



# NEWSLETTER

May 2020

ISSUE 41

## INVESTORS IN PEOPLE™ We invest in people Platinum

*“We’d like to congratulate NWUPC Ltd. Platinum accreditation on We invest in people is a remarkable effort for any organisation, and places NWUPC Ltd in fine company with a host of organisations that understand the value of people.”*

Page 2



### NWUPC Annual Conference Cancelled

It is with great sadness that we have taken the decision to cancel our Annual Conference this year, which was due to be held at The University of Manchester on June 16th.

Page 2

### Category Group Updates

Nine meetings took place from January to date and the highlights from these meetings are itemised below.

Page 5

### NWUPC Launch New Website

The new NWUPC website has a fresh new look, and we’ve included new and enhanced features, making it easier for you to find the information you need.

Page 9



# Managing Director's Update

## Welcome to the Spring edition of our newsletter.

I hope that we find you in good health during this difficult time. We are all facing challenges right now, in both our personal and our professional life at the moment and it is at times like this that we see what a great bunch of people we have out there.

In response to the pandemic we are working with the other purchasing consortia across the UK to assess the impact of COVID-19 on our suppliers and their ability to support our members. You can read more about our work in this area and view the latest data on our website. We have also provided resource to support the NHS in sourcing essential PPE supplies, Natasha Peacock has been working with the NHS on this project for a number of weeks.

We are so sorry that we have had to cancel our Annual Conference, I know that you will all understand the reasons why and we will make sure that the next one more than makes up for it. We will be focussing that energy into alternative methods of communication, we will keep you all updated on our plans.

We have seen a few staffing changes recently, Jane Edwards left us in December last year to take up a post in another consortium, we also said goodbye to Rikaya Knott who moved on to work in mental health and Paul McGurk left us in February to take a role in the private sector. We welcomed David Yates who joined us as a Category Manager in January, we were also joined by David Canham who joined as Senior Category

Manager in February and we are delighted to announce that Dominique Deveroux was promoted from apprentice to Contracting Support Officer in March.

The membership support for our category groups has been up to its usual high standard and we have an update on that from Ayoade Onireti covering the latest round of meetings on page 6.

The contracting update on page 3 gives you an overview of all the fantastic work that the team have been doing to make sure that we are delivering great frameworks and effective contract management, you can read more on page 3.

We have some really exciting news to share with you about our Investors in People status, you can read more on the opposite page and we are also delighted to launch our new website, have a look for yourself at [www.nwupc.ac.uk](http://www.nwupc.ac.uk).

We have provided some training sessions for you through our work with the HEPA Learning and Development Group and once some normality returns we will be promoting further sessions. The feedback so far has been great so we are keen to keep it going.

The UKUPC Board met recently, the Board continues to oversee the work of the 3 focus groups – Joint Contracting, Systems and Communications, there is a great synergy across the groups and they are working together nationally, across a range of initiatives to add value to the service that we deliver to our members.

It goes without saying that we have a lot to be concerned about at the moment, but we also have a lot to be thankful for too. We have an amazing procurement community and it has been heartening to see the help and support that you are giving to each other. Most of us are working at home now and it is important that we keep those networks going, please continue to use the email groups to keep in touch and to keep talking.

We are here to support you, we are here to listen to you, and we are here to do whatever we can while we get through this very difficult time together. The Consortium Team are all working at home and our office lines have been diverted to our mobiles so you can still contact us.

Take care everyone and be safe!

**Julie-Ann Garton**  
Managing Director



# NWUPC

## Gain Platinum Accreditation on We invest in people

We are delighted to report that we have received, for a second term, Investors in People, We invest in people, platinum accreditation.

Platinum is the highest level of accreditation possible to achieve on our We invest in people accreditation and is something only 2% of organisations achieve.

It means policies and practices around supporting people are embedded in every corner of NWUPC Ltd and in a platinum company, everyone knows they have a part to play in the company doing well, whilst also always looking for ways to improve.

