



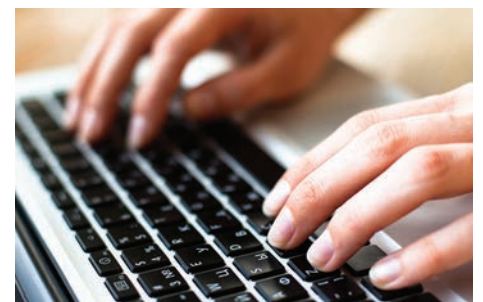
# NEWSLETTER

December 2019

ISSUE 40

## COUP Procurement Awards

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### NWUPC Annual Conference 2020

NWUPC will be holding our Annual Conference at The University of Manchester on Tuesday 16th June next year.

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### Category Group Focus: Professional Services Group

University of Central Lancashire Chair, Leanne Horton, and Deputy Chair, Kathy Houghton, Liverpool John Moores University, spoke with Ayoade Onireti about their involvement with NWUPC Category Groups.

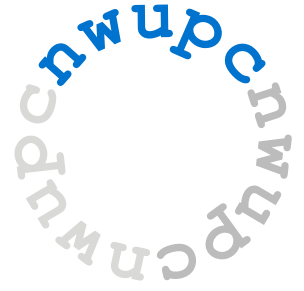
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### NWUPC to Launch New Website

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# Managing Director's Update



## Welcome to the winter edition of our newsletter.

It has been an incredibly busy few months and we have lots to update you on. In this issue, you will find news on the changes we have made to the management information we provide to you, our contracting activities, category groups and what is happening behind the scenes. We welcomed Paul McGurk to the Consortium team in August; Paul is our new Contracting Support Officer. We must also share the sad news that Jane Edwards will be leaving the Consortium after almost 13 years, Jane will be taking up a role with Crescent Purchasing Consortium in December. I am sure you will join me in wishing Jane all the very best in her new role; Jane has been an integral member of the team for many years and will be missed by us all. We are currently recruiting for her replacement along with an additional Category Manager post and we will let you know when we have more news on this.

Our contracting team have had a bumper 12 months, they have delivered 10 framework agreements over the last year including a number of brand new category areas. The support from our members has been instrumental in achieving this so thank you to everyone who was part of this.

We have said goodbye to The Faraday Institute who did not renew their associate membership and welcomed the Science and Technologies Facilities Council who have joined us as associate members.

Our category groups have been particularly active over the last round of meetings, they continue to play an essential role in helping us to deliver what you need, when you need it. On page 8 you can read all about what they have been working on and the key outcomes from their meetings.

Responsible and sustainable procurement is at the heart of what we do and is a priority for NWUPC.

We have recently joined Electronics Watch on behalf of our full members and this, along with our work on the National Responsible Procurement Group and Net Positive Futures, will have the additional support of Sarah Dye who will be taking a more structured approach to how we increase our impact and raise awareness in this area.

We have spent time reviewing the spend data that we share with you each year and we have been looking at ways to improve it. Over the summer, we moved software provider from Spend 360 to Hunter. Hunter is the system that our suppliers use to upload their spend data through our frameworks, so it made sense to use the same platform to pull all of the data together. The first year of any new system on this scale is always a challenge, but what we have now done is build the core data so next year's exercise will be more efficient and comprehensive. We have also made a number of improvements to the Benefit Statements we issue to our full members; this was in response to feedback received from the previous issue.

The UKUPC Board (formerly UKUPC Heads of Consortia Group) met on 10th September at the TEC offices in Birmingham. The UKUPC Board has agreed a new protocol for chairing and reporting into the UKUPC Board by the working groups (JCG, Comms and Systems) to ensure consistency and full participation. Key areas of discussion included the development of a UKUPC strategy which captures the work of the consortia and the three working groups – Joint Contracting, Communications and Systems. This is work in progress and will be completed over the coming weeks. We also covered the climate emergency and the work that was happening on a national and regional level. The UKUPC Board were vocal in their commitment to supporting developments in this area. No meeting would be complete without a Brexit discussion, we covered the work we

are doing on supplier engagement (which NWUPC has updated and is available to view on the HEPA website).

