

# Ethical Procurement Policy

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<b>Oversight</b>	Finance Audit & Estates Committee
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## Community Inclusive Trust - Ethical Procurement Policy

this Policy applies are also required to comply with applicable national and international laws.

This policy statement sets out the Trust's aims in this regard. In particular it seeks to;

- Set out a definition of ethical practice for the Community Inclusive Trust.
- Sets out a clear statement of policy for ethical practice in School.
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Regular employment is provided;

- To every extent possible work performed must be on the basis of recognised employment relationship established through national law and practice.
- Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labour-only contracting, sub-contracting, or home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed term contracts of employment.
- Excessive use of Zero Hour contracts should be avoided and suppliers, service providers and contractors should be working toward eliminating such contracts or where used give more protection to the work force such as adopting an element of guaranteed hours where employees express a preference for this or where flexibility is required. In these circumstances it is expected that employers ensure their employees receive their entitlement to holiday and sick pay.

Training is provided;

- Raise employees' skills through training and access to professional development as befits their role to improve quality and secure greater value for money.

Disputes procedure;

- Provide clear and accessible processes for resolving disputes with employees.

Child labour is eliminated;

- Support the elimination of child labour. The course of action taken shall be in the best interest of the child, conform to the provisions of International Labour Organisation (ILO) Convention 138 and be consistent with the United Nation's Convention on the Rights of the Child.
- Provide for any children found to be performing child labour to attend and remain in quality education until no longer a child. 'Child' refers to any persons less than 15 years of age, unless local legislation on the minimum age stipulates a higher age for work or mandatory schooling, in which case the higher age shall apply.
- Ensure no children and young persons (over the age of a child, as defined above, but under the age of 18) are employed at night or in hazardous conditions, as defined by the International Labour Organisation.

“speak out” and to report suspected wrongdoing at work. This is commonly known as “blowing the whistle”.

- Whistleblowing is generally the term used when someone who is employed in an organisation reports a concern about suspected wrongdoing, malpractice, illegality or risk in the workplace. This can include:
  - ❖ criminal offences
  - ❖ failure to comply with a legal duty
  - ❖ miscarriages of justice
  - ❖ fraud or corruption
  - ❖ abuse of authority
  - ❖ serious breaches of Trust policy or procedure
  - ❖ unethical conduct and actions deemed unprofessional or inappropriate; This could include breaches of regulations requiring school governors to ‘act with integrity, objectivity and honesty and in the best interests of the school’ and breaches of the ‘Nolan Principles’ which are the basis of ethical standards expected of public office holders
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## Community Inclusive Trust - Ethical Procurement Policy

- The Trust's standard terms of payment to its suppliers, service providers and contractors are month end plus 30 days from receipt of invoice. The Trust requires that all direct suppliers, service providers and contractors demonstrate a similar commitment through the supply chain in paying their suppliers and contractors which in turn is passed through to manufacturers, and producers.

### Construction Charter;

- As a multi academy trust



## **8. Appendices of Bodies**

Ethical Trading Initiative

<https://www.ethicaltrade.org/eti-base-code>

International Labour Code

<http://www.ilo.org/global/topics/labour-law/lang--en/index.htm>

Equality Act 2010

<http://www.legislation.gov.uk/ukpga/2010/15/section/15>

The Employment Act 1999

<http://www.legislation.gov.uk/ukdsi/2010/9780111490457/contents>

International Labour Convention C138

[http://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12100:0::NO::P12100\\_INSTRUMENT\\_ID:312283](http://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12100:0::NO::P12100_INSTRUMENT_ID:312283)

The Public Contracts Regulations

<http://www.legislation.gov.uk/uksi/2015/102/contents/made>

