2019/20 was a very tough operational year for the organisation. There were two significant events during the year – the COVID-19 pandemic and speculation about the form of Brexit following the end of the transition period. Whilst a “no deal” Brexit was avoided we are still waiting to see how future trading relationships operate with the EU and the impact on the UK economy.

The COVID-19 pandemic led to significantly reduced turnover through the consortium due to lockdowns and decreased HE procurement volumes. As a result, NWUPC recorded a deficit for the period.

During the year we awarded six framework agreements which was an excellent achievement given the other pressures. We will continue to ensure that we deliver a first-class procurement service to Members.

In terms of people, there have been several changes in the NWUPC team this year. These are detailed in the Managing Director’s report. Staff were furloughed where necessary utilising the government scheme and working from home was also utilised during the COVID-19 pandemic restrictions. Only one change to the Board this year with Sally McGill (CFO of Staffordshire University) appointed to the Board in March 2020.

Financially, NWUPC produced a deficit of £101k on a turnover of £632k (down 25% on 2019). Operationally the organisation performed well despite the difficult circumstances caused by the pandemic. Reserves remain healthy at £731k. Wylie & Bisset LLP produced a clean year end audit report with no issues to report to Members.

I would like to thank the whole team at NWUPC for their hard work and commitment as we again saw several staff changes over the course of the year. Everyone really went the extra mile to maintain excellent customer service despite the difficult circumstances arising from the pandemic.

Finally, I must report that I am not proposing to seek re-election as Chair at the next AGM due to relocation. I have greatly enjoyed my long association with NWUPC both as a member of the Management Council during my time at the University of Manchester and subsequently as Independent Chair of the Board. The NWUPC team is a good one and I wish them every success in the future.

I would like to thank the whole team at NWUPC for their hard work and commitment as we again saw several staff changes over the course of the year. We will continue to ensure that we deliver a first-class procurement service to Members.
Our People

Appointments and Promotions
Senior Category Manager
Category Manager
Category Officer
Category Support Officer

Staff Development
2 x completed CIPS level 4

Corporate Social Responsibility
- Salix Board
- ECLCM Board support
- Compliance Manager for Community football club
- School fundraising events
- Team fundraisers for various charities

Our Members

38
Category Group Meetings Held
17 held online
90% representation across Category Groups
Category Group review undertaken

738
Attendees
Members attended and contributed to our Category Group meetings

3
Member Induction Days
1 held online

1
Board Member Appointment
Board Induction day held.

Our Contracting

Frameworks Awarded
- Recycling Bins & Street Furniture
- Electronic Components
- Photographic Equipment
- Plumbing Equipment
- Cleaning & Janitorial Supplies
- Audio Visual Equipment

Responsible Procurement
- Responsible Procurement Network established
- 92% Net Positive Registered Suppliers
- 78% SME Supply Base
- Electronics Watch affiliation (consortium & members)
- SME Guide to Tendering launched
- Period Dignity Project

Operations
- 65 Supplier Review Meetings held
- Lead National Covid Supplier Risk Reporting Initiative
- Coordinated Fortnightly PPE Stock Updates
- Support for NHS by Category Manager
- National Opportunities and Efficiencies Review
- Rolled out Q&A Matrix Nationally
- Updated Brexit Supply Chain Analysis
- Participated in Tender Working Party of all National Agreements Lead by Other Consortia

Our Commitment

Accreditations
- Retained our Customer Services Excellence Standard
- Retained IIP Platinum status

Investors in People
We invest in people Platinum

Our Service
- Member and supplier survey
- Staff engagement survey

Our Responsibility
- Instrumental in work of National L&D Group
- Provided resource for National PPE project with Cabinet Office

Our Comms
New website launched
Contribute to National Communications Group

Our Systems
Contribute to National Systems Group
All consortia using SCM for contract management, all COVID activity took place via a dedicated section of SCM

Our Members

38
Category Group Meetings Held
17 held online
90% representation across Category Groups
Category Group review undertaken

738
Attendees
Members attended and contributed to our Category Group meetings

3
Member Induction Days
1 held online

1
Board Member Appointment
Board Induction day held.

Our Contracting

Frameworks Awarded
- Recycling Bins & Street Furniture
- Electronic Components
- Photographic Equipment
- Plumbing Equipment
- Cleaning & Janitorial Supplies
- Audio Visual Equipment

Responsible Procurement
- Responsible Procurement Network established
- 92% Net Positive Registered Suppliers
- 78% SME Supply Base
- Electronics Watch affiliation (consortium & members)
- SME Guide to Tendering launched
- Period Dignity Project

Operations
- 65 Supplier Review Meetings held
- Lead National Covid Supplier Risk Reporting Initiative
- Coordinated Fortnightly PPE Stock Updates
- Support for NHS by Category Manager
- National Opportunities and Efficiencies Review
- Rolled out Q&A Matrix Nationally
- Updated Brexit Supply Chain Analysis
- Participated in Tender Working Party of all National Agreements Lead by Other Consortia

Our Commitment

Accreditations
- Retained our Customer Services Excellence Standard
- Retained IIP Platinum status

Investors in People
We invest in people Platinum

Our Service
- Member and supplier survey
- Staff engagement survey

Our Responsibility
- Instrumental in work of National L&D Group
- Provided resource for National PPE project with Cabinet Office

Our Comms
New website launched
Contribute to National Communications Group

Our Systems
Contribute to National Systems Group
All consortia using SCM for contract management, all COVID activity took place via a dedicated section of SCM
Our Members are at the heart of everything that we do at NWUPC and we are proud to support them through their successes as well as their challenges. We started off the year with the former and enjoyed a rich mix of membership engagement through our category group meetings and other learning and development events.

The second half of the year hit us all with news of the growing COVID-19 pandemic and the impact that it has had on us all. Our first response was to work with our Members to regain traction and return to previous levels of framework throughput. We worked with our supply chains to understand the impact of the COVID-19 pandemic on them and their supply chains, we then shared this information with our Members to support their supply chain risk management activities. We are also coordinating PPE stock status updates with our suppliers and share the reports with the procurement community on a regular basis.

The withdrawal of the UK from the European Union and the risks associated to ‘no deal’ were high on our agenda throughout the year and we worked with our national colleagues to deliver an impact analysis on our supply chains to support our Members throughout the transition period. We also shared key information as it became available and provided a dedicated space on our website for Member reference.

We have an established Strategy Group in place to ensure that our Strategic Plan is appropriate and meets our stakeholder needs, the Strategy Group composition is our Team, our Membership and our Board. We are in the second year of our 3 year Strategic Plan and we have clear aims and objectives to ensure that we are delivering the best possible service to our Members. They focus on our Members’ framework engagement, customer satisfaction, responsible procurement and ensuring that we have a sustainable business model in place.