We have issued an introductory newsletter covering UKUPC; we are creating a platform to pull together the successes and news from the consortia and our members (with their permission). It's about raising our profile and promoting good procurement.

I would like to thank each one of you for your continued support and commitment; we could not do what we do without you all. Keep talking to us and we will keep on doing what we can to help you on your procurement journey.

On behalf of the NWUPC team, I would like to wish you and yours season's greetings and a happy and healthy new year!

**Julie-Ann Garton**  
Managing Director



# NWUPC Annual Conference 2020



NWUPC will once again be holding our Annual Conference at The University of Manchester in 2020, however, next year we will be moving from our usual slot before Easter to later in the year. The Conference will be held at University Place on Tuesday 16th June.

The Conference will be the usual mix of topical seminars and supplier exhibition, it's the perfect opportunity to catch up with the latest developments and network with suppliers and colleagues from the region.

We will be making further announcements about the event in the coming months including how to book and details of the programme for the day, in the meantime, make a note of the date in your diary.

## Queen's University Belfast Win Outstanding University Procurement Team at COUP Procurement Awards

NEUPC hosted COUP in September this year at the University of Leicester. For the first time at the event, the Conference recognised and celebrated excellence in HE Procurement across the UK by including an awards ceremony as part of the gala dinner. We were delighted to learn that Queen's University Belfast were winners in the Outstanding University Procurement Team award.

The category recognised team working as essential to the success of university procurement. The award recognised leadership, communication, innovation, and a collective team ethic and approach to delivering excellence in procurement.

The award acknowledged the success of Queen's University Belfast in implementing innovative automated solutions and information sharing technology, enabling procurement to be agile and position resources in the right areas to meet demand.

Our congratulations go to Queen's University Belfast and to all the winners at the COUP Procurement Awards, well done!



# Category Group Focus: Professional Services Group

Following the last Professional Services Category Group meeting the Chair, Leanne Horton, University of Central Lancashire, and Deputy Chair, Kathy Houghton, Liverpool John Moores University, spoke with Ayoade Onireti about their involvement with NWUPC Category Groups.

## Tell us how you first became involved with the Professional Services Category Group?

*Leanne* - I have always been involved in at least one Consortium Group throughout my time at UCLan. These included Computing (as their Professional Advisor), and Furniture where I was on the sub-group for the first furniture tender. I currently represent the University on the Heads of Procurement Group. During a Heads meeting it was mentioned that a new category sub-group to cater for professional services was going to be formed. I was pleased with this announcement as I felt it was important to give voice to this category, so when the opportunity came for someone to Chair the group, I volunteered myself for the challenge. It has been a great experience so far, I have enjoyed the support of all the group members; we have good attendance and have learnt a lot about the contracts on offer as well as receiving some great supplier presentations.

*Kathy* - I first became aware of the establishment of the Professional Service Group at the NWUPC Conference at Keele University in 2017. Prior to that, I have been actively involved in various Category Groups, including Furniture, Travel, Heads of Procurement and E-Marketplace as a representative for Liverpool John Moores University. This has been an interesting and informative journey over 13 years of being a Category Group representative.

## What do you think members get out of the Category Group meetings?

*Leanne* - I believe members see the Category Group meetings as an opportunity to network and share best practice. Our meetings provide a platform for members to get the latest information on events and happenings within the professional services sector and the University world in general. I also think members learn a lot from supplier presentations as this enables them to have an opportunity to meet with the suppliers and receive information about their products and services.



*Kathy* - Category Group meetings provide an opportunity for members to share knowledge and network with similar like-minded colleagues. I hope members find the Category Group meetings useful in terms of the support they receive from the Consortium, the interaction they have with other members as well as updates on the framework agreements.