Paul Devoy, CEO of Investors in People, said: *"We'd like to congratulate NWUPC Ltd. Platinum accreditation on We invest in people is a remarkable effort for any organisation, and places NWUPC Ltd in fine company with a host of organisations that understand the value of people."*

We believe that the success of your organisation begins and ends with people. If we make work better for everyone, we make work better for every organisation and if we do that... we make society stronger, healthier and happier.

NWUPC Ltd are proud to display our accreditation because we understand that it is people that make the difference.

Congratulations to all the team, each member of staff was an integral part of this achievement – well done to all.

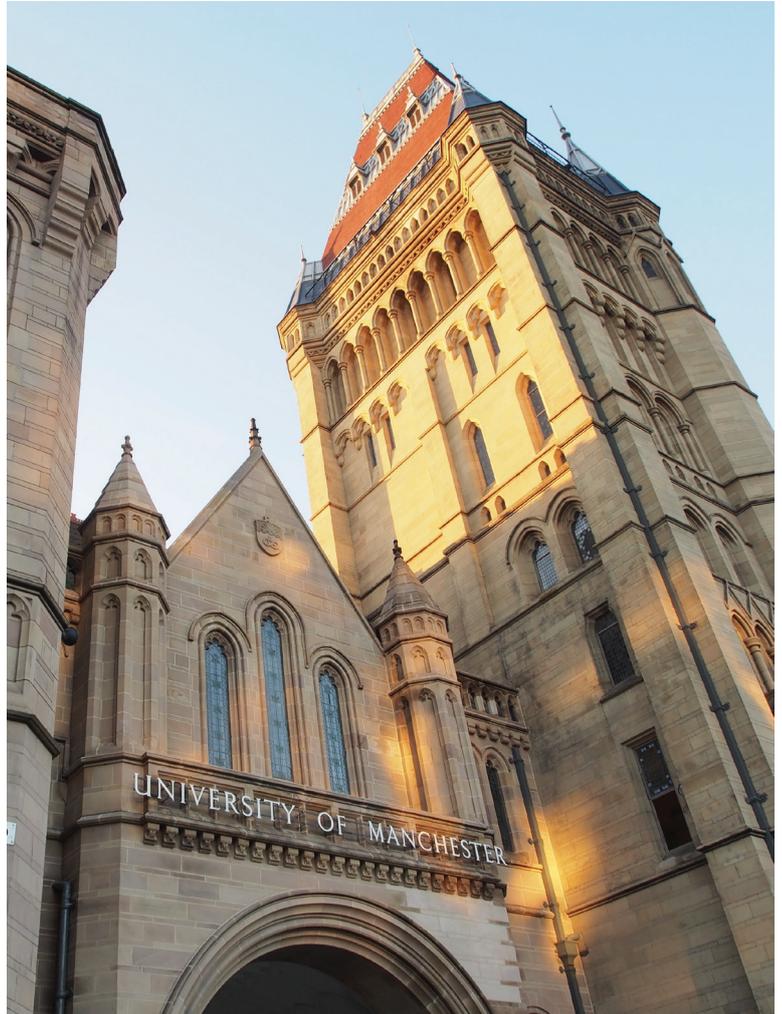
**INVESTORS IN PEOPLE™**  
We invest in people Platinum

**Jane Billows**

Head of Membership & Corporate Services

# NWUPC

## Annual Conference Event Cancelled



It is with great sadness that we have taken the decision to cancel our Annual Conference this year, which was due to be held at The University of Manchester on June 16th.

In light of current circumstances, it wouldn't be sensible to go ahead with the event; this is the first time we have had to cancel the Conference since it was established in 1999.

We know this will be disappointing news for you all, the Conference is the highlight of our year and we look forward to sharing the event with our members and suppliers.

We want to make sure that there are still great opportunities for our framework suppliers to engage with our members. We will be working on initiatives to bring our suppliers and members closer together to enable information to be shared. We will be looking to engage with suppliers through social media and our publications. Do look out for more news on this over the coming weeks, we will keep you updated.

As for the Conference, we already have plans in place for the Conference next year, and look forward to bringing you news of the event when the time is right.

