

# Sustainable Procurement Policy

2025 - 2027



Edge Hill  
University

# Sustainable Procurement Policy

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## Summary

Edge Hill University is committed to enhancing sustainability through its supply chain activities. This policy outlines our commitment to integrating environmental, social, and governance (ESG) criteria into our procurement process to promote sustainable development and responsible business practices.

We recognise that procurement has a significant impact on the environment and, as such, we are committed to reducing this impact as much as possible. This Sustainable Procurement Policy reflects the principles for a procurement strategy that is in keeping with the University's wider environmental sustainability policies and strategies, Carbon Management Plan, and commitment towards People and Planet.

## Scope

This Policy applies to all procurement activities undertaken by Edge Hill University, including the acquisition of goods, services, and works. It applies to all departments and employees involved in procurement processes.

## Purpose

The purpose of this policy is to outline the University's approach to sustainable and ethical procurement, ensuring that all procurement activities contribute to our sustainability goals. By prioritising sustainable procurement, we aim to:

- Reduce our environmental impact.
- Support ethical labour practices.
- Promote social equity.

This policy supports the delivery of the University's environmental, social and corporate responsibilities through an ethical approach whilst meeting the procurement requirements outlined within the University's Financial regulations.

## Core Principles

**Environmental Sustainability:** Prioritise suppliers committed to reducing their environmental footprint through renewable resources, waste minimisation, and carbon reduction.

**Social Responsibility:** Engage with suppliers who uphold ethical labour practices, support fair trade, and contribute positively to their communities.

**Economic Viability:** Ensure procurement decisions are economically sound, balancing cost- effectiveness with sustainability considerations.

## Policy Commitments

To embed this Policy across the Institution, the University commits to:

- Providing support, training, and development for staff and budget holders on sustainable procurement principles.
- Reviewing key environmental risks and opportunities associated with high-risk, high-expenditure commodities.
- Raising supplier awareness of this Policy and their role in sustainable procurement.
- Promoting supplier use of NETpositive Futures to measure sustainability efforts, ensuring that suppliers are actively encouraged to engage with the wider principles of sustainable procurement.
- Ensuring supplier compliance with relevant environmental legislation.
- Assessing suppliers' environmental credentials during selection processes, where appropriate.
- Encouraging staff (and students, where possible) to critically assess the need for new products/services, considering reuse, rental, and resource-sharing.
- Specifying products and services with lower environmental impact, such as low-carbon goods and reduced packaging.
- Applying whole life cycle costing techniques in procurement.
- Effectively communicating this policy to all stakeholders.
- collaborating with suppliers, stakeholders, and the wider community to promote sustainability throughout the supply chain.

## Targets

1. Embed circular economy approaches within procurement and related practices by 2030 as outlined in the Waste and Resource Strategy 2024-2029.
2. Including NETPositive Futures engagement in all contracts and contract management exercises.

## Objectives

**Supplier Evaluation:** Systematically evaluate suppliers based on sustainability credentials, including environmental policies, social impact (CSR), governance practices, and compliance with Modern Slavery standards.

**Sustainable Criteria:** Incorporate standard sustainability criteria and questions into procurement specifications to ensure environmental and social standards are met.

**Training and Awareness:** Provide training and resources to procurement staff to enhance understanding and encourage responsible decision-making.

**Continuous Improvement:** Regularly review and update procurement practices to align with evolving sustainability standards and best practices.

## Governance

Members of the Institutional Sustainability Committee have responsibility for the oversight of this Policy. Some Committee members also have specific responsibilities relating to their role within the University.

Guidance and advice on sustainable procurement will be provided through approved procurement documentation and in collaboration with the Procurement Manager during procurement exercises.

## Monitoring and Reporting

We will establish key performance indicators (KPIs) to measure the effectiveness of this Policy. Progress will be tracked and reported on regularly, at a minimum through the Institutional Sustainability Committee, to identify areas for improvement.

## Key to Relevant Documents

Environmental Sustainability Strategy


Modern Slavery Statement

Strategic Plan

University Financial Regulations

Waste and Resource Strategy

## Endmatter

Title	Sustainable Procurement Policy
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Approvers signature	
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