## What do you enjoy most about your job?

*Leanne* - The interesting thing about my job is that it is constantly changing and every day is different. I also enjoy working with my colleagues with the aim of solving problems and getting results. I am lucky to chair a group where all the members are really nice and supportive. This has made my role very easy and enjoyable.

*Kathy* - I find my job very interesting and multi-dimensional. I enjoy traveling around a multitude of Universities for the NWUPC meetings, and also meeting with suppliers. In addition, I benefit from the launching of new / amended contracts, and obtaining feedback from internal customers.

## What aspect do you find most difficult or least enjoyable?

*Leanne* - My attitude to work and in general is I see every problem as a challenge which needs to be resolved. Finding a resolution to every challenge makes me fulfilled. Nonetheless, the least enjoyable aspect of my job is customers and suppliers resistance to change and lack of planning from others. Sometimes you have to deal with customers who are accustomed to a certain way of doing things and unwilling to accept a more efficient way of getting the job done.



*Kathy* - In this field of work, it appears that everyone is a “buyer” as some of our internal customers can be resistant to using contracted suppliers. This is not necessarily a negative, as it provides us with an opportunity to promote our services and ascertain why a contract is not fit for their purposes. The lack of planning is also a frustration, and year-end never changes.

### **What would you be doing if you weren't in your current role?**

*Leanne* - If I wasn't in my current role I would probably be a fitness instructor! (Laughs!) Or maybe an Estate Agent.

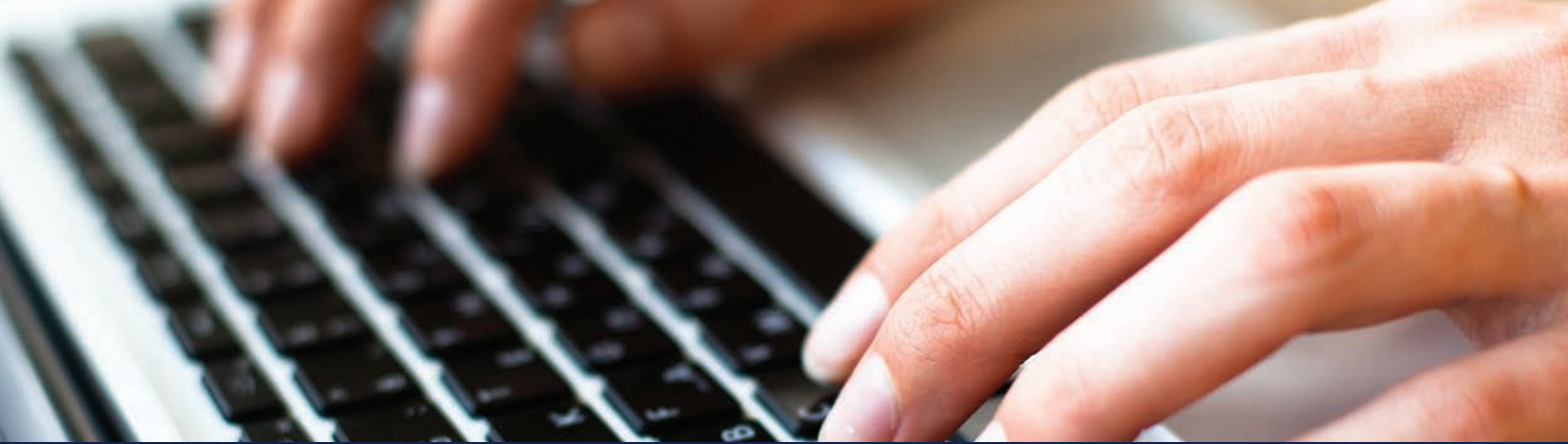
*Kathy* - If I wasn't in my current role, I would almost certainly be a QVC or TV presenter as I can talk for hours! (Laughs!)

