

### **Introduction from the Chief Operating Officer**

Modern slavery is a crime and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain.

We are committed to ensuring our practices do not support organisations or individuals who engage in slavery and human trafficking.

**This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes our slavery and human trafficking statement for the financial year ending 31<sup>st</sup> July 2016.**

### **Organisational structure**

We are a leading UK university in the higher education sector, with a reputation for excellence in teaching and research, strong links with business and industry and unrivalled sporting achievement. The University has over 17,000 students and over 3,500 staff. In 2015-16, we had total income of £291 million and total expenditure of £275 million.

Loughborough's Chancellor is the formal principal officer. The Chancellor is also an ex-officio member of the University Council and confers degrees on Loughborough's graduates. The day-to-day running of the University is the responsibility of the Vice Chancellor and President, Professor Robert Allison, who is the academic and executive head.

The Vice Chancellor works closely with the [Academic Leadership Team](#) which includes: the Provost and Deputy Vice Chancellor, three Pro Vice Chancellors, the Chief Operating Officer, the Director of Finance and ten School Deans. He also works closely with other senior officers.

The University Council is the governing body, responsible for the University's strategy and overall governance. It is the official employer of all staff and meets four times a year. Its Chair is the Senior Pro Chancellor, Sir Peter Bonfield.

The University Senate is responsible for the academic work of the University, academic awards, teaching and research quality. Its membership is drawn from the academic staff of the University.

The University has [20 academic schools and departments](#), over [100 research groups, institutes and centres](#), and over 35 [professional services teams](#).

### **Our supply chains**

We categorise our procurement spend as follows: *(The percentage split is indicative)*

Estates/Construction	44.5%	Library	3.8%	Office Supplies	1.1%
Professional Services	12%	Catering	3.7%	Domestic/Cleaning	0.5%
Laboratory & Medical	11.1%	Miscellaneous	3.6%	Postal Services	0.3%
IT & Telecommunications	10.6%	Furniture	1.6%		
Travel & Accommodation	6%	Audio Visual	1.2%		

We have purchased NETpositive's Supplier Engagement Tool, which allows our suppliers to generate their own, bespoke Sustainability Action Plans, which includes context-specific modern slavery due diligence actions/measures. As suppliers use the portal to update their progress against their Sustainability Action Plan, we can run reports to establish the progress made across our supply base; informing future modern slavery and human trafficking statements.

### **Our policies on slavery and human trafficking**

We are committed to ensuring that there is no modern slavery or human trafficking in our supply chains or in any part of our business. During this reporting period, a member of the Procurement Team attended a training course to gain a fuller understanding of the Modern Slavery Act 2015 and best practice policies and procedures that can be established to mitigate the risk of modern slavery or human trafficking in the supply chain.

Our University Strategy, workplace policies and procedures demonstrate our commitment to acting ethically and with integrity in all our business relationships. In light of the obligation to report on measures to ensure that all parts of our business and supply chain are slavery free we have reviewed our procurement policies and procedures to assess their effectiveness in identifying and tackling modern slavery issues. Our HR policies and procedures reflect UK employment law.

The University's Procurement Regulations require compliance with the Modern Slavery Act 2015.

The University's Sustainable Procurement Guidance Note explicitly references the Modern Slavery Act 2015, with slavery and human trafficking included within the pre-procurement risk assessment tool. It also prompts consideration of the appropriateness of using labour standards (including ILO core conventions) as selection criteria.

### **Due diligence processes for slavery and human trafficking**

As part of our initiative to identify and mitigate risk we have not only reflected the requirements of the Modern Slavery Act 2015 in our policies and procedures, but also in our working documents. The risk of slavery and human trafficking within the supply chain is now flagged and mitigated within the Procurement Strategy checklist/template, pre-qualification/tender documents and the University's Standard Terms and Conditions.

The University's Procurement Team will now fully embed and improve our systems to:

- Identify and assess potential risk areas in our supply chains
- Mitigate the risk of slavery and human trafficking occurring in our supply chains
- Review/monitor potential risk areas in our supply chains

In doing so, we will engage with other universities and higher education purchasing consortia, not least the North Eastern Universities Purchasing Consortium (NEUPC) of which the University is a member, to agree how best our combined resource may be used to identify and review/monitor risks of slavery and human trafficking in our supply chains.

### **Supplier adherence to our values**

We have zero tolerance of slavery and human trafficking. As well as taking mitigating measures through the procurement process (adding appropriate pre-qualification/tender questions and standard contract clauses), we will use the Supplier Engagement Tool to monitor suppliers' progress in building such mitigation measures into their processes.

## **Training**

To ensure a high level of understanding of the risks of modern slavery and human trafficking in our supply chains, we will add them to our new rolling in-house Procurement training, as well as the mitigation measures mentioned above.

## **Our effectiveness in combating slavery and human trafficking**

We will measure our effectiveness in combatting slavery and human trafficking by charting the progress of our suppliers in responding to the relevant actions generated through the Supplier Engagement Tool.

Richard Taylor

**Chief Operating Officer**

**Loughborough University**

**On behalf of the Council of Loughborough University which approved this statement on 24 November 2016**