



LUPC ANNUAL REVIEW

2019-2020

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"LUPC provides amazing support, which has been even more notable in this challenging year of 2020, with both COVID and Brexit causing disruption to normal procurement activity. The use of framework agreements, available to Queen Mary University of London as an LUPC member, has enabled us to achieve overall efficiencies of more than £783k this year. As well as providing savings, we have found LUPC's expertise and support with queries, and provision of events and training to be incredibly useful. We truly see LUPC as an extension to our procurement team."

Bahar Shahin, Head of Procurement, Queen Mary University of London.



**MEMBERS
SAVINGS
£19M+**



**MEMBERS
SPENT**

£234.2M



**ROI
65:1**

Spend and savings made collectively by members through our agreements in 2019-20. Savings reported are based on either cashable or non-cashable savings rather than a combination of both types of savings.

Neil Greenwood

Director of Finance & Corporate Services, Natural History Museum



With lockdown due to the coronavirus pandemic occurring seven months into our financial year, the Annual Review for 2019-20 reflects the challenges faced by both LUPC and its members.

I'm pleased to report that significant progress has been made in the delivery of our corporate strategy despite experiencing a year like no other. Being just over six months into this financial year before life completely changed, it has been very much a year of two halves, life before and after COVID-19. Achievements against the key performance indicators within our strategy are detailed on page 15, as well as the impact on the contracting programme shown in our category activity on page 5.

The final result for the year is a deficit of £94k (2018/2019: surplus of £29k). The most significant variance behind the deficit relates to an increase of £72k in pension liabilities; with the effect of the pension liability increase removed, the operating deficit is £20,741. There was a decrease in income from £1,263,699 in 2018/19 to £1,170,464 in 2019/20 (including a reduction in marketing premiums), and an increase in operating expenditure (including the additional pension liability) from £1,223,794

in 2018/19 to £1,267,301 in 2020. Despite the challenges, we remain in good financial health overall.

Three new members joined us; Royal Albert Hall, Department of Environment, Food and Rural Affairs (DEFRA) and Rose Bruford College, bringing our membership total to 89. Results from our annual membership survey were very positive, with 100% of respondents stating they would recommend us to other organisations, and 97% feeling that LUPC provides good customer service. Supporting our members is of a paramount importance to us and it is good to see our membership survey reflecting this.

We have benefitted from stability across our Board during a turbulent year, with just Caroline Heckscher (University of London) stepping down.

The contracting team at LUPC saw the arrival of three new senior category managers, Julie Gooch; Roy Dennis; and Antonio Ramirez;

managing the Estates & FM, Professional Services and STEMEd & Laboratories categories, respectively. A new Senior Communications Officer role was created to enhance communication with our stakeholders.

We have continued working with our partners across UK Universities Purchasing Consortia (UKUPC), where we have enhanced our collaboration as a result of both the pandemic and Brexit. Together, we have provided support and guidance for all of our members, from the provision of information and facilitating webinars, to providing responses from suppliers about the impact of COVID-19 and Brexit on the supply of goods and services.

I would like to express my thanks to all the Members of the Board past and present, the Executive Committee, the Commodity Groups and the LUPC team who responded effectively and with great commitment to a full offsite operation, for their work and support during this unprecedented year.

Don Bowman

Director, LUPC



Our priority this year has been to support our members in the best way possible as we all adapted to new ways of working.

It has been a testing time for everyone, we changed the way we work, more or less overnight in the middle of a pandemic, whilst continuing to support our members who also faced their own set of challenges. The transition for our small team of 12 was, however, relatively straightforward and we were quickly set up to work from home with minimal disruption, enabling us to focus on our members.

By moving many of our planned events online, scaling up our communications and creating networking opportunities, we were able to keep all our members connected with each other. In the earlier days of the pandemic, we set up fortnightly online Heads of Procurement meetings, providing a space for members in senior procurement roles to share and discuss the issues that they were all facing. From the feedback we received, we know these meetings were valued and engendered a team spirit and sense of being in this together.

Our strategic partnership with the Southern Universities Purchasing Consortium (SUPC), really came to the fore at this time. Working closely with them, we arranged a number of online webinars for our combined membership. These covered the impacts of COVID-19, keynote speeches from our planned joint conference, and efficiencies, hugely pertinent at a time when many of our members faced the need to reduce their expenditure.

Working closely with our member, Public Health England (PHE), and Central Government in support of NHS procurement, we were pleased to play our part in the national effort to respond to emerging needs arising due COVID-19. I led the co-ordination of the UKUPC response to urgent requests for personal protective equipment (PPE), and was proud to see our members and supply chains donate items such as face masks, alcohol hand sanitiser, personal eye protection, respirators and surgical theatre gowns, as well as disposable aprons

and gloves, to frontline providers. I also proposed and led on the co-ordination of volunteer procurement professionals, many with PPE or NHS buying experience, from UKUPC's membership, which resulted in 13 volunteers from across the sector working with the Government's PPE procurement teams.