# Contracting Activities

The first quarter of the calendar year has been a busy one in the Contracting Team, which has seen the arrival of a new Category Manager, and a settling in period for the team. During that time, there has been lots of tendering activity being carried out with some newly launched agreements as well as the foundation work for upcoming requirements.

The big focus has been on contract management with a number of review meetings being held across all categories. In all of these meetings, we have been ensuring that suppliers are up to date with their NETpositive action plans so that we can focus their activity for the coming months.

As we move into the next part of the year and our new normal working lives, we will be keeping you all up to date with any information that you may need from suppliers that will support you in carrying out activities on campus or outside it. We are always here for you so please ask any member of the team if you have specific requirements.

## Recently Launched Agreements

### Cleaning & Janitorial Supplies

The Cleaning and Janitorial Supplies framework has now been awarded and commenced on 1st April 2020. The agreement has a revised lotting structure. Cleaning and Janitorial Supplies have been combined in a single lot. Specialist lots have been retained for refuse sacks and paper hygiene products; and a multi-purpose lot has been added to allow institutions to call off with a single supplier for multiple product category requirements in a single exercise. For information on this agreement, including awarded suppliers and how to use the agreement, please see HE Contracts.

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

The Plumbing, Sanitary and Heating Equipment, Supplies and Associated Services agreement has now been awarded and commenced the 1st March 2020. This agreement now has one lot that covers Plumbing, Sanitary and Heating Equipment nationally. For further details of this agreement, please see HE Contracts.

## Work in Progress

### Global Mobility Support Services

The current Global Mobility agreement is set to expire on the 30th September 2020. Work has commenced on the retender for this agreement. Communication will be circulated for member representatives for the Tender Working Party in due course. However, if any members would like to provide input into the new agreement or have any feedback on the previous, please contact Natasha Peacock [natasha.peacock@manchester.ac.uk](mailto:natasha.peacock@manchester.ac.uk).

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

Work is ongoing on the next iteration of this agreement. The scope and structure of the agreement will largely mirror the existing arrangement, which has been extended to accommodate the retender process. More information is available on HE Contracts.

### White Goods

Work is underway on the formation of the Tender Working Party to assist in the retender of this agreement. Work is progressing on the strategy. Many thanks to members who completed the agreement feedback and re-tender survey which will feed into the strategy. A PIN will be issued shortly for pre-market engagement.



# Other Consortia

## Apple Agreement

The publication of the tender documents for the new agreement has been delayed, it is anticipated that the new agreement will be awarded from 1st July 2020. All suppliers have agreed the extension on existing terms.

## Lifts: Consultancy, Maintenance, Refurbishment and Associated Installation Services

Work is commencing on the retender for the Lifts: Consultancy, Maintenance, Refurbishment and Associated Installation Services agreement, which is due to expire the 30th September 2020. If any Member would like to be part of the Tender Working Party for this agreement please let Natasha know [natasha.peacock@manchester.ac.uk](mailto:natasha.peacock@manchester.ac.uk).

## Door Maintenance, Repair and Installation Services

APUC have retendered the Door Maintenance, Repair and Installation Services agreement, which will now be available nationally. This commenced on the 12th of May 2020 in line with the expiry of their current agreement. This tender covers the provision of doors maintenance, repair and installation services, a separate regional Lot has been included to cover our member requirements for the North West including North England, Northern Ireland and North Wales. A lot for South England has also been included.

## Flooring Supplies

Work is progressing on the documentation for this tender which NWUPC are newly adopting. The agreement will cover supply and installation. The regions for installation have previously been distributed to the Furniture and Estates Category Groups for agreement. The agreement is now scheduled to commence in early June.

## Software Licence Resellers Agreement (SLRA)

Work has commenced on the new iteration of this agreement. The Tender Working Party has signed off the strategy and work is underway on the tender documentation.

## Servers, Storage and Solutions National Agreement (SSSNA)

The Servers, Storage and Solutions National Agreement (SSSNA) is due to expire on 31st October 2020. The research phase of the re-tender has now commenced and a survey has been issued to members to feed into this process. Thanks to those who have completed the survey, which expired at the end of March.

