

Procurement Leadership Group

14th November 2023

Meeting Actions:

- Jenny to add Anthony Hanley to the list for the Collaborative Approaches working group.
- Jenny to add Warren Lynes to the list for the SMEs working group.
- Other members of the Procurement Leadership Group wishing to join the Collaborative Approaches working group, please reach out to Jenny.
- EJ Allen to send through a list of modern slavery resources in the School which are tailored for procurement.
- EJ Allen to send through the Modern Slavery Group's priorities for next year when ready.
- Chris Williams-Lilley to send through a list of carbon resources in the School which are tailored for procurement.

Welcome and Introductions

Shaun McCarthy started the meeting by welcoming the Group, welcoming new members, and introducing Sarah Chatfield to the Group as a new Sustainable Procurement Consultant with Action Sustainability. Sarah will work with Shaun and Jenny on this Group going forward.

SMEs - subgroup update

Sarah gave an update on the process we have come up with for the SMEs subgroup, explaining that the team are in the exploratory phase of this subgroup. It has been divided into two work streams, looking at procurement of SMEs and procurement by SMEs.

The procurement of SMEs work will involve a Buyers workshop, due to take place on the 30th of November, followed by a Suppliers workshop in the new year, and then a joint workshop to bring together everything that was discovered in the first two sessions and come up with an action plan.

The procurement by SMEs work involves a learning pathway of resources, curated by Sarah, looking at core procurement skills. The SME members will complete this, before attending a workshop in January to obtain feedback and comments. The team will then use our findings to develop objectives and an action plan for this work stream.

Shaun gave an overview of what the objectives of the procurement of SMEs group are, saying that the idea is to understand from the SMEs actually how well do their customers procure their services, and to understand from the buyers how well they think they procure SMEs.

Collaborative Approaches - subgroup update

Shaun began by asking the Group if this working group is still of interest, as we haven't had many volunteers to join.

Part of the work of this subgroup would be to review the content already available on the School and decide whether more promotion is needed, or if we need to create additional content.

Due Diligence in Supply Chains

Shaun moved on to introduce Emma-Jane Allen (EJ) as a presenter. One of the priorities set out by this Group was due diligence and supply chain mapping. EJ leads the Modern Slavery Group within the School, and therefore the team would like to understand what this Group is doing, how the Procurement Group can get involved, and whether there is more that this Group would like to do in this area.

EJ went through the priorities for the group for the current FY:

- Reviewing resources and workshop materials, keeping these up to date.
- Looking at developing practical support to help operational teams with identifying and responding to modern slavery and labour exploitation (currently in the pipeline to be launched in February).
- Developing a common heat map approach, methodology or guidance to help people identify modern slavery risks (currently in the pipeline to be launched in March).
- Remediation as a topic for events and webinars, and trying to capture case studies.

EJ went through the different workshops that are available for Partners to book, as well as public sessions that the School hosts: Introduction to Modern Slavery; Due Diligence in Combatting Modern Slavery; Using Procurement & Supply Chain Management to Combat Modern Slavery.

EJ referenced the following resources during her presentation:

- [Addressing modern slavery risks in solar PV supply chains – procurement guidance](#)
- [BS 25700: Organizational responses to modern slavery](#)
- [Operation Cardinas – lessons learned](#)
- [Model contract clauses to protect workers in international supply chains](#)

Shaun then recommended that this Group works with EJ and the Modern Slavery Group to understand what resources they would recommend for procurement people around this topic. A subgroup can the work on reviewing these resources, feeding back on what's most relevant, and creating learning pathways that are readily accessible to members.

Managing Conflict in Big Infrastructure Projects

Elise Groulx was our guest speaker for this meeting, discussing engaging with stakeholders, which complements the Collaborative Approaches subgroup.

This work was touched on more during the business planning process of this meeting.

Climate Action Group

Chris Williams-Lilley then took the Group through the structure and outputs of the Climate Action Group, in order to figure out how this aligns with the Procurement Group's priority of 'de-carbonising the supply chain'.

Similarly to the work proposed in teaming up with EJ's Modern Slavery Group, Shaun has suggested that Chris recommends Carbon resources might be relevant to procurement, either for the Group's internal teams or for their suppliers.

Business Planning

Shaun led the Group through the Business Planning process, using a virtual whiteboard.

This was a cut-down version of the School's Business Planning process, as this Group had already established its priorities, and therefore this was to discover how the Group wanted to go about tackling the priorities already set.

Thank you to those of you who contributed to the business plan board. The School team will feed this back internally, as well as get sign-off from the Board, and will present back our Business Plan for FY 24/25 at one of the Procurement Leadership Group's upcoming meetings.

AOB:

The next meeting will take place on 14th February 2024, 10:00 – 12:00. Please accept/reject the calendar invite accordingly.

The meeting invites for the next financial year have already been sent. Again, please accept/reject these accordingly.

