



Newcastle University Modern Slavery Statement Year ending 31st July 2022

This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes our Modern Slavery Statement for the financial year ending 31st July 2022. The statement was approved by Council on 12th December 2022.

1. Organisation structure and supply chains

Newcastle University is a higher education institution. Our 50-acre Campus sits in the heart of Newcastle city centre, and with campuses in Malaysia and Singapore, the University has a global reach.

We employ circa 6,600 colleagues across a range of occupations including front line operational roles, technical support, central services and academic colleagues delivering teaching to circa 29,500 students. We offer undergraduate, postgraduate taught and research degrees in over 60 subject areas; we lead world leading research, spanning a wide range of activity with a strategy to address major global societal challenges; and we enjoy strong research links with many European and other international universities. Our students and colleagues come from across the world.

The University Executive Board is responsible for managing the risk of modern slavery in all parts of the University's business. The University is committed to sound corporate governance and supports the Nolan Committee's "seven principles of public life" for the conduct of its affairs, namely: selflessness, integrity, objectivity, accountability, openness, honesty and leadership. We are committed to improving our practices to combat modern slavery. We expect all our colleagues to act with honesty and integrity. Our objective is to prevent modern slavery.

Charity status

Newcastle University is an exempt charity. Higher Education Institutions (HEIs) that are exempt charities are regulated by the Office for Students who perform this role on behalf of the Charity Commission in order to meet the requirements of the Charities Act 2011.

Governance

We are governed by five committees, known as statutory bodies: Council - the governing body; Senate - the supreme authority on academic matters; Court - an advisory board; Convocation – a formal body which all graduates join; and Academic Board – an advisory body of academic and professional colleagues.

Leadership

The University is led and managed by the Vice-Chancellor and President, and the Executive Board which is made up of senior colleagues from across the University.

Supply Chain

We manage our suppliers using a category management model so we can understand and manage risks within the higher risk categories. Spend in the main categories in the financial year 2021/22 was:

Category	2021 / 2022
Professional & Bought-in Services	26%
Laboratory Supplies & Services	21%
Miscellaneous/Unclassified e.g. Utilities, Rent, Recharged Research Staff Costs etc.	14%
Estates & Buildings Works & Maintenance Costs	13%
IT & AV Supplies & Services	12%
Others	14%

The University has circa 4,500 active suppliers on its vendor list. Based the company's registered trading address the geographical spread is:

Region	Year 2021 / 2022	
	% of Vendors	% of University Spend
UK	84.4%	88.8%
Rest of Europe	7.6%	3.6%
Asia	2.5%	3.6%
North America	4.8%	3.3%
Australasia	0.3%	0.5%
Africa	0.3%	0.1%
South America	0.1%	0.1%

The supply chain is less transparent in relation to tier 2 etc. suppliers where the University works with tier 1 suppliers to provide due diligence.

Our commitment is expressed in our Procurement Procedures, tender documentation, Supplier Code of Conduct and the Estate & Facilities and Procurement Services Contractor Induction and Financial Guidelines Booklet.

Newcastle University was first recognised by the Fairtrade Foundation as a Fairtrade University in 2006, but from 31st May 2020 is classified as Working Towards Fairtrade as it completes the Fairtrade Foundation's updated accreditation requirements. The University strives to achieve the highest ethical standards in all areas of its activities. Therefore, the University is committed to buying, supporting, using and promoting fairly traded goods wherever possible in keeping with its Working Towards Fairtrade status.

We will ensure to the extent permitted by law that any of our contractors which supply an employee (other than an apprentice or intern) who provides a service to or on behalf of the University involving two or more hours of work in any given day in a week, for eight or more consecutive weeks in a year to be paid the Real Living Wage as a minimum.

2. Policies in relation to Modern Slavery

Newcastle University is known for its core institutional values of equality, diversity and inclusion (EDI) and social and environmental justice. The University is committed to ensuring there is no Modern Slavery throughout its supply chain or any part of its business.

Through our institutional EDI strategy and dedicated working groups, events and projects we aim to create a positive, supportive culture for everyone to reach their potential.

The University was accredited as a Living Wage Employer in November 2019.

The University has a Policy and Procedure on Public Interest Disclosure (Whistleblowing) that applies to colleagues and students registered at Newcastle University. The University Registrar is responsible for the operation of the policy.

Our Supplier Code of Conduct is aligned with the ETI Base Code. Procurement Services tender documents reflect guidance in Procurement Policy Note 05/19: Tackling Modern Slavery in Government Supply Chains.

We will act ethically and with integrity in our business relationships, requiring our suppliers to have systems and controls to ensure Modern Slavery is not taking place anywhere in the supply chains.

