Lancaster University
Slavery and Human Trafficking Statement

Introduction

Organisational Structure

Lancaster University is a research intensive Higher Education institution in North West England, which operates on a global scale both in terms of student recruitment and research collaborations. Established by Royal Charter in 1964, Lancaster University currently has a turnover of around £270m, with an international student body of more than 12,000 students across four Faculties.

In addition to the main campus at Lancaster, the University has significant international teaching partnerships, and works in many other countries through research and exchange programmes.

Lancaster University is committed to the highest standards of human respect, as detailed in the values and behaviours set out in the University Strategy. Lancaster University staff are encouraged to engage actively to change the world through teaching and research, and also by leading on economic and social improvement.

We have identified the following main areas of risk to our activities from a modern slavery perspective: staff activities, mitigated by appropriate training, and supply chain procurement. These areas are addressed separately below, with reference to the steps being taken during the current financial year to manage these risks.

1) Supply Chain

Other than payroll costs, Lancaster University has an expenditure of around £80m annually plus a varying capital projects budget. The University applies robust Financial Regulations and operates a centralised procurement model to manage this expenditure appropriately. Terms and conditions have been updated to commit all contracted suppliers to meet their obligations under the Modern Slavery Act.

We have looked at each of the areas we spend money on, our categories and assessed the impact of the Modern Slavery Act.

Our categories of expenditure
Lancaster University’s supply chain falls broadly into the following categories of expenditure, which are:

- Estates-related
- Office Solutions
- Laboratory Consumables and Equipment
- Library
- Professional Services
- ICT Equipment and Services
We have zero tolerance to slavery and human trafficking and have updated our standard terms and conditions to mandate compliance to the Modern Slavery Act 2015.

Across our supply chain we use a recently developed online tool for recording supplier sustainability activities. All our contracted suppliers are invited to sign up to this HE Sector wide tool called NETpositive Supplier Engagement. This is still in the early stages of roll out, but will be a focus for engagement with suppliers over the coming year.

To allow us to target our activity where it can have the most impact, an exercise has been undertaken to assess areas having a higher risk of Modern Slavery in their supply chain. Laboratory consumables, ICT equipment, some parts of Estates-related spend and Catering have been identified as areas of higher risks.

**Laboratory consumables**

Much of our laboratory consumable purchases are made through Southern Universities Purchasing Consortium (SUPC) framework agreements. We have supported developments within the consortium which have led to many of the suppliers in this higher-risk category adopting codes of conduct and policies which prohibit the use of slavery and human trafficking. We shall continue to influence further strengthening in this area.

**ICT Equipment**

The University purchases the vast majority of its ICT requirements from HE Sector frameworks.

Desktop and notebook personal computers are purchased from an agreement let by the London Universities Procurement Consortia (LUPC). LUPC are a founding member of Electronics Watch, an independent monitoring organisation working to achieve respect for labour rights in the global electronics industry through socially responsible public purchasing in Europe.

**Estates- related: Cleaning, Security Services, Construction sub-contracting**

Lancaster University delivers its core cleaning and security services with in-house staff, however, suppliers are used to deliver services at periods of peak demand. We have long standing arrangements with an established group of reputable suppliers, many of whom are local SMEs.

We recognise our responsibility to both our tier one suppliers and to sub-contractors working on our construction projects and this is reflected both in contractual and operational arrangements.

**Catering**

The provenance of our food supply chain is of great importance to Lancaster University. In 2014, we were the first UK University to achieve the Gold Food for Life Catering Mark which guarantees nutrition, animal welfare, the environment and staff well-being are considered in
all decisions. In addition to local agreements, we source much of our catering requirements from The University Catering Organisation (TUCO) suppliers.

2) Staff Activities and Training

Modern Slavery and Human Trafficking have both been areas of research for the University. The Pentland Centre, a University Research Centre which promotes sustainability in business, focuses aspects of its research on the realities of global supply chains, and attempts to identify key success factors and the roots of ongoing systemic problems, including modern slavery. Similarly, the Violence & Society UNESCO Centre, a coalition of researchers based in eight departments across three faculties at Lancaster University, has a key research focus on human trafficking. The University will continue to research these areas and work to influence key policy and decision-makers.

Within the Procurement Team, as the area most actively engaged in the University’s operational response to the Modern Slavery Act, all members have undergone training. This training has also been delivered to those in other areas where it is deemed effective, for example within the Estates team. The University will continue to ensure that those who are involved in activities in which modern slavery and human trafficking could be an issue will continue to receive support and training.

The University sees a natural synergy between its actions in relation to the Modern Slavery Act and others related to human dignity, liberation and respect. The University has a number of policies in place to support and promote equality of opportunity, diversity and human rights. These include an Equality, Diversity and Inclusion Strategy which sets out how we apply our policies so that we are a fair and equitable employer.

Lancaster University also has established and robust complaints and whistle-blowing procedures, enabling staff and students to raise issues relating to modern slavery and labour rights violations through appropriate channels.

Our policies are available to all staff via our intranet site, and training in equality and diversity is mandatory for all new staff.

In addition to this training the University will continue to provide specific and mandatory training to staff working in HR, procurement, and in technical and operational roles to raise awareness of the issues of human trafficking and modern slavery. This training will concentrate on a greater understanding of our responsibility and the best practice associated with modern slavery. It will examine what modern slavery is and which industries and businesses are most likely to be impacted. It will help staff to spot the signs of exploitation and to learn how to protect vulnerable people.

This work will be overseen by the Equality, Diversity and Inclusion Committee and reported to Council.

3) Plans for the future

Following a review of the effectiveness of the steps we have taken this year, we intend to take the following further steps to combat slavery and human trafficking.
• Continue to better understand our supply chains and work towards greater transparency.
• Continue to promote the use of the framework suppliers and lobby via the purchasing consortia to ensure all suppliers have stated anti-slavery and anti-trafficking policies and procedures.
• Ensure all contracted suppliers have signed up to and are complying with our terms and conditions which include commitments relating to the Modern Slavery Act 2015.
• Designate within the Procurement Team a named contact point for persons to raise concerns.
• Review our policies relating to human dignity and equality, including related grievance and whistle blowing procedures, to ensure that these make specific reference to Modern Slavery.
• Record and monitor any allegations or incidents made to us by staff, suppliers or third parties and our responses.
• Continue to raise awareness by publishing this statement on our website and drawing attention to it through the staff intranet.
• Continue on an annual basis to review this statement and look to ways to enhance.

We will measure success in the following ways.

• Annual increase the number of suppliers using NETpositive Supplier Engagement.
• Number of staff trained in relation to modern slavery with training regularly reviewed and updated.
• Recording the number of contractors annually self-certifying their compliance with the act
• Recording the number of reported incidents each year and our responses to them.

This Statement will be communicated to all staff and placed in a prominent location on the University website.

This Statement has been approved and published by Council, the governing body of Lancaster University, and will be reviewed annually. The Equality, Diversity and Inclusion Committee, which is a joint committee of Council and Senate, will have responsibility for the oversight of the University’s activities and compliance in this area.

[Signature]
Pro-Chancellor, Chair of Council 24 November 2017