We invest in our people and this is recognised by our achievement of the Investors in People Platinum level accreditation. We have a professional and committed team in place and their priority is to support the delivery of our service to our Members. They have all gone above and beyond in their roles to ensure that we have been able to respond to our Member’s needs, working in new ways to provide a first-class service throughout this difficult period.

We have had some staffing changes throughout the year:

- We said goodbye to Jane Edwards in December 2019. Jane joined NWUPC in 2007 and was a key player in our contracting team. Jane left NWUPC to take up a new role in another consortium in December 2019.
- Rikaya Knott left the consortium in January 2020 to take up a new role outside of the sector.
- Paul McGurk joined the consortium in February 2020 to take up a role in social care.
- Julie-Ann Garton joined the consortium in August 2019 as our Category Support Officer in March 2020 following successful completion of her apprenticeship with us.
- In all, we awarded 6 framework agreements over the year. We were

It is important to us that our Members have a positive experience at every touch point and we continue to increase the services and resources available to our Members. We listen to our Members and form our plans from the outputs of our membership engagement activities including our annual survey and our category groups. We strive to deliver excellent customer service and we have retained our Customer Service Excellent Accreditation in recognition of the work that we do for and with our Members. You can read more about this on page 11.

Our Communications Strategy and Action Plan inform our approach to engagement with our stakeholders, we have worked hard to make sure that we are delivering the right messages, to the right people, in the right way. To support this endeavour, we have widened our communication channels to increase our use of social media and we were delighted to launch our new website. Unfortunately, we had to cancel our annual conference due to the COVID-19 pandemic. You can read more about this on page 12.

We have made significant progress in our contracting activity over the last year. In all, we awarded 6 framework agreements over the year. We were led on many key national framework agreements and we also led on new and innovative projects to ensure that our framework agreements are accessible to our Members and of course deliver value for money. Brexit was of course high on all of our agendas, to ensure our readiness we led a national project to assess the impact on our supply chains to support our Members’ future operations. Delivering framework agreements that support our Members’ responsible procurement needs is also important to us, you can read more about this on pages 13 and 14.

Everything that we do is about making it better for our Members, we endeavour to be agile and responsive to our Member’s needs and this year more than ever we have demonstrated those values. We have had to turn some areas of the organisation on its head to enable us to deliver what our Members need and many of those new ways of working will be built into normal business practice when the current crisis comes to an end.

I would like to thank all of our Members and wider stakeholders for their continued support over the last year, my team and I look forward to continuing that journey over the coming year.
The winter term brought unprecedented challenges that none of us have experienced during our working lives, but with it opportunities for development and refocussing our priorities.

Reflecting on the academic year 2019/2020 leaves us in an unusual position. It was definitely a year of two halves! In the first half, late 2019, the team completed a demanding tendering programme and delivered a number of beneficial framework agreements to our membership. This was followed by changes in staffing; saying goodbye to some longstanding members of staff, and in 2020 welcoming new colleagues.

NWUPC launched six frameworks during the course of the year which were renewals of successful agreements, mostly national with one regional to meet the requirements of our Members. These covered several categories and harnessed £46m spend, delivering 7% savings to the sector.

The activity of our contracting team was dominated by two key events within this year: the transition of the UK out of the European Union and the global COVID-19 pandemic. NWUPC has led on the sector’s Brexit Supply Chain project which has been kept up to date as the situation changed and the likelihood of a no deal departure increased. The focus of this project was to ensure that we understood our markets and that we had intelligence about the risks Brexit posed to our supply base, as well as the mitigating action they were taking to secure stability and maintain robust channels. Over 800 suppliers were contacted, and the information was updated and shared fortnightly with all the membership.

The team also led on a collaborative initiative to report on the supplier risks resulting from the COVID-19 pandemic and the national lockdown that hit us in March 2020. All the suppliers across the UKUPC portfolio were contacted and asked to provide information on their supply chains. As the issue moved from initial focus on Chinese markets and spread to global supply chains we maintained our monitoring to ensure that the information was kept current. This was shared out with our membership across the UK. The procurement of Personal Protective Equipment (PPE) became everyone’s priority and we coordinated fortnightly stock updates from suppliers to the PPE Framework to ensure that Members had vital information at their fingertips.

Effective contract management has never been more important than it has been this year and the contracting team conducted 65 supplier review meetings during the course of 2019/2020. The fact that the majority of these moved online gave greater efficiencies, meaning that resources could be focused on performance and risk monitoring.

Our sustainability will be covered in a dedicated page but one of the important outputs of this year was guidance on tendering that was produced by the contracting team specifically for small to medium sized enterprises (SME’s). During this year many of these suppliers suffered from resource challenges because of furlough as well as financial difficulties resulting from lockdown. Therefore, we wanted to support them through the tender process to make sure some of our most valuable suppliers were not prevented from bidding for our frameworks.

It has been a challenging year for all of us and one that we are unlikely to forget. I am really proud of the way the team and the sector adapted to a new normal. It gave us an opportunity to demonstrate to others how procurement is within our universities and how we can respond to a crisis in a supportive and commercial way. The knowledge gained and emerging requirements has given us a new direction and we are excited to continue to support our Members and provide framework agreements that will enhance new ways of working and continue to deliver value and commercial benefits to our community.

Helen Dodd-Williams
Head of Strategic Procurement
2019/20 was a year unlike any other for many reasons, but primarily due to the COVID-19 pandemic. Our priority has remained, as always, to meet our Member’s needs and we have worked hard to achieve this during a volatile and changing year.

When the country entered its first lockdown we responded quickly and mobilised the business to offer ‘business as usual’ at an unusual time.

During the summer we undertook an annual member and supplier survey, the results of these surveys was very positive and overall indicated that an NWUPC membership provides valuable services and benefits and is considered very good value by our Members.

In addition to the annual surveys this year we also reviewed and refreshed our category group processes, all were found to continue to meet our Member’s needs. A new Members pack and welcome information was produced.

We continue to make use of external assessment to validate and endorse company practice and we were delighted to report, in March, that we received, for a second time, Investors in People accreditation. Platinum is the highest level of accreditation possible to achieve in We Invest in People accreditation and is something only 2% of organisations achieve. NWUPC are very proud of the accreditation as it recognises that we understand that it is people that make the difference.

The celebrations continued, and in June we were happy to report that NWUPC had received, for a third time, the Customer Services Excellence award. Despite the challenge of an online assessment the team worked hard to prepare and were able to present a wide range of evidence to demonstrate the commitment and priority given to developing and improving the services to our Members, partners and suppliers.