In 2020-21, our focus will be to continue to help our members with the ongoing challenge of budget cuts and the need to spend more wisely, as well as providing guidance as we navigate the reforms to public procurement in this new era for the United Kingdom.

Thank you to all of our members, partners and suppliers for working with us over the past year.

A number of framework agreements went live in 2019/20 despite disruption due to the coronavirus pandemic

A handful of framework tenders were unavoidably postponed due to COVID-19. Decisions were taken to defer certain procurements rather than proceeding with the tendering programme at a time when many supplier resources were reduced due to furlough and market pricing was volatile. A round-up of key activity throughout 2019/20 is provided below, along with a look at our planned tendering activity for 2020/21.

Estates

LUPC were due to re-tender the Estates Maintenance and Minor Works, Security Services and Cleaning Services framework

New Estates frameworks in 2019-20

- Asbestos Removal Services
- Cleaning and Janitorial Supplies
- Courier Services
- Personal Protective Equipment, Clothing & Uniforms
- Plumbing, Sanitary & Heating Equipment, Supplies & Associated Services
- Portable Appliance Testing
- Signs and Signage

Planned for 2020-21

- Estates Maintenance and Minor Works, Security and Cleaning Services*
- Floor Coverings*
- Doors Maintenance, Repair and Installation Services
- Mail services
- Washroom services
- White Goods & Associated Products & Services
- Signs and Signage
- UK & International Domestic Relocation Services 2019

agreements under one combined agreement in 2020. The process was halted and re-scheduled for the following year with existing agreements extended for a period of 12 months.

Information and Communications Technology (ICT)

Several new and re-tendered ICT agreements were delivered this year, with the National ICT strategy group, run and Chaired by LUPC, meeting as frequently as every two weeks during this time. The LUPC-led Ethical Mobile Phone Agreement with Fairphone was re-tendered to include the new 3 and 3-Plus model.

The new National AV agreement, awarded in July, was a major undertaking resulting in the evaluation of 28 bidders spread across several lots. The LUPC Computing Group was involved in the pre-tender supplier engagement days in June and July ahead of the tender for the new Virtual Learning Environment (VLE) framework.

Ongoing vendor engagement throughout the ICT supply chain is a continuous priority with the likes of processor manufacturers, AMD and Intel. A new Notebook and Desktop National Agreement (NDNA) price support programme with Intel was launched in May. Existing suppliers were keen to support members with

New ICT frameworks in 2019-20

- Audio Visual
- Data Centre Management Equipment and Infrastructure
- eProcurement System
- Ethical Mobile Phone Agreement
- IT Related Parts (ITRAP)
- Jisc Network Equipment
- Library Management Systems & Associated Services
- Research Outputs Repository Systems
- Telephony Purchasing Service DPS
- Vulnerability Assessment Service

Planned for 2020-21

- Apple Equipment and Services*
- IT Equipment Disposal*
- Software Licence Resellers*
- Printers and Managed Print Services (NEPA)*
- Virtual Learning Environment (VLE) and Associated Services
- UK & International Domestic Relocation Services 2019



CATEGORY ACTIVITY

homeworking including the provision of home deliveries during the second half of the year. LUPC also engaged with members on outcomes arising from the ICT spend analysis and data integrity project, which included the issuing of a report to members highlighting any non-contract spend and potential opportunities for further discussion.

Insurance

The cyclical insurance profession has been moving towards a hard market across all industry sectors for some time now with insurers having taken on significant losses in the last few years. A general deterioration in the LUPC Insurance Group claims experience

on Professional Indemnity with a combined increase in both small, attritional claims and larger costly claims led to a decision to re-tender the Financial Lines programme, which was awarded in July to RSA. This was a difficult exercise with the HE sector perceived as being more open to failure to educate claims and systemic issues on industrial action leading to perceptions that these types of claims will increase in number and scale over future renewal periods.

Current broking and underwriting partners, Gallagher and ZM, respectively held several well-attended, sector-focused forums and webinars over the year on a variety of topics including

escape of water and contractor-related risks. Travel Risk Management standards workshops were held with group members in January and an approved third-party, Another Day, engaged to undertake surveys and follow-up one-to-one interviews to start thinking about practical solutions.

Professional Services

We provided professional services events to members which included the launch of the Temporary & Permanent Recruitment Services agreement in October 2019, and a webinar on efficiencies including debt recovery in June 2020.

New Professional Services frameworks in 2019/20

- Financial Services
- Insurance Services

Planned for 2020-21

- Legal Services



Office Supplies

LUPC participated in the re-tender process of the Office, Computer & Library Supplies framework agreement, led by North West Universities Purchasing Consortium (NWUPC), which went live in August 2019. Regular quarterly review meetings are in place to provide an opportunity for members to provide feedback on the agreement.