### **What achievement are you most proud of?**

*Leanne* - From a work perspective, I was recently awarded the Outstanding Contribution to Collaborative Procurement Prize at the last NWUPC Annual Conference. It's lovely of the Consortium to show their appreciation in that way.

*Kathy* - I took the lead in my local community for challenging road plans against a large retailer. This included drafting and promoting a petition through the local businesses, and an awareness campaign as to how this would affect the area. I also attending the Council meeting in which the plans were discussed, and thankfully we won. This was a somewhat David and Goliath encounter. I found joint community working and support very rewarding.





# NWUPC to Launch New Website

NWUPC have been working in partnership with our colleagues at NEUPC to develop two brand new websites for the consortia.

The websites are being developed by Miller Tech; the company has had previous experience of working with HE consortia, having developed the LUPC website in 2017.

Having listened to our members, the new website will make it easier to find relevant information about framework agreements available to them, and will feature new content along with a fresh new look.

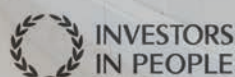
Further information will be issued when the website is due to go live in the coming weeks.



## FREE IT disposal service for UPC members

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- UPC service provider for over 10 years
- Completely free of charge IT disposal service
- Covers all forms of WEEE, white goods and appliances
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- Highest levels of data sanitization included
- Guaranteed service levels
- Dedicated account team
- Use our own vehicles and security vetted drivers
- Flexible collection arrangements

Please contact our UPC account team on 01925 730033 for further information



# Category Groups & Membership Updates

All our category group meetings have continued to enjoy regular high attendance from most of our member institutions over the year 2018-19. We have also engaged with a range of suppliers across relevant Framework Agreements and members have benefited immensely from their informative presentations. Once again I am delighted to share some of the activities that have taken place within some of our category groups, particularly over the autumn.

**Library Services Group Meeting** - Following a series of discussions within the Office Solutions Group, it was agreed that a new group should be formed to look after the library services. The idea behind this was to have a group that would effectively focus on library related activities as opposed to this being incorporated under Office Solutions. The Library Services Group had their inaugural meeting in July at Edge Hill University and the meeting was ably chaired by Jane Billows. Members deliberated on the

range of Library Services for the first time at our group meeting. Members were taken on a tour of the new £27 million Edge Hill Catalyst Library building. Facilities within the magnificent edifice includes networked PCs and wireless access, access to as many as 200,000 items including books, audio visual resources, printing and photocopying, bookable group rooms and collaborative spaces, dedicated silent study floor as well as a range of study areas – group work, quiet study and silent study.



**TUCO Meeting** - The University Caterers Organisation group meeting was hosted by Liverpool Hope University in September. Several issues concerning catering activities within Universities based in the North West were discussed. Members were informed about significant increases in the price of pork products due to market shortages. This is due to increase in demand from China. The Chinese market has been hit with African

Swine fever and they are having to find raw materials around the world to cover the shortfall, which means massive orders being placed around the world, especially from Europe. The Group had a presentation/tasting session from Frizzenti, specialist drinks supplier. The supplier used the presentation to showcase their products as well as promotional offers to members.



**Office Solutions Group** - The group met at the Liverpool Institute of Performing Arts. The meeting was chaired by Chris Benson (Deputy Chair) in the absence of Linda Sutton. Members had useful discussions on how to move contracts forward as well as improving the existing framework agreements under the office solutions. The group received informative presentations from Staples UK Ltd, Lyreco UK Ltd, Office Depot UK Ltd and Banner Group Ltd.

**Computing Category Group** - The group met at Edge Hill University in November 2019. The meeting was chaired by Mark Allinson. Members at this meeting discussed framework agreements as well as contract updates on Apple Equipment, Managed Print Services, and Software Licences amongst other agreements. The group received a brilliant presentation from XMA on different approaches to delivering innovative education technology.