We expanded our membership during 2019/20 when Science & Technologies Facilities Council (STFC, Daresbury) joined NWUPC as an associate member and we gained 5 new affiliate members. Our full membership remained constant with 24 full Members.

NWUPC has continued to achieve. NWUPC are very proud of something only 2% of organisations have been able to achieve. NWUPC membership provides valuable services and benefits and is considered very good value by our Members.

Our systems changes continued and at the end of the year following a review of our IT support and services we embarked on a new contract with a local Manchester based provider, Everything Tech.

Our systems are an integral aspect of our business and this year has seen several changes and improvements made to ensure our membership experience remains positive and our processes are efficient and effective.

The first of these changes took place at the start of the year when we reviewed the spend data and membership benefits information that we share with our Members. We made the decision to streamline our systems and moved all data collection to one platform, specifically designed for the HE sector. We also made improvements to the Benefit Statements issued to full Members.

Following an extensive and detailed project, in April, we were pleased to announce the launch our new website, with a fresh new look and new enhanced features designed to make it easier for our Members to find the information they require.

Our systems changes continued and at the end of the year following a review of our IT support and services we embarked on a new contract with a local Manchester based provider, Everything Tech.

During the year we have continued to communicate with our membership and wider stakeholders through a series of communications, publishing three NWUPC newsletters, three e-bulletin updates, with focus on the current services and activities within the company: and three ECOnect newsletters with focus on sustainability and responsible procurement.

Our Members reported, via the Member’s survey, that they can access our communications and that these publications continue to be useful. It was with great sadness that we took the decision to cancel our annual conference, which was due to be held at the University of Manchester in June. It was the first time a conference has been cancelled since it was established in 1999, but due to the COVID-19 pandemic it would not have been possible or safe to offer a face-to-face event.

During the year we expanded our use of social media using Twitter and LinkedIn as the main vehicles to promote our services and communicate to our Members, this has been positively received by our Members and suppliers alike.

Through our regular communications, with our Members and wider stakeholders, we will continue to explore ways to align our business services and membership support services to our Member’s needs.
SUSTAINABILITY UPDATE

NWUPC’s approach to sustainability remains core to all our procurement activity. In the year 19/20 we have taken further steps towards eradicating modern slavery from supply chains through our affiliation with Electronics Watch on behalf of ourselves and Members.

We have focused on our relationship with SMEs to provide additional support to them and we are proud of the percentage of our suppliers that are classified as small or medium. We have also continued with our communication to ensure that Members have the information they need from us on their sustainable procurement and we have worked on a national level to ensure operational practices are underpinned by responsible procurement.

SME Agenda

NWUPC is an organisation that is built upon relationships with our partners. We place huge value on our supply base. Over the years our portfolio of suppliers has varied tremendously from micro businesses with five members of staff to multi-billion pound global organisations. Our focus is always on achieving value for money for our Members and it is often the smallest of companies that can provide this through agility, flexibility, and customer service. Our SME agenda is of great importance to us as a reflection of our Members’ drive for sustainability at NWUPC.

Supplier Relationship Management

As part of our Strategic Approach to Contract Management, the team has conducted 65 formal review meetings with suppliers this year. These have structured agendas with sustainability being a standard discussion point across the board. We continue to utilise the NETpositive Futures Supplier Engagement Tool to manage our supplier responsible procurement activity. It allows us to ask a series of questions related to the three main areas of sustainable procurement; social, environmental and economic, and is crucially tailored to the organisation’s size and industry. It then takes their answers and provides a bespoke action plan identifying issues that need to be addressed through contract management. This year we have 92% of suppliers actively engaged with the tool.

Communication

We have been providing our sustainability e-newsletter, ECOnnect since 2012, producing three editions per academic year. We believe that this is a valuable medium for communicating about sustainability and the information can be used by our Members in their own contract management activity. We have featured a wide array of suppliers across all categories last year as well as featuring initiatives from our membership.

Modern Slavery

One of the biggest concerns to anyone in procurement is the ever present reality of modern slavery. It is always on achieving value for money and performance risk. This gives each supplier a risk classification. To deal with those with a significant modern slavery risk we built a programme of audit visits. Unfortunately, the planned programme had to be postponed due to the COVID-19 pandemic. This will commence as soon as it is safe to do so.

Electronics Watch

In the academic year 2019/2020 NWUPC affiliated with Electronics Watch offering our full Members consortium affiliation as a Member benefit. Electronics Watch is an independent monitoring organisation set up with the purpose of protecting the rights of workers within supply chains. Their focus is on working with public sector organisations who purchase electronics and collaborating with them to have a positive impact on workers through the goods the public sector procures. Affiliation with Electronics Watch is further demonstration of our commitment to ensuring transparency within our supply chains and showing we are committed to taking positive action.

As part of this work we conducted a supplier risk analysis in which we created a supplier risk schedule to support identification and management of determined risk factors. We examined financial risk, modern slavery risk, environmental risk, and performance risk. This gives each supplier a risk classification. To deal with those with a significant modern slavery risk we built a programme of audit visits. Unfortunately, the planned programme had to be postponed due to the COVID-19 pandemic. This will commence as soon as it is safe to do so.

National Activity

As part of the work as chair of the Joint Contracting Group (JCG) NWUPC facilitated the establishment of the Responsible Procurement Network. This group is compiled of consortia representatives and the terms of reference are to drive national activity at a consortium level. This group reports into the JCC to ensure that operational practices are underpinned by responsible procurement. We will continue to work with our national platform to ensure that we are joined up in our approach to sustainability.

Sustainability at NWUPC is ever evolving and has flexibility to meet Member’s requirements as new areas of concern emerge. Our ultimate goal is to ensure that our activity supports our Members to reduce negative impacts and enhance positive influence through your purchasing. To deliver this we have key strategic aims that we will continue to work towards as part of our commitment to responsible procurement.
UK Universities Purchasing Consortia (UKUPC) is the representative body for UK regional and specialist purchasing consortia. We are working together to ensure that where appropriate, our practices are aligned and we deliver what our Members need, when they need it: adding value, embedding sustainable and responsible procurement and delivering social value.

The UKUPC mission is to leverage the benefits of collaborative procurement: working across the UK HE Consortium community to enhance procurement within HE and across our other members, helping deliver savings and efficiencies; maximising member benefits; embedding responsible/ethical procurement and social value using a sustainable supply chain management approach. We have 3 focus groups that each report into the UKUPC Board, they are the Joint Contracting Group, the Systems Group and the Communications Group.