## Synthetic Sports Facilities

The Crescent Purchasing Consortium (CPC) have commenced a brand new agreement for Synthetic Sports Facilities on the 17th February 2020. The agreement is for the installation and maintenance for all manner of external sports facilities and covers (but is not limited to) the following services: planning, design, consultancy, excavation, groundwork, utility connections, lighting, construction, surface marking, fencing, security, aftercare, maintenance & repair, refurbishment, deconstruction, disposal and recycling. The agreement has been split into two Lots;

### Lot 1:

Synthetic Sports Facilities Installation

### Lot 2:

Maintenance & Servicing for Synthetic Sports Facilities.

Further information is available on HE Contracts.

## Fire Alarms, Detection & Suppression Systems

The Fire Alarms, Detection & Suppression Systems is a new agreement put in place by the CPC, which commenced on the 1st February 2020. The framework will serve as a route to market for any members with a supply and install, servicing, or maintenance requirement for the following types of Fire Safety Systems. (Please note this list is not exhaustive):

- Fire Alarm Systems (Conventional, Addressable, Analogue Addressable and Wireless)
- Input/Detection Devices (Smoke, Flame, Heat, Carbon Monoxide, Multi-Sensor and Manual Call Points)
- Output Devices (Warning System/Bell Relays, Door Holder Relays, Auxiliary Relays, Loop Sounders)
- Fire Sprinkler and Suppression Systems (Sprinkler, Gas, (FM200), Kitchen Fire Suppression, Water Mist)
- Emergency Lighting
- Fire Door Inspection Services

For further information on this agreement and the regional Lots used please see the following link for HE Contracts.

## Firefighting Equipment and Associated Services

NEUPC have put in place a new agreement for Firefighting Equipment and Associated Services, which commenced the 24th February 2020. This agreement has been split into two Lots with eight regions under each Lot covering NWUPC membership. Lot 1 is for Firefighting Equipment and Maintenance and Lot 2 covers Fire Safety Training and Fire Risk Assessments. For further information on this agreement, please see HE Contracts.

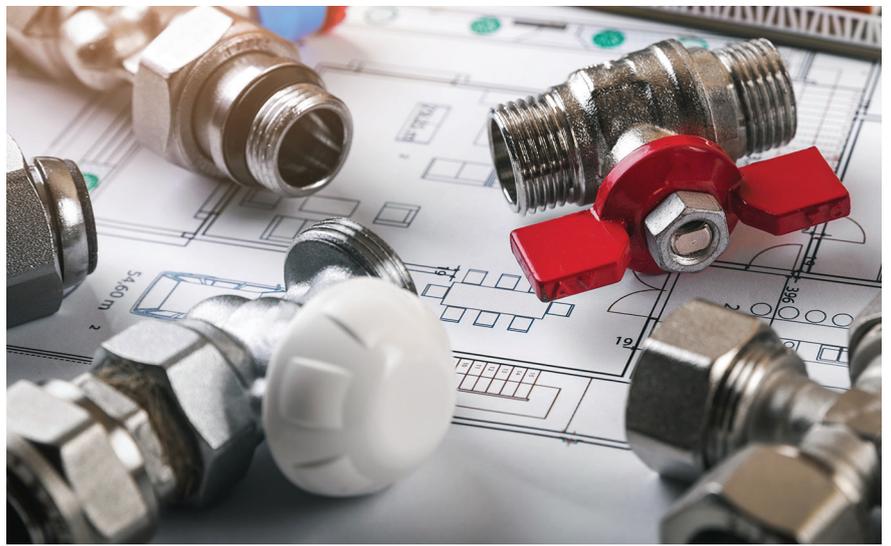
## IT Related Accessories and Parts (ITRAP)

The new iteration of this agreement commenced on the 1st February and will run concurrently with the previous agreement, which expires on the 31st of May. The new agreement has seen the addition of VR Technology products and Telecommunications Equipment. All suppliers who are on the previous agreement and have been successful for the new agreement have reduced their margins. It is therefore recommended that any new business for ITRAP should be conducted under the new agreement. For further details of this agreement, please see HE Contracts.



