

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 31st July 2017.

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 2016-17, we had total income of over £300 million and total expenditure of £280 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	12.0%	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	6.0%	Audio Visual	1.2%		

We have undertaken a high-level risk assessment of our contracts, identifying where supply chains extend into sectors and territories that are high risk in terms of the potential presence of modern slavery. The high risk sub-categories identified are estates-construction, IT-hardware, catering supplies and services, laboratory supplies and personal protective equipment/workwear/sports kit/promotional leisurewear.

Modern Slavery training received by the Procurement Team has made clear the need for category managers to now undertake more detailed supply chain mapping/risk assessments for these high risk sub-categories.

Our policies on slavery and human trafficking

Our University Strategy, workplace policies and procedures demonstrate our commitment to acting ethically and with integrity in all our business relationships. We are committed to ensuring that there is no modern slavery in our supply chains or in any part of our business. 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 well as being reflected in our policies and procedures, the requirements of the Modern Slavery Act 2015 are built into our working documents. The risk of modern slavery within the supply chain is flagged and mitigated within the Procurement Strategy checklist/template, pre-qualification/tender documents and the University's Standard Terms and Conditions.

The University has purchased NetPositive Futures' Supplier Engagement Tool, which means our suppliers can access the tool free of charge to create a Sustainability Action Plan for their business. Where relevant, the tool identifies actions for the supplier to take in order to mitigate the risk of modern slavery within its supply chains. The tool allows the University to run reports to see individual supplier's/all registered suppliers' progress against the identified actions within their plan(s). The University's template contract award letter encourages suppliers to use the tool.

Furthermore, our processes include a modern slavery risk rating to inform ongoing contract management, which helps to ensure that any modern slavery mitigating actions are taken.

The University continues to 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 modern slavery in our supply chains.

Supplier adherence to our values

We have zero tolerance to modern slavery. As well as taking mitigating measures through the procurement/contract management process (including adding appropriate pre-qualification/tender questions and standard contract clauses), the University has expressed this policy at local business events throughout 2016-17, when explaining how the University buys goods, services and works to potential suppliers.

Training

To ensure a high level of understanding of the risks of modern slavery and human trafficking in our supply chains, we identify them in our new rolling in-house Procurement training, along with the mitigating measures detailed above.

Our effectiveness in combating slavery and human trafficking

The majority of tendering exercises undertaken by the Procurement Team during 2016-17 incorporated the standard modern slavery risk mitigating measures now built into our procurement process/working documents. Confirmation was gained for example from laboratory glove suppliers, mid-contract, that there is no slavery/human trafficking in their supply chains.

The University uses the NetPositive reporting functionality to check the progress, each month, of its registered suppliers in mitigating the risk of modern slavery in their supply chains.

Richard Taylor

Chief Operating Officer

Loughborough University

On behalf of the Council of Loughborough University which approved this statement on 23 November 2017