The UKUPC Strategy was launched in 2020 and sets out how we focus our activities and resources, and those of the working groups in the most effective way.

At a consortium level, our Members determine our priorities. The core business of the consortia is to improve the value derived from procurement across the sector. A key service is the delivery of compliant framework agreements which cover a range of goods and services. We currently have a broad portfolio of agreements in place and add new areas in response to sector needs and member demand. In the UK, the combined spend externally on goods, works and services of our Higher Education institutions is in excess of £10 billion per year. Each year, our Members spend around £2 billion through our framework agreements; consequently, we help our Members’ achieve tens of millions of pounds in cashable and non-cashable savings.

You can read more about the work that UKUPC does at www.ukupc.ac.uk
I am sure we can all agree that the 2019/20 financial year was a difficult year, to say the least. One of the biggest challenges that we faced for the most part of the year was the inability to hold our usual face-to-face category group meetings as a result of the COVID-19 pandemic.

Nevertheless, in line with our values as a responsive and innovative organisation, the Consortium immediately took the decision to move all our category group meetings for the Summer and Autumn terms online. I am proud to say that these meetings continue to work well, and the overall attendance has been excellent across all the category groups. There were three category group meetings last year, out of which 17 online meetings were conducted remotely via GoToMeetings. As expected, the impact of the Covid-19 pandemic on our Members dominated most of the discussion at these meetings. Our Members took advantage of the online meetings to share best practices, including experiences of making their workspaces safe amidst the COVID-19 pandemic, the switch to a blended learning approach, the longer-term impact of the Covid-19 pandemic on universities spend, acquisition of PPE, ongoing challenges, as well as support needed from NWUPC.

Throughout the year we continue to receive excellent support from all category group Members including all the Chairs and Deputy Chairs. We also continue to actively engage with suppliers across all the relevant category groups to make sure our Members are well informed with changes within the sector. As mentioned in almost all the respective Chairs reports, the category groups have been severely impacted by the COVID-19 pandemic. Our main focus at these unprecedented times is to continue to offer a platform for all our Members to meet and share best practices.

I would like to express my thanks to all our Category Group Members for their unflinching support, attendance and contributions to the category group meetings throughout the year. I hope we can all start the New Year with the hope of a more positive future.

Ayoade Onireti
Membership Services Coordinator

Audio Visual

Once again, I am pleased to provide a report on the activities that took place within the Audio Visual Group during the year. It has been a busy year full of activities for the Audio Visual Group. At the start of the year, our three meetings were scheduled to take place at the University of Manchester, Keele University and The Royal Northern College of Music, respectively. However due to the challenge presented by the COVID-19 pandemic, the Summer and Autumn term meetings had to be moved online. Despite this change, the overall attendance of this year’s meetings has been excellent.

This year’s meeting kicked off with Members hosted at The University of Manchester. There was no representation from Glyndwr University at this meeting. David Neal (University of Lancaster) used the meeting to introduce himself as the new Deputy Chair of the group. I was also re-elected in absentia to lead the group as Chair for another term of three years. We had a presentation from Logitech and IDNS at this meeting. The supplier’s presentation offered an opportunity for members to ask any questions or issues that Members might have with the suppliers. Both suppliers also used the meeting to showcase their latest products to Members and underscored the services that they can offer.

As mentioned earlier, the COVID-19 pandemic created a huge amount of uncertainty especially for the Audio Visual category meeting that was scheduled to take place in June at Keele University. I became clear that a face to face meeting would not be possible due to government health and safety advice. NWUPC immediately moved this meeting to GoToMeeting. Remarkably, attendance at the June meeting was good. Members welcomed Rob Woolley as the new representative from the University of Wolverhampton at the June meeting. Rob replaced Sharn Moore who left the University earlier in May. David Canham from NWUPC was also formally introduced to the group as the new Category Manager that will be looking after the Audio Visual Group. Members discussed issues on sustainability such as single use plastic, packed products that mostly ends up in waste and polystyrene. Members used this meeting to provide updates on measures taken by their individual institutions against the COVID-19 pandemic.

Members were also updated on the measures taken by suppliers as a result of downturn in their revenues due to the Covid-19 pandemic, including furloughing of their staff. NWUPC and some universities also placed some of staff on furlough.

I would like to express my thanks to all our Members for their continued support for the group especially during these unprecedented times. I must not fail to thank all NWUPC staff for their hard work behind the scenes.

Max Fossard
(Liverpool John Moores University)
Chair Audio Visual
We have maintained a strong presence in national agreements and planning renewals of which many are due in 2021. We have been feeding into the working parties of major agreements such as Apple, NDNA, SSSNA, SLRA and others. Being integral to the subgroups means we get first-hand information on changes in the market, stock levels and availability giving the NWUPC Members’ a strong insight into the IT marketplace which has been extremely valuable due to recent events.

Our activities this year have focused on replacing our IT Equipment Recycling and Disposal agreement supporting cradle to grave IT. We hope to release the tenders and look forward to getting that underway.

This year has been challenging for lots of reasons but the support of the NWUPC team is greatly appreciated. Slinging out Sarah Dye, who has moved on from looking after the Computing Group and will be missed by us all, and welcoming Dave Yates from NWUPC to fill the gap left by Sarah. It is, and will continue to be, a challenging time with the ongoing current issues and the Computing Group is a key part of that enabling work to continue; classes to be planned, research undertaken and lectures delivered. I am very proud of the groups interactions and could not wish to be supported and inspired by a more wonderful group of people.

Matt Storey
(Lancaster University)
Chair Computing

Domestics

This year has been all about assessing what the group is about and what the Members want to get out of it. We are immensely grateful for the time and work that Members have contributed to the rights of agreement volume and term availability giving the NWUPC activities. I would like to say a big thank you to Rich Yoxall, who is the Deputy Chair who has helped and contributed widely along with supporting me on this new venture of Chair.

We have done some reflecting and refreshing of our agenda, which started off with a questionnaire to the members asking them if our meetings were going in the right direction. From the feedback we have added some around the table discussion topics, planned in some alternate days when the meetings will be held to allow members who work part time to attend and given suppliers when presenting, a different brief. This omitted “the hard sell” and took on an approach that is more about the way we need to know is happening in the industry with sustainability, legislation and what new ideas they are working on. Our first presentation to reflect this was from the Cleaning Equipment Framework agreement.

The group is also scheduling a show around of the host buildings and facilities, which has already proved valuable when we all squashed into an adapted bathroom at Salford Media City. This drove out the discussion to look at a framework for equipment to support disabled users, such as adjustable height sinks, hoists and bathing equipment.

