utilisation and disposal to ensure that environmental and sustainable factors are embraced within the framework of value for money in the public sector.

### **Key policy principles**

To encourage all those involved in conducting purchases on behalf of Cardiff Metropolitan University to be considerate of environmental and sustainable issues in all their purchasing activity.

To encourage the elimination of hazardous materials in our purchases.

To encourage the reduction of waste in both goods and the packaging of goods.

To encourage the reduction of environmental impact through excessive or unnecessary travel or the utilisation of more environmentally friendly vehicles or the use of video conferencing.

Ensure that framework and other centrally-managed contracts provide a choice of products that are made entirely or partially from recycled material or post-consumer waste and that wherever possible, packaging is made from recycled or biodegradable material.

To encourage a culture of re-use and recycling of goods.

Wherever viable, reorganise or redesign processes to require less goods or energy or to produce less waste or harmful emissions.

Compile specifications that have been drawn up to encourage or favour, whenever appropriate, sustainable goods, services and works and to minimise environmental impact during use.

To make contract opportunities accessible to all potential suppliers through the utilisation of tools and services aimed at wider supplier involvement (e.g. Buy4Wales), by working to the principles of charters such as WAG's 'Opening Doors' and by utilising, wherever possible, simpler or standardised documentation.

Procure goods, services and works from suppliers and contractors that have submitted to an approval process that includes appropriate evaluation of their environmental policies.

To ensure that Cardiff Metropolitan University conducts all aspects of its procurement activity without any prejudice or inequality of opportunity.

To establish partnerships with suppliers who share Cardiff Metropolitan University's vision and commitment to sustainability. This will be sought through:

- Achieving or exceeding all statutory requirements relating to all aspects of sustainability and environmental protection.
- Developing policies to promote waste reduction and increased recycling of materials throughout the supply chain.
- Implementation of whole life cost techniques for measuring environmental performance. This involves looking at total supply chain costs from initial manufacture through to residual costs such as disposal of packaging.
- Use contract management processes to further develop dialogue and devise actions to deliver more sustainable outcomes throughout our supply chain activity.