## Mobile Phones - Ethically Sourced

This is a single source agreement for the acquisition of Fairphone handsets only via The Phone Co-op. The agreement, which is also available to staff and students, provides an 8% reduction on the normal business price. This has been negotiated for all purchases up to 100 units and includes free delivery. For further details on this agreement, including information on the Fairphone 3 please see HE Contracts.



## Future Agreements

### Estates

Research is in progress to investigate a potential new agreement to be added to the Estates contracting pipeline at NWUPC. A survey will be sent soon to the Estates Group to aid in this research. However, if members have any particular areas that they feel a new agreement would fit well to, please contact Natasha Peacock [natasha.peacock@manchester.ac.uk](mailto:natasha.peacock@manchester.ac.uk).

## Contract Management

### Review Meetings

Review meetings for the White Goods agreement took place at the beginning of 2020. Many thanks to those who contributed to the feedback survey.

Review meetings within the Office Solutions Category have taken place during March, primarily within the Office, Computer and Library Supplies Frameworks, and have focused on the migration from LUPC to NWUPC since August 2019, the deeper embedding and increased awareness of the Supplier Engagement Tool, NETpositive, alongside an emphasis on adherence to KPIs. In addition, further reviews have been completed with the primary suppliers within Lots 2 and 3, XMA and WF Education. Coupled with this, within Paper - Print & Specialist, meetings have also taken place with Antalis and EBB Office, and in April, reviews are scheduled with vendors within Promotional Merchandise and Gift Cards & Vouchers sectors. Actions from all these meetings will be collated and further updates are to follow soon.

## Agreement Extensions

### The Vehicle Hire and Leasing

The Vehicle Hire and Leasing Framework, which includes Car Club, has been extended into its final year to the end of March 2021 with all suppliers. Work will begin on the retender of this agreement soon. If you are interested in being part of the Tender Working Party on this framework please contact [david.canham@manchester.ac.uk](mailto:david.canham@manchester.ac.uk).

# Category Groups Updates

Once again, I am delighted to bring you updates on events and activities that have taken place within our Category Group meetings since the beginning of the year. It was mostly business as usual at our group meetings for the winter term and we had good attendance from members. Attendance at our group meetings shows that members continue to find our meeting valuable and useful to them. NWUPC category meetings continued to serve as a good opportunity for members to network and share ideas on many areas of interests.

Altogether, ten meetings took place during the winter term and the highlights from these meetings are itemised below.

**Library Services Group** - This year's round of meetings kicked off with the Library Services meeting at the University of Bolton. This meeting was Sarah Wright's first as the new Chair of the Group. Dave Yates has joined as the new Category Manager in charge of Library Services at NWUPC. The meeting was well attended and members discussed issues related to the Library Services framework agreement and spend from member institutions. The Group received a presentation from Demco.

**Audio Visual Group** - The University of Manchester hosted the Audio Visual Group in February and the new Deputy Chair, David Neal (Lancaster), ably chaired the meeting. Members at this meeting had some very interesting and informative discussions on some complex and technical areas. Members also unanimously agreed that Max Fossard continue as Chair for another term of three years. The meeting concluded with presentations from Logitech and IDNS Ltd. Both companies used this opportunity to show members the latest technology available within the AV sector.



**Domestic Category Group** - The Domestic Group met at the beautiful setting of the Media City Campus at the University of Salford. Members spoke about measures being taken by their institution to prevent the spread of the Coronavirus. Preventive measures by member institutions include the provision of hand sanitiser dispensers, gels, as well as small spray for door handles for all their buildings, and posters and leaflets with health advice for students. The Group received a mini exhibition from the suppliers awarded to the Soft Furnishings framework. The suppliers used this opportunity to highlight some of their products and services to members. Karen Kelly (University of Salford) took members on an insightful tour of the facilities they have at the Media City Campus.

**Computing Category Group** - The Group met at the University of Wolverhampton on the 14th February. The Group welcomed Rob Moores (Leeds Beckett University) who shared some useful information on how to move contracts forward as well as improving the existing framework agreements. The Group received a presentation from Apple Inc. This was quite a milestone for the Group as several attempts to get Apple in for a presentation in the past were unsuccessful. Mark Bryne from Apple used the presentation to educate members on some of Apple products that are available for use in the HE sector.