**Domestics Category Group** - The group were guests of the Royal Northern College of Music in Manchester earlier in October. The meeting was chaired by Emily Taylor. Members at this meeting discussed student accommodations and cleaning/janitorial issues within their institutions. The group had useful conversations where members shared best practices on how to improve the framework as well as ongoing projects currently embarked upon by members. The group received presentations from Candor Ltd, CK Consumables Ltd, and Diversey Ltd. Bunzl were unavoidably absent for the suppliers presentation and sent their apologies.

**Furniture Category Group** - The Furniture Group were guests of the University of Salford in October. The group welcomed Sarah Dye as the new Category Manager for Furniture and also welcomed Mark Hayter, Furniture Category Manager from NEUPC who was visiting our meeting. As expected, the focus of the meeting was the newly awarded NWUPC Furniture agreement. Presentations were received from suppliers on the NEUPC Lot 5 Residential Furniture agreement. Additionally the group received a presentation from Fidivi Fabric.

**Estates Category Group** - The group were hosted by the University of Chester in October. The meeting was chaired by David Morris, members enjoyed the beautiful scenery overlooking the river at the Queens Park Road Campus of the University of Chester. As usual, the group engaged in discussions on framework agreements, supplier's performance as well as projects from individual institutions. The group also had presentations from Ellesmere Ltd, T Jollies Ltd, and James Mercer Ltd.

**Upcoming/Planned events** - NWUPC category group meetings are an ideal opportunity to share knowledge and network with similar likeminded colleagues. The remaining category group meetings promise to be interesting and informative with a number of presentations planned from key suppliers.

**Ayoade Onireti**  
Category Group Coordinator  
NWUPC



# Contracting Activities

After a busy summer period the team have a number of Frameworks underway for the first half of the academic year. Four tender renewals are in progress across the Estates, Labs, Domestic and AV categories. As always we must thank all of you who provide information and support to our tender working parties and ongoing contract management, it's thanks to your contribution that we can make sure our Frameworks meet your requirements.

## Recently Launched Agreements

### Window Cleaning

This new agreement is available for members to use. The agreement is split into regional lots as follows:

**Lot 1:**  
Yorkshire & Humberside

**Lot 2:**  
East Midlands

**Lot 3:**  
West Midlands

**Lot 4:**  
Cheshire, Merseyside & North Wales

**Lot 5:**  
North West

**Lot 6:**  
Northern Ireland

Please see HEC for further information.

## Work in Progress

### Electronic Components (NUWPEC)

At the time of writing the Electronic Components and Associated Products tender is almost complete with letters of intent having been issued.

The Framework is split into 5 Lots as follows:

**Lot 1:**  
Electronic Components including Development Boards

**Lot 2:**  
Tools and Fixings

**Lot 3:**  
Test and Measurement Equipment

**Lot 4:**  
Batteries

**Lot 5:**  
Multi-purpose Lot

All information is available to view via HEC.

### AV Equipment and Installation Services

The retender of the AV Equipment for Supply and Installations Framework is currently in the process of being renewed. The documents have been drafted and the tender has been advertised for a return date of the 25th November 2019. At the time of writing over 70 expressions of interest have been received.



The framework will be in place for 1st March 2020. As ever our thanks go to the tender working party for the work so far. Our Thanks go to Trevor Byrne (University of Manchester), Andre Davies (University of Salford), Ian Moth (University of Bolton), David Neal (Lancaster University), Mark Sargison (University of Chester), and Mike Robinson (Edge Hill University).

### Cleaning and Janitorial Supplies

The Cleaning and Janitorial Supplies agreement is currently in the process of being renewed. The new agreement will have a 'one stop shop' lot and a distinct lot for member institutions in Northern Ireland. The tender has been published and is due to commence the 1st March 2020. Our thanks go to the Tender Working Party for their work on this retender.

### IT Equipment Re-use, Recycling and Disposal

Work is underway on the next iteration of this agreement. The strategy has been issued nationally and to the NWUPC Computing Category Group. The scope of the agreement will largely mirror the existing arrangement.