We are developing a category lead directory, which is a list of Members who are a “super user” of a particular company, who can offer advice on the product and prices for anyone wanting to use them to seek advice from.

Meetings have seen variable levels of attendance this year and work is underway to rejuvenate members who have not been for a while or to encourage universities who do not send a representative. We have developed a leaflet to send out to universities informing them what the meetings are all about and what can be gained from attending them.

Needless to say we have had 3 new members join us, which have replaced Members who have moved on from their institutions.

We have enjoyed our meetings at Salford, the Royal Northern College of Music and for many of us we experienced our first online meeting. We all agreed that having an online option to attend the meetings was of great benefit to those who were unable to attend due to transport issues, but agreed that physically meeting up was worthwhile due to the networking. Not to mention all looking forward to a delicious lunch to tuck into!

The Domestics Category continues to enjoy comprehensive coverage in terms of agreement volume and scope. This year we awarded new contracts for Window Cleaning Services and retendered for Courier Services and the University of Wolverhampton.

Emily Taylor
(University of Manchester)
Chair Domestics

Salford meeting took part in a workshop to discuss their white good requirements, and we have also had options from suppliers to attend webinar discussions on products that can help managing the cleaning around the COVID-19 pandemic.

2020-2021 will see the renewal of a host of agreements and the introduction and implementation of our category strategy for forthcoming years.

I would like to thank all of those Members who offer their valuable time and knowledge to both category meetings and the Domestics working activities. Rich and I look forward to taking the group forward in the coming year.

Emily Taylor
(University of Manchester)
Chair Domestics
Estate Group Meetings

October - The October meeting was hosted by the University of Chester. Chris Jackman who had been a long serving member of the group, retired from the University of Chester. I would like to thank Chris for his huge contribution and dedication to the group that he has made over the years and wish him a very long and healthy retirement. Emma Hesbrook also left the University of Wolverhampton and I wish Emma every success in the future and thank her for her contribution to the group.

At this meeting there were presentations from Ellesmere Ltd, T Jolly Ltd and James Mercer Group Ltd who are all on the new Gas Equipment Maintenance and Repair Services framework.

February - It was the turn of the University of Central Lancashire to host the group. At this meeting it was a warm welcome from Deryn Connelly from Ulster University, Rob Wooley from the University of Wolverhampton and Dave Shenton from Edge Hill University who all joined the group. Video conferencing was used at this meeting allowing the group to meet via a web meeting. The group had a presentation from FIDIVI, designers and manufacturers of fabric, who gave an overview of their energy contracts.

Contracting Activities

During the year new contracts were awarded for Gas Equipment Maintenance and Repair Services, Portable and Fixed Wire Testing, Recycling Bins and Street Furniture, Electronic Components and the Plumbing, Sanitary and Heating Equipment agreement.

The Lifts Consultancy, Maintenance Refurbishment and Associated Installation, Air Filters and Ground Maintenance and Repair Services, awarded for Gas Equipment Maintenance and Repair Services framework can be improved. This ensures that the technical, operational and procurement aspects of the framework are all thoroughly reviewed, which will help to improve the new framework for our members.

Thank You

I would like to thank the University of Chester and the University of Central Lancashire who kindly hosted an Estates group meeting this year. Thank you so much for your warm welcome and kind hospitality.

The threat from COVID-19 remains a very real issue which will no doubt, bring some additional challenges, but as a group we will continue to support each other through these turbulent times.

I would just like to say a big thank you to all the Members of the Estates Group for your continued commitment, dedication and support, it is very much appreciated.

David Morris

(University of Liverpool)

Chair Estates

Chair e-Market place

London Edwards

(Keele University)

E-Market Place

The e-Market Place Group continues to work closely together sharing best practice and e-Market place knowledge, to maximize the electronic ordering and electronic invoicing services available to institutions from marketplace providers. A standard set of e-Market place terms and conditions has now been included within all consortia documentation, which will ensure potential suppliers understand members’ e-Market place requirements.

The most recent focus has been on communication between the consortia and the e-Market place providers to ensure catalogues are relevant and up to date.

Within the Estates Group there have been a few changes during the year as we said a fond farewell to some of our colleagues and welcomed new Members to the group.

May - In May, the group should have visited Staffordshire University, but everyone’s life changed beyond all recognition from late March as the COVID-19 pandemic took a grip on the country with devastating and long-lasting consequences.

The meeting would become the first Estates meeting to be held online, with everyone familiarising themselves with the new technology, which has become a key element to the new way of working. At the meeting it was a warm welcome to Claire Prunt who joined the group representing the Liverpool School of Tropical Medicine.

Deputy Chair

Derek Rout from the University of Bolton was appointed as the Deputy Chair of the Estates Group. I welcome Derek to the position of Deputy Chair and wish him well in his new role and I look forward to working with him.

Subgroup Activities

The group had a representative on the tender working party for the Plumbing, Sanitary and Heating Equipment Supplies and Associated Services framework.

Workshops

If there is an agreement which is due to be re-tendered, then part of the Estates meeting is set aside as a workshop to agree the strategy for the re-tendering of the framework. The NWUPC Senior Category Manager gives an overview of the previous agreement. This includes whether the framework was previously tendered, the costing model used, what worked well and what didn’t work so well. The members then discuss how the framework can be improved. This ensures that the technical, operational and procurement aspects of the framework are all thoroughly reviewed, which will help to improve the new framework for our members.

Contracting Activities

During the year new contracts were awarded for Gas Equipment Maintenance and Repair Services, Portable and Fixed Wire Testing, Recycling Bins and Street Furniture, Electronic Components and the Plumbing, Sanitary and Heating Equipment agreement.

The Lifts Consultancy, Maintenance Refurbishment and Associated Installation, Air Filters and Ground Maintenance and Repair Services, awarded for Gas Equipment Maintenance and Repair Services framework can be improved. This ensures that the technical, operational and procurement aspects of the framework are all thoroughly reviewed, which will help to improve the new framework for our members.

Thank You

I would like to thank the University of Chester and the University of Central Lancashire who kindly hosted an Estates group meeting this year. Thank you so much for your warm welcome and kind hospitality.

The threat from COVID-19 remains a very real issue which will no doubt, bring some additional challenges, but as a group we will continue to support each other through these turbulent times.

I would just like to say a big thank you to all the Members of the Estates Group for your continued commitment, dedication and support, it is very much appreciated.