**eMarket Place Category Group** - The Group were hosted by Staffordshire University in February. Lorraine Edwards Chaired the meeting. As usual, the Group engaged in discussions in the eMarket Place i.e. punch outs and catalogues adopted by member institutions. The Group received a presentation from Crown Commercial Services on how to use their portal. Members at this meeting later split into Parabilis and Advanced user group for the afternoon session of the meeting. The key news from the meeting was the decision from members to reduce the number of meetings of the Group to once a year, beginning from April 2020. This is to enable members have a more coordinated approach to the meetings as well as improve attendance at the meeting.



**Estates Category Group** - The University of Central Lancashire hosted the Estates Group in February. This meeting was Derek Rout's first meeting as Deputy Chair. During the meeting, members engaged in discussions on framework agreements, supplier's performance as well as projects from individual institutions. The Group also received a presentation from TEC Ltd. The meeting concluded with members saying farewell to Rose Clarkson who is leaving UCLan and the Group in April. The Group thanked Rose for her support and commitment over the years and members wished her all the best in her future endeavours.

**Office Solutions Group** - The Office Solutions Group met at University of Chester on 6th March and Linda Sutton Chaired the meeting. Dave Yates was introduced as the new Category Manager who will be looking after the Office Solutions Group. Linda and Helen Dodd-Williams provided members with highlights from the contract review meetings with suppliers awarded onto the Lots of the Office Supplies agreement. Members at the meeting unanimously agreed that Linda Sutton continue as the Chair of the Group for another term of three years. The meeting concluded with a presentation from Navigator.

**Laboratory Group** -The Laboratory Group were hosted by Edge Hill University on 4th March. The meeting was Chaired by Victoria Talbot and was very well attended. David Canham was introduced to the members as the new Category Manager for the Laboratory Group. Members had engaging discussions on relevant framework agreements and shared best practice adopted by individual institutions. The group received presentations from the waste management suppliers - Tradebe Healthcare National Ltd and SRCL Ltd.

**Telecommunications Group** - The Telecommunications Group were guests of University of Liverpool on 13th March 2020. This meeting came at a time when our members were not sure about the health advice from their individual institutions regarding travelling for meetings and as you can imagine the attendance at the meeting was a bit low. Fortunately, video conferencing was successfully used, which enabled some members to join the meeting remotely. The meeting concluded with a presentation from SoftCat on usage of Microsoft Teams applications. This could not have come at a better time as more members will look to join our meetings remotely in the future.

## Furniture Category Group Meeting and Professional Services Group Meeting -

Unfortunately, we had to cancel the Furniture Category Group meeting earlier scheduled for 20th March at Manchester Metropolitan University and also the Professional Services Category Group meeting scheduled for 27th March 2020 at Liverpool John Moores University. This was following official health advice from the UK government on the spread of Coronavirus. We at NWUPC did not take this decision lightly and it was purely in the interest and duty of care to all our members. Since it has been a challenging time for all, but Category Group meetings are still going ahead as scheduled through Online virtual meetings. These have been working well under the circumstances and we have still had good attendance from our members. All Category Group meetings will carry on this way for the foreseeable future. I would like to take this opportunity to thank the host venues for their understanding and continued help and support to the Groups.

As always, I would like to express my thanks to all the group members for attending our meetings and for their continued support and contributions to the Category Group meetings. I would also like to thank all the Universities that have so far hosted our meetings for their hospitality. The support and commitment of all our members is very much appreciated.

**Ayoade Onireti**  
Category Group Coordinator  
NWUPC



To view the full range of high quality, durable and sustainable products, visit:  
[www.glasdon.com](http://www.glasdon.com)

# LET US HELP YOUR IT TEAM.

**In a world where your budgets are tightening, while you're being asked to constantly deliver more, IT has become a limited resource.**

Many education organisations however, are using technology to embrace digital transformation so they can extend their resources and empower staff and students to work together more efficiently and securely.