## Plumbing, Sanitary & Heating Equipment, Supplies & Associated Services

The agreement for the Plumbing, Sanitary and Heating Equipment, Supplies and Associated Services Framework is currently in the process of being renewed. The tender has been published and is due to commence the 1st March 2020. Our thanks go to the Tender Working Party for their work on this retender.

## Photographic Equipment and Consumables

The retender of the Photographic Equipment Framework is set to go live on the 1st January 2020. A total of 5 suppliers will be awarded to the framework. The agreement is not subdivided into lots and the overarching agreement will encompass a wide variety of equipment and consumables including but not limited to: Cameras inc. DSLR, Compact System, Medium Format and Action; Lenses; Lighting; Specialist Printers; Tripods/Gimbals; Drones; Memory Cards; Filters; Paper; Negatives/Film.



## Other Consortia

### Apple Agreement

Work is ongoing on the retender of this widely utilised agreement. A supplier engagement day was held in November and a further Tender Working Party meeting is scheduled for January. The new agreement will be available from April 2020.

### Floor Coverings

Work will commence on the tender early 2020. NWUPC will be participating in the NEUPC led agreement for these requirements. The agreement is planned to commence June 2020.

### IT Related Accessories and Parts (ITRAP)

The new iteration of this agreement is due to go live 1st February 2020 and will run concurrently with the existing agreement for four months. The structure of the agreement will mirror that of the current agreement, comprising of a single product lot. New areas incorporated into the agreement include virtual reality technology and telecoms equipment (in light of the discontinuation of the NWUPC led Telecoms Equipment Framework). The opportunity has now closed and evaluation is underway.

### Signs and Signage

The new Signs and Signage Framework has now been put in place by NEUPC. This agreement commenced the 2nd September 2019 and is a national agreement. For further information on this please see HE Contracts.

### CCTV Equipment and Maintenance

The CPC have now commenced a new agreement covering CCTV Equipment and Maintenance. This agreement has 14 Lots; Lots 1 to 13 cover the requirement for CCTV camera equipment, giving access to design, installation, consultancy, maintenance and repair services and is split regionally and nationally. Lot 14 covers the supply only of CCTV Equipment. This new agreement commenced on the 12th September 2019.





## Firefighting Equipment and Associated Services

NEUPC are in progress on a new agreement for Firefighting Equipment and Associated Services. This agreement is currently in evaluation and is due to commence towards the end of January 2020. It will be split into two Lots to cover Firefighting Equipment and Maintenance and Fire Safety Training and Fire Risk Assessments.

## Fire Alarm, Detection and Suppression Systems

The CPC is currently in the process of creating a new agreement for Fire Alarm, Detection and Suppression Systems. This agreement is currently out to tender and is due to commence January 2020. This new tender has been split into regional Lots and covers Fire Alarms, Fire Detection and Fire Suppression systems.

## Synthetic Sports Facilities

The CPC are currently in progress on a new agreement for Synthetic Sports Facilities. This agreement is currently out to the market and is due to commence February 2020.

## General Laboratory Equipment

Work has started on the renewal of the General Laboratory Equipment Framework Agreement with the second Tender Working Party due to meet early December led by LUPC.

## Laboratory Gases

Work is due to start shortly on the renewal of the Laboratory Gases Framework Agreement. This agreement will be led by SUPC.

## General Updates

Medical Equipment has been identified as a future area. Initially this was to be included in the General Laboratory Equipment as a separate lot. However, following advice from a Tender Working Party member with experience of this area, it will form a separate agreement in the future.

# Meet The Team



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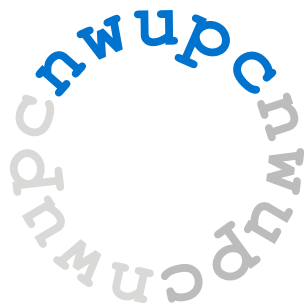


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