3. Due diligence processes

Procurement Services support awareness amongst our colleagues of the risks in our supply chain and provides guidance to ensure our funders, students, employees, business partners, research collaborators, suppliers, and any other stakeholders have a clear and effective platform for airing concerns, asking questions and whistle blowing.

Our Procurement Procedure is designed to consistently consider Modern Slavery within the University's supply chain. The Procedure is used when Procurement Services let a framework agreement or a contract with a value >£50k. This ensures Modern Slavery risk is managed for contracts considered to have a high or medium risk of Modern Slavery.

The majority of our procurement is with suppliers who are pre-approved either by a purchasing consortium or through public tenders managed by our Procurement Services and are considered to pose a lower risk. The principal high-spend categories we are focussing on are:

- Office Supplies
- Laboratory Consumables and Equipment
- Computing Equipment
- Estates Works/Construction, including cleaning of student accommodation

All Estates & Facilities (E&F) contractors are issued a copy of the E&F and Procurement Services Contractor Induction and Financial Guidelines Booklet. Contractors must ensure that they have read and understood the booklet, and record having done so with E&F, prior to working at the University. This details requirements and outcomes relative to Modern Slavery in the Estates Works/Construction supply chain.

The University did not identify or receive any reports of instances of modern slavery in its supply chain during the financial year ending 31st July 2022.

4. Risk assessment and management

We assess our supply chain risk using the UN Marrakech approach and considering other sources of information such as The Global Slavery Index, and the United States Bureau of International Labor Affairs 2014 List of Goods Produced by Child Labor or Forced Labor.

We are working with the NETpositive Futures on-line supplier engagement tool, and Constructionline for additional assurance in the high-risk Estates Works / Construction category. This allows us to engage directly with all of our suppliers to identify their awareness of Modern Slavery.

Our category strategy for computing utilises agreements set up through the London Universities Purchasing Consortium who are affiliated to Electronics Watch whose mission is to help public sector organisations work together to meet their responsibility to protect the labour rights and safety of workers in electronics supply chains.

We will continue to review our procurement processes and documentation to ensure they keep pace with developments in this area.

5. Key performance indicators to measure effectiveness of steps being taken

Our 2021/22 actions were:

<p>1. Continue to register contracted Estates category suppliers on Constructionline, and improve our understanding and use of Constructionline to monitor the existing Estates supply chain.</p> <p>Target – 100% of the contracted Estates category suppliers registered on Constructionline</p>	<p>Disruption to 'normal business and communications' during recovery from Covid-19 has impacted progress in these areas, i.e.</p> <p>Not all Estates category suppliers have the resources (time and money) to justify registering with Constructionline, particularly SME's.</p>
<p>2. Work to register more companies on the NETpositive Futures supplier engagement tool and improve our understanding and use of the new features of the tool.</p> <p>Target – To represent coverage to circa 90% of University expenditure.</p>	<p>We managed to increase the number of companies on the NETpositive Futures supplier engagement tool and so increased the expenditure coverage represented from 50% to 56%.</p> <p>We will continue to use both systems to monitor supplier engagement and performance, and have updated our target for 2022/23 to a level we believe is more achievable and realistic.</p>
<p>3. Develop a Modern Slavery risk register relative to the University supply chain for annual review by the Executive Board</p>	<p>We have developed a risk register, but this is only partially complete as it requires reviewing details of approximately 500 companies for the principal high-spend categories.</p> <p>A better approach may be an annual register of individual contracts tendered that were identified as high risk, the outcome of review and the management/actions in place e.g. photovoltaics (solar) panels. Or use of a third-party audit service.</p> <p>We have updated our target for 2022/23 to a level we believe is more achievable and realistic.</p>

Our 2022/23 actions are:

Review the Procurement Procedure and systems/tools to improve quality of supplier monitoring and engagement e.g. Social Responsibility Alliance Slavery and Trafficking Risk Template
Register details of the University's 2022 statement on the Modern Slavery Statement Registry
Continue to register more companies on the NETpositive Futures supplier engagement tool Target – To represent coverage to circa 70% of University expenditure.
Continue to register contracted Estates Works/Construction suppliers on Constructionline Target – 100% of the contracted Estates Works/Construction suppliers, that are classified as large sized companies, registered on Constructionline
Compile a register of individual contracts tendered that were identified as high risk on the modern slavery risk register and bringing to the attention of appropriate colleagues to monitor and ensure suppliers are maintaining standards required.

6. Training on modern slavery and trafficking

Our Procurement Services team receive ongoing training on identifying and assessing risks of modern slavery within the supply chain.

The People Services – Organisational Development team provides a training course on the central Learning Management System which covers many of the indicators of modern slavery. 728 colleagues and 10 students have completed this course.

This statement will be reviewed annually.

Signed:



Professor Chris Day
Vice-Chancellor & President
Newcastle University
17 January 2023