Using one of our managed services doesn't only give you access to a team of technical experts who will be at hand to help you, but also alleviates some of the pressure that your IT department will no doubt be feeling, allowing them to focus on other more strategic areas. Our managed services cover:

- Microsoft Azure
- Microsoft Office 365
- IT Support (Reactive or Proactive)
- Patching Support
- Monitoring and Alerting



## HELP WHEN YOU NEED IT

Phoenix can help your institution reach its goals and be there to support your existing IT Team with access to our technical experts when you need them.

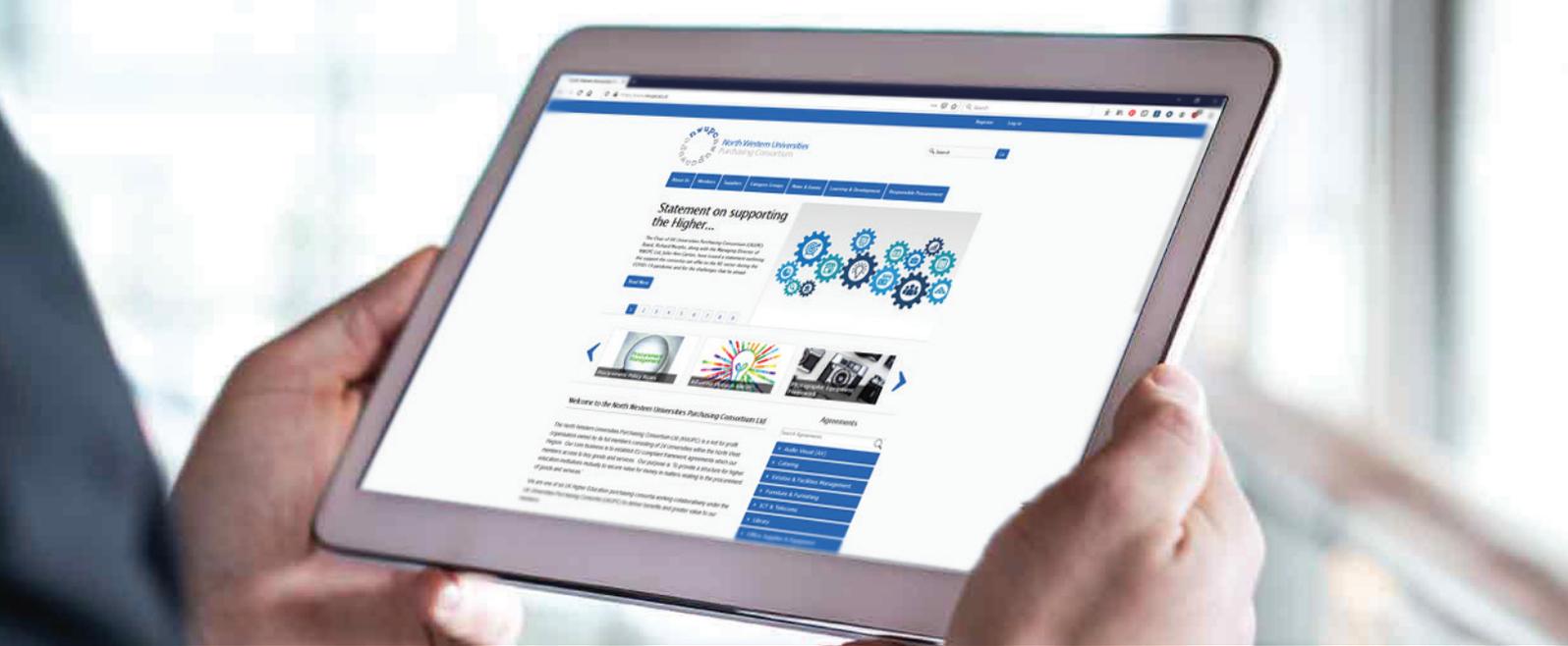
Request a meeting today for further details, including a personalised quote and breakdown of the services available for you.