David Morris

(University of Liverpool)

Chair Estates

Chair e-Market place

Lorraine Edwards

(Keele University)
Looking ahead, we are (still) seeking volunteers to be category leads – the go-to members on queries for particular framework agreements. We have recruited some, but overall, it has proven to be difficult. Heightened work pressures and job insecurity has meant that there is a reluctance amongst members to commit to additional responsibilities. We were hoping that the system would be a greater clarity at the start of the 19/20 academic year resulting in more volunteers. However, this has not been materialised and, with the additional COVID-19 pandemic disrupting everything, I doubt this will improve much.

Thanks go to all of our willing volunteers from within our category group – it’s quite a commitment to ensure that the system works effectively. Particular thanks go to Paul Carter of the University of Manchester as the new Deputy Chair and the category leads who have stepped forward. But I also must not leave out the NWUPC office staff for all their hard work behind the scenes, and of course last, but not least, you the end-users and purchasers for all that you have done and continue to do. In these times of economic stringency, political uncertainty concerning the dreaded virus, good, effective procurement practice remains as important as ever.

Victoria Talbot
Chair Laboratory

Head of Procurement

Angela Reppon
(Liverpool Hope University)
Chair Furniture

In 2019/20 the group continued to have high participation both via attendance in the meetings and in communication between meetings. This has supported our targets of reference:

- To provide leadership in the development, implementation and sustainability of procurement amongst Members.
- To monitor progress of group and supplier management activity against milestones, identify risks and advice on their prevention, mitigation and management.
- To provide advice, support and assistance on procurement strategy/new initiatives in the implementation of the strategy/programme of activities.

Since lockdown, the group have met more frequently to share knowledge and coordinate support during this difficult time which has been of great benefit to members. The impact of the COVID-19 pandemic has dominated discussion and has included sharing of each institutions response to the public notice of implementation of Procurement Policy Notices and opportunities for costs savings.

Thank you to all who have participated over the last year.

Larissa Morrish
(Lancaster University)
Chair Heads of Procurement

What a strange year it has been! No one this time last year would have envisaged what we have all experienced during these last 12 months.

It started normal enough. Our three meetings for the 20/21 academic year were at Manchester Metropolitan University in November 2019 where we said goodbye to Angela Reppon of Edwards and wished her well. Edge Hill University in early March only a couple of weeks before the national lockdown and then we moved online via a GoToMeeting in May instead of the previously scheduled meeting at the University of Bangor. It is fair to say that this year has been very different to previous ones. Of course this is set to continue. The November meeting at MMU was followed by an excellent talk on the Graphene Engineering Innovation Centre (GEIC) – a feast for any science enthusiast. We thank go to our tour guide for his excellent and informative tour round. By the time we met at Edge Hill University the pandemic was the hot topic of conversation and there was much discussion about the availability of PPE – gloves in particular. We also had supplier presentations at Edge Hill University from Tradebe Healthcare and SRCL Ltd which were extremely useful and gave much food for thought.

There is good representation across the group and while the attendance is good, there were 3 institutions (Liverpool John Moores, Ulster and Cumbria) who did not attend at all during the year. My feeling is that this reflects the increasing pressures on the sectors workforce, who find it increasingly difficult to prioritise meetings of this kind. There have been the few, usual changes within the membership. Darren Harrison (UCLan) joined in February and Paul Carter (The University of Manchester) was appointed as deputy chair replacing Tony Dickson (UCLan). David Canham (NWUPC) joined us in February, as did Antonio Ramirez (LUPC).

Existing contracts and negotiated agreements continue to be of benefit to members.

APUC: Laser Equipment; Supplier of LAB1007; Veterinary Supplies; Mass Spectrometry and Chromatography Equipment National Agreement.

Microscopes and Imaging Equipment; Supply of; Liquid Handling Robotics and Laboratory Automation Systems; 3d Printers, 3d Scanners and Associated Consumables.

CPC: Personal Protection Equipment (PPE).

LUPC: Gases.

LUPC: Laboratory Equipment Supplier, Installations and Service; Installation Services; Life Science Equipment; Waste Management (EM-56066L)."
Library Services

In July 2019, Collete Capewell retired as the Chair and a new category group name was given – supporting out procurement of office supplies to focus on Library Services.

In January 2020, a new Chair was appointed (Sarah Wright from Edge Hill University) for this group along with some other NWUPC staffing changes and we were introduced to David Yates as the Category Manager from NWUPC.

January’s meeting gave NWUPC updates from the Joint Contracting Processes (from JCC), such as the production of a contract management guide, standardising the process across the consortia. A new group HERA UKUPC L&D would develop a nationally agreed programme of training to include embedding procurement, contract law to be delivered regionally.

The NWUPC conference and new website were discussed, but due to the COVID-19 pandemic situation the conference was postponed and planned to be revisited online.

Sustainability was discussed with a variety of green teams and suppliers in place, members discussed and shared options and experiences of disposing of unused print books and journals with advice given to the group.

Library supplies and suppliers were reviewed, looking at spend and providing feedback across the group. Books, e-books, standing orders and related material including subscriptions were reported on as well as sharing feedback on supplier and customer service.

A review of agreements in all areas is being sought by NWUPC, and any concerns raised will also be addressed. The retender for CPC, has been put back now and is due to commence in October 2020.

The last meeting’s agenda in July 2020, meeting online, focused on the current situation all university libraries are facing, reduced budgets, a move to blended learning and the fallout from the supplier Dawson going into administration.

It has been a very challenging time in recent months, but with the support of NWUPC’s updates and online meetings we have been able to share best practice and move seamlessly into working from home and developing an effective resourceful library collection.

Office Solutions

A difficult year for all concerned, however it did start well with the successful implementation of the Office Supplies and Equipment framework on the 1st August 2019 but quickly developed into months of uncertainty and challenges for Consortium, Members and suppliers as we adapted to new ways of working during the COVID-19 pandemic and thereafter.

This is the first time that the NWUPC has managed the Office Supplies agreement on a national basis and spend was tracking well until the COVID-19 pandemic seriously impacted spending habits due to lockdown and homeworking. Demand for office products has significantly declined, especially paper and all the framework suppliers had to diversify and focus on product ranges where demand was high, PPE for example. The Office Supplies subgroup continued to meet with the suppliers and post the Covid-19 pandemic, through virtual meetings ensuring that by working together we can minimise the impact to all parties concerned.

All categories covered by this group have been severely affected by the COVID-19 pandemic, with HFD’s standing side for months on end, demand for stationery and paper taking a nosedive as staff work from home, similarly for promotional gifts as fairs, exhibitions, conferences and open days are cancelled.

During these uncertain times, university budgets are under scrutiny with spending restrictions in place affecting supplier revenue and therefore, reduced income for consortium through lower rebate percentages. It is the time for Member’s to support suppliers in whatever ways we can to ensure a degree of stability within the supply chain, in turn helping to support the consortium.