New Office Supplies frameworks in 2019/20

- Office, Computer & Library Supplies

CATEGORY ACTIVITY

STEMed and Laboratories

STEMed and Laboratories is one of the categories that has been most impacted by the pandemic. A sharp increase in personal protective equipment (PPE) enquiries from the education sector was seen and an upsurge in requests from biological research Institutions for access to all manner of laboratory related equipment, consumables, and microbiological products and services.

The year has tested the scope and resilience of UK Universities Purchasing Consortia (UKUPC) frameworks, as well as the commitment of framework suppliers, who have stood up to the challenge. Some expiring frameworks such as Laboratory Equipment and Laboratory Gases were further extended to cope with demand and will be re-tendered in 2021. Consortia STEMed category managers are collaborating more than ever, sharing best practice and fast changing learnings acquired in these unprecedented times. LUPC is proud to see UKUPC framework agreements play a role in our country's response to COVID -19 vaccine research and manufacturing.

New STEMed and Laboratories frameworks in 2019/20

- Electronic Components
- High Value Laboratory Equipment
- Laboratory Consumables & Chemicals

- Life Science Reagents, Kits & Consumables
- Veterinary Supplies

Planned for 2020-21

- General Laboratory Equipment*
- Laboratory Gases*
- Antibodies and Sera

Travel

A launch event for the Travel Management Services agreement was held for the re-tendered framework in October 2019. Due to COVID-19 a number of restrictions have been applied to travel, resulting in a significant drop in usage of the relevant agreements. Members have been provided with regular travel updates.

*Framework Agreement tenders that were postponed from 2019/20 to 2020/21 due to the coronavirus pandemic.

New Travel frameworks in 2019/20

- Travel Management Services
- Supply of Taxi Services including Hybrid and Executive Cars



Enhanced collaboration in the area of responsible procurement benefitted LUPC and its stakeholders

Cristian Martin, Head of Procurement, The London School of Economics and Political Science, Chair of the LUPC Responsible Procurement Advisory Group

As chair of the Responsible Procurement Advisory Group (RPAG), I am pleased to present this year's responsible procurement report.

Collaboration

LUPC collaborates widely to ensure its knowledge is both shared and continuously improved.

Earlier this year consortium staff worked with an external consultant, alongside the University of Greenwich's Business, Human Rights and the Environment research group (BHRE) on the completion of a project for the Organization for Security and Co-operation in Europe (OSCE). This project supported the OSCE in the delivery of policies and procedures to mitigate the risks of modern slavery issues in their supply chains.

LUPC's work with BHRE to assess the impact of LUPC's activities related to human rights in public supply chains continues. This analysis will help to develop further work with an emphasis on socially responsible and sustainable procurement.

LUPC also seeks independent advice and assessment from Action Sustainability to progress its work towards an even higher score for ISO 20400 (the international standard for

sustainable procurement). The next assessment is due in early 2021.

Lastly, recognising its role in the wider public procurement community, LUPC supports and is represented on both the UK Universities Purchasing Consortia (UKUPC) Responsible Procurement Network and the Higher Education Procurement Association (HEPA) Responsible Procurement Group.

Category Manager: Responsible Procurement

LUPC established a new position in 2020; a dedicated category manager for responsible procurement (CMRP). This role embeds responsible procurement across all of LUPC's operations; assisting its senior category managers and supporting its members in their activity.

On a continuing basis, the CMRP works on member organisations' sites for set periods, sharing experience, providing resource, and gaining an in depth understanding of needs to ensure LUPC continues to actively reflect those in all its operations.

Supply Chain Due Diligence

LUPC has joined with Advanced Procurement Universities and Colleges (APUC), Scotland's



RESPONSIBLE PROCUREMENT



universities purchasing consortium, to develop the Sustain Supply Chain Evaluation tool. It enables LUPC to assess and understand the social, ethical, economic and environmental standards and practices of its framework suppliers against minimum standards based on the Sustain Supply Chain Code of Conduct. Sustain is a questionnaire consisting of 40 questions split into the following key areas:

- Worker Rights
- Young Worker Rights
- Remuneration
- Working Hours
- Health & Safety
- Dispute Resolution
- Ethical Business
- Environmental Practices

Following completion of the questionnaire, LUPC assesses suppliers' responses and provides an action plan to assist suppliers with making positive changes.

LUPC aims to understand the origin of the products and services its members benefit from when using its framework agreements, and to use its resources strategically to further map supply chains, particularly with high- risk sector suppliers.