Call us on **01904 562200**, email [hello@phoenixs.co.uk](mailto:hello@phoenixs.co.uk) or visit [www.phoenixs.co.uk/edu-help](http://www.phoenixs.co.uk/edu-help)

Microsoft  
Partner



2019 Partner of the Year Winner  
Modern Workplace Transformation Award



# NWUPC Launch Brand New Website

The site has a fresh new look, and we've included new and enhanced features, making it easier for you to find the information you need.

## Framework Agreements.

We've made it easier for you to find information on the range of framework agreements available to you as members. Details of all agreements are easily accessible, with links to full details via HE Contracts.

## About Us

Everything you need to know about the Consortium, and how to get in touch, including information about sector collaboration through UKUPC (UK Universities Purchasing Consortia).

## Members

The Members Area of the website is where you will find resources available to you as members and the benefits of being a member of NWUPC Ltd. We've also made it easier to find out about becoming a member and types of membership available.

## Suppliers

Details of how we operate, collaboration within the sector, and on how to become a supplier to is available to those looking to supply to the sector.

## Category Groups

Category Groups are the driving force behind the Consortium, and you'll find all the information you need as a Category Group member, including resources and information about Category Group meetings.

## News & Events

Keeping you up to date, all the latest news from the sector, including our regular publications, available to download. We've also included a diary of events, to help you plan ahead.

## Learning & Development

Access to online resources as well as information about training events can be found here, including studying for CIPS qualifications.

## Responsible Procurement

Our goal is to support our members to achieve value for money through sustainable collaborative procurement. Here you'll find guidance, toolkits and information about our commitment to responsible procurement.

## Accessing the Website

Most of the information on the site is accessible to all, however, some areas require you to create an account and login to the site. You must be a member to create an account, just click on Register and enter your details.

# Meet The Team



## Julie-Ann Garton

Managing Director

☎ 0161 234 8001  
✉ Julie-ann.garton-2@manchester.ac.uk



## Dave Yates

Category Manager

☎ 0161 234 8002  
✉ david.yates-2@manchester.ac.uk



## Helen Dodd-Williams

Head of Contracting

☎ 0161 234 8012  
✉ helen.dodd-williams@manchester.ac.uk



## Todd Jefferies

Category Officer

☎ 0161 234 8006  
✉ todd.jefferies@manchester.ac.uk



## Natasha Peacock

Senior Category Manager

☎ 0161 234 8003  
✉ natasha.peacock@manchester.ac.uk



## Dominique Deveroux

Contracting Support Officer

☎ 0161 234 8000  
✉ dominique.deveroux@manchester.ac.uk



## David Canham

Senior Category Manager

☎ 0161 234 8013  
✉ david.canham@manchester.ac.uk



## Jane Billows

Head of Membership & Corporate Services

☎ 0161 234 8007  
✉ jane.billows@manchester.ac.uk



## Sarah Dye

Category Manager

☎ 0161 234 8016  
✉ sarah.dye@manchester.ac.uk



## Ayoade Onireti

Category Group Coordinator

☎ 0161 234 8015  
✉ Ayoade.onireti@manchester.ac.uk



## Margaret Bryant

---

Finance & MI Officer

☎ 0161 234 8008

✉ [margaret.bryant@manchester.ac.uk](mailto:margaret.bryant@manchester.ac.uk)



## Andy Wojciechowski

---

Head of Communications & IT

☎ 0161 234 8009

✉ [andy.woj@manchester.ac.uk](mailto:andy.woj@manchester.ac.uk)



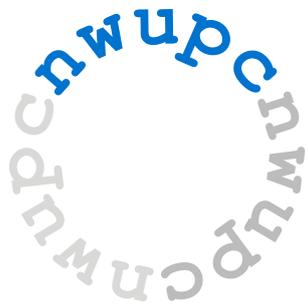
## David McIntyre

---

Communications Officer

☎ 0161 234 8004

✉ [david.mcintyre@manchester.ac.uk](mailto:david.mcintyre@manchester.ac.uk)



**North Western Universities  
Purchasing Consortium Ltd**

Albert House  
17 Bloom Street  
Manchester  
M1 3HZ

 0161 234 8000  
[www.nwupc.ac.uk](http://www.nwupc.ac.uk)