NWUPC has committed to helping Members secure savings or added value through its frameworks and I am pleased to report that David Yates, Category Manager at NWUPC for Office Solutions has done just that by working with the suppliers to turn potential price increases into savings. David has brought invaluable commercial expertise to the group which we are grateful for.

Three meetings have taken place over the year, the first one received presentations from the new Office Supplies framework and at the second meeting we introduced a “round the table discussion” which was highly successful and helped with networking and the sharing of best practice. It was at this meeting that Helen Dodd-Williams stood down from her role as Category Manager and handed over to David Yates. Helen is extremely passionate about this category and worked tirelessly in many respects of dispositive success, my own personal thanks go out to Helen for her dedication and support to both me and group Members. The final meeting of the year in June was held virtually and was well attended, suggesting that virtual meetings could be the way forward, or at least a blended model.

I have Chaired this group for many years and have been voted in for a further term. Hopefully the group finds the sharing of best practice, collaboration and engagement useful, it is the Members that make this group a success, we all work well together helping to develop and improve the frameworks that we manage.

As ever a huge thanks to Members and the consortium for your continued support, we can work through the short- and long-term effects of the COVID-19 pandemic together.

Sarah Wright (Edge Hill University) Chair Libraries

Linda Sutton (Keele University) Chair Office Solutions
During the 2019-20 year the Telecommunications Group held termly meetings at Harper Adams University and the University of Liverpool, with the final June meeting held online via the NWUPC GoToMeeting platform. On behalf of the Telecommunications Group, I wish to extend our thanks to Shihui, David and Graeme, and to NWUPC colleagues, for hosting and facilitating these events. Overall attendance has been a little down on previous years. However, the November meeting was scheduled to be held at the University of Bolton but was postponed at short notice, due to local matters, and the Group were most grateful to Harper Adams University for agreeing to host. Attendance at the mid-March meeting was obviously affected by the pre-lockdown restrictions on travel advised by some Institutions.

The Group have engaged with suppliers from across the relevant framework agreements, and members have benefited from informative presentations from the Jisc and from Softcat, as well as regular updates on NWUPC’s activities. Throughout a challenging year for all, the Telecommunications Group have continued to receive excellent support from NWUPC colleagues including (but not limited to) ToddJeffery and AyodeeOnireti. At the March 2020 meeting we noted our thanks to Jane Edwards and Rikaya Knott for all their work in supporting the Telecommunications Group over many years. Thanks also to Nathan Millward (Lancaster University) who continues to support the Telecommunications Group as Deputy Chair.

Group Members continue to utilise the National Telecoms Agreements from Jisc and CCS, with Network Services 2 (JRM3808) accounting for much of our regional spend. The availability and success of these large, national multi-lot agreements prompted the cessation of the NWUPC led Telecoms Equipment framework when the contract expired in November 2018. The Group have continued to benefit from the ongoing work undertaken, and guidance produced, by the UKUPC Board and the Joint Contracting Group, primarily on matters relating to sustainability and Brexit.

I would like to note my thanks to all Telecommunications Group Members, and their host institutions, for their continued support and contributions to the Telecommunications Group throughout the year.

Mark Allison (Edge Hill University) Chair Telecoms

Travel Group

It is great pleasure to provide an annual report on the activities that have taken place within the Travel Category Group for the year 2019-2020.

The year started off on a positive note with the Travel Category Group Members’ hosted by Liverpool John Moores University in December 2019. The meeting was chaired in my absence by the Deputy Chair of the Group, Kathy Houghton. Members used this meeting to provide feedback and updates on the Vehicle Hire agreement and the Travel Management Services agreement. Members also discussed issues around duty of care, and what is permissible at each Institution. The group presented receptions from Emirates Travel, Travel to Leeds from Manchester Metropolitan University, and Click Travel.

Sadly, things took a difficult turn with the outbreak of the COVID-19 pandemic. This meant that Members could not meet physically for the June meeting previously scheduled for Lancaster University. NWUPC put in place online meetings via GoToMeeting. The June meeting was the first time Members of the Travel Category Group met since the outbreak of the COVID-19 pandemic followed by a December meeting of the same format. The meetings provided an opportunity for Members to share ongoing travel challenges, issues on insurance, refunds from airlines, as well as services received from their Travel Management Companies.

The December meeting hosted three of the TMCs who presented their strategic objectives during these difficult times plus plans for the future. It has been very challenging in recent months, especially for stakeholders within the travel sector. I hope some sort of normality would return in the second half of 2021.

I would like to express my sincere thanks to Members of the group for their support throughout the year and to the travel managers in SUPC and NWUPC for all their efforts behind the scenes. I look forward to moving the group forward in 2021.

Jayne Thom also updated the group on measures taken by the SUPC to get refunds from TMCs as well as support available for Members. It was apparent from the spend report provided at the meeting that airlines, hotels and TMC’s were starting to experience difficulties because of the COVID-19 pandemic lockdown and continued travel restrictions.

The December meeting hosted three of the TMCs who presented their strategic objectives during these difficult times plus plans for the future. It has been very challenging in recent months, especially for stakeholders within the travel sector. I hope some sort of normality would return in the second half of 2021.

I would like to express my sincere thanks to Members of the group for their support throughout the year and to the travel managers in SUPC and NWUPC for all their efforts behind the scenes. I look forward to moving the group forward in 2021.

Linda Thompson (Lancaster University) Chair Travel

Professionals Services Group

Well, what a strange few months it has been! Our March meeting in sunny Preston was cancelled due to lockdown, and we embarked on the unknown due to the COVID-19 pandemic.

As a category group and a sector, we have adapted extremely well to working remotely, and it is amazing how resilient we have all been in adapting to this new normal.

The new phrase of 2020 has to be “you are on mute”.

Our first online meeting was in May, and we were able to see Mrs. Sutton’s beautiful garden in Keele. We had a few technical issues, but nonetheless we had a good level of discussion, and as usual supported each other with relevant help, advice and guidance. A few of us had been due to conduct a mini competition for audits against the new Financial Services framework, however, most have delayed this by 12 months due to the COVID-19 pandemic. We had presentations from some of the companies on the framework at our Tenth of September meeting, therefore this will be very helpful, and hopefully attract an increase in attendees.

The Professional Services Category Group has been established for three years now, I cannot believe how quickly time flies. Leanne has been a fabulous Chair, who is always very motivating and enthusiastic.

As a group, we continue to encourage our non-procurement colleagues at our own Institutions to take advantage of the large array of frameworks on offer, and we know that this is a slow-burn (as Leanne stated last year).

I would like to thank all Members of the group for their continued support, and Todd, Helen and Natasha for putting the Financial Services framework in place. We are all raring to go on our mini-camps.

On behalf of the group, I would like to send Leanne our best wishes, and let her know she has been missed. I know she has had a difficult time, and our thoughts are with her.

Hopefully we will be able to meet face to face in September at Liverpool John Moores University.

Kathy Houghton (Liverpool John Moores University) Deputy Chair Professional Services

The year started off on a positive note with the Travel Category Group Members’ hosted by Liverpool John Moores University in December 2019. The meeting was chaired in my absence by the Deputy Chair of the Group, Kathy Houghton. Members used this meeting to provide feedback and updates on the Vehicle Hire agreement and the Travel Management Services agreement. Members also discussed issues around duty of care, and what is permissible at each Institution. The group presented receptions from Emirates Travel, Travel to Leeds from Manchester Metropolitan University, and Click Travel.

Sadly, things took a different turn with the outbreak of the COVID-19 pandemic. This meant that Members could not meet physically for the June meeting previously scheduled for Lancaster University. NWUPC put in place online meetings via GoToMeeting. The June meeting was the first time Members of the Travel Category Group met since the outbreak of the COVID-19 pandemic followed by a December meeting of the same format. The meetings provided an opportunity for Members to share ongoing travel challenges, issues on insurance, refunds from airlines, as well as services received from their Travel Management Companies.

The December meeting hosted three of the TMCs who presented their strategic objectives during these difficult times plus plans for the future. It has been very challenging in recent months, especially for stakeholders within the travel sector. I hope some sort of normality would return in the second half of 2021.

I would like to express my sincere thanks to Members of the group for their support throughout the year and to the travel managers in SUPC and NWUPC for all their efforts behind the scenes. I look forward to moving the group forward in 2021.

Linda Thompson (Lancaster University) Chair Travel

Jayne Thom also updated the group on measures taken by the SUPC to get refunds from TMCs as well as support available for Members. It was apparent from the spend report provided at the meeting that airlines, hotels and TMC’s were starting to experience difficulties because of the COVID-19 pandemic lockdown and continued travel restrictions.

The December meeting hosted three of the TMCs who presented their strategic objectives during these difficult times plus plans for the future. It has been very challenging in recent months, especially for stakeholders within the travel sector. I hope some sort of normality would return in the second half of 2021.

I would like to express my sincere thanks to Members of the group for their support throughout the year and to the travel managers in SUPC and NWUPC for all their efforts behind the scenes. I look forward to moving the group forward in 2021.
Principal activities

The principal activity of the company continued to be that of the support for the procurement activities of its Members’ institutions.

Directors

The directors who held office during the year and up to the date of signature of the financial statements were as follows:

C GIBSON
Edge Hill University

J GARTON
NWUPC Ltd

S MOLE
Independent

S DAUNCEY
The University Of Manchester

D ELOCK
Glyndwr University

T O’KEEFE
Independent

S FUREY
Harper Adams University

N DAVIES
University of Liverpool

S E McGill
Staffordshire University

APPOINTED 05 MAR 2020

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies’ regime.

The financial statements were approved by the board of directors and authorised for issue on the 4th November 2020.

Auditor Wylie & Bisset LLP act as auditor to the company and in accordance with section 485 of the Companies Act 2006.

Income Statement for year ended 31 July 2020

<table>
<thead>
<tr>
<th></th>
<th>2020 £</th>
<th>2019 £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>632,084</td>
<td>847,224</td>
</tr>
<tr>
<td>Cost of Sales</td>
<td>(33,740)</td>
<td>(36,156)</td>
</tr>
<tr>
<td>Gross Profit</td>
<td>598,344</td>
<td>811,068</td>
</tr>
<tr>
<td>Administrative Expenses</td>
<td>(729,086)</td>
<td>(821,234)</td>
</tr>
<tr>
<td>Operating (loss) / profit</td>
<td>(116,498)</td>
<td>(10,166)</td>
</tr>
<tr>
<td>Investment Income</td>
<td>5,375</td>
<td>4,451</td>
</tr>
<tr>
<td>Finance Costs</td>
<td>(2,477)</td>
<td>(1,204)</td>
</tr>
<tr>
<td>(Loss) / profit before taxation</td>
<td>(113,600)</td>
<td>(6,919)</td>
</tr>
<tr>
<td>Tax on (loss) /profit</td>
<td>12,376</td>
<td>(12,112)</td>
</tr>
<tr>
<td>(Loss) / profit for the financial year</td>
<td>(101,224)</td>
<td>(19,031)</td>
</tr>
</tbody>
</table>

Balance Sheet as at 31 July 2020

<table>
<thead>
<tr>
<th></th>
<th>2020 £</th>
<th>2019 £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed Assets</td>
<td>13,004</td>
<td>16,832</td>
</tr>
<tr>
<td>Current Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade and other receivables</td>
<td>215,647</td>
<td>334,298</td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>646,084</td>
<td>716,152</td>
</tr>
<tr>
<td></td>
<td>861,731</td>
<td>1,050,450</td>
</tr>
<tr>
<td>Current liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creditors falling due within 1 year</td>
<td>(57,349)</td>
<td>(103,972)</td>
</tr>
<tr>
<td>Net current assets</td>
<td>804,382</td>
<td>946,478</td>
</tr>
<tr>
<td>Provision for liabilities</td>
<td>(86,598)</td>
<td>(131,299)</td>
</tr>
<tr>
<td>Net assets</td>
<td>733,787</td>
<td>810,181</td>
</tr>
<tr>
<td>Equity</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retained Earnings</td>
<td>730,787</td>
<td>832,011</td>
</tr>
</tbody>
</table>
### Full Members

- Bangor University
- Edge Hill University
- Glyndwr University
- Harper Adams University
- Keele University
- Lancaster University
- Liverpool Hope University
- Liverpool Institute for Performing Arts (LIPA)
- Liverpool John Moores University
- Liverpool School of Tropical Medicine
- Manchester Metropolitan University
- Queen’s University Belfast
- Royal Northern College of Music
- Staffordshire University
- Ulster University
- University of Bolton
- University of Central Lancashire
- University of Chester
- University of Cumbria
- University of Liverpool
- University of Manchester
- University of Salford
- University of Wolverhampton
- University of Worcester

### Associate Members

- Newcastle-under-Lyme College
- Science & Technology Facilities Council
- SKA Organisation – Jodrell Bank Observatory
- St Mary's University College Belfast
- Stoke-on-Trent College
- Stranmillis University College