Supply chain activity: Graduation Gowns

As part of its commitment, during 2020 LUPC examined the supply chains for graduation gowns provided by suppliers on the [Ceremonial Gown and Photography Services framework](#)

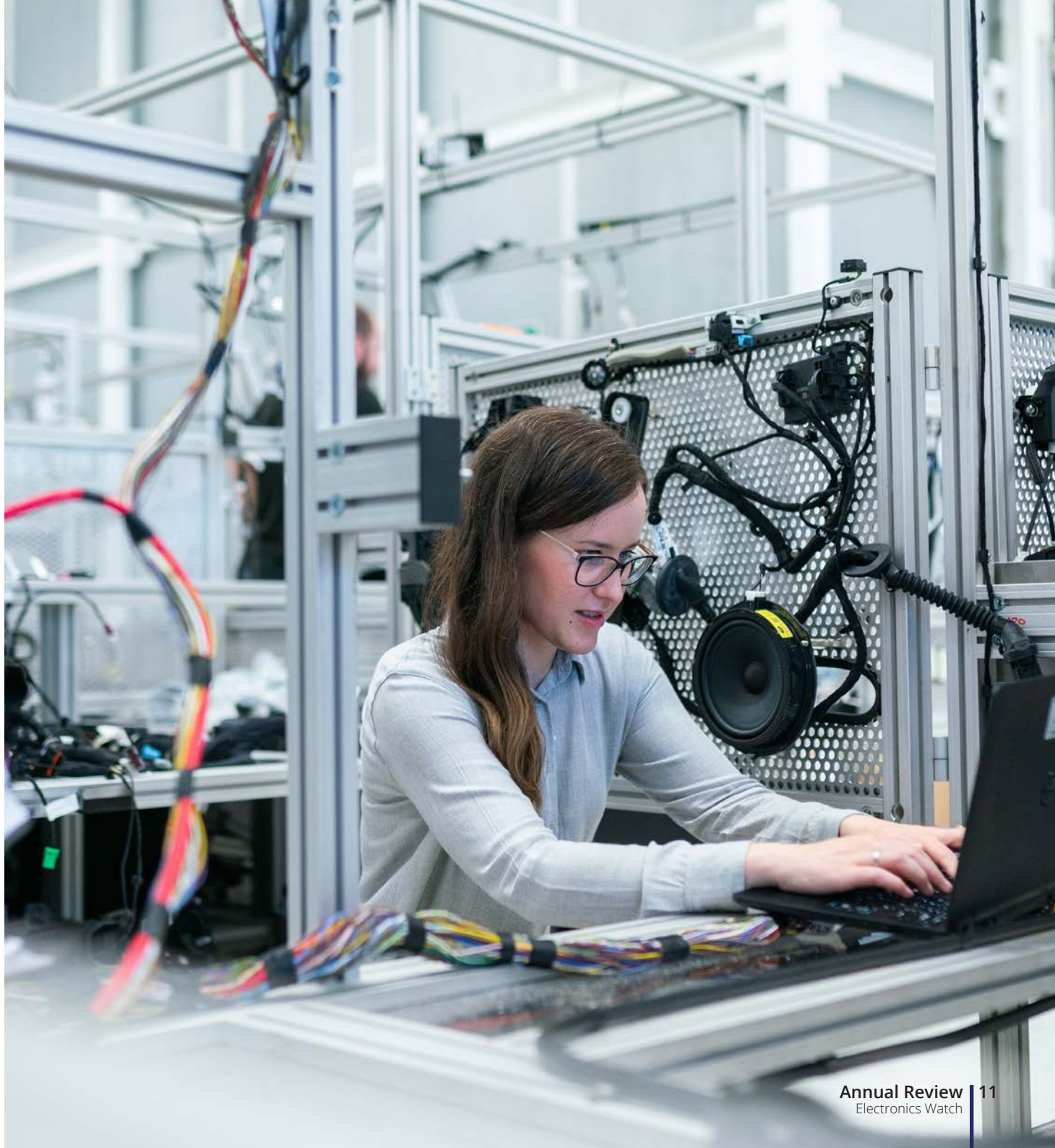
ELECTRONICS WATCH

LUPC works with Electronics Watch to combat abuses in global electronics supply chains

LUPC is a founding member of Electronics Watch which helps protect the labour rights and safety of workers in global electronics supply chains. Since 2017, LUPC has paid for all of its full members to be Electronics Watch affiliates; providing guidance, resources and contract clauses that support responsible procurement.

Electronics Watch continues to connect public sector buyers with workers' rights experts who monitor Information and Communication Technology (ICT) supply chains, driving compliance and ultimately improving working conditions. This involves engaging with resellers, manufacturers, the industry, and other stakeholders to follow up on contract conditions. Earlier in December, this approach helped ensure an unprecedented reimbursement of over \$5m shared across 10,500 migrant workers in Thailand who had been working in conditions of debt bondage, a form of modern slavery.

The role of Electronics Watch was further recognised in March when the UK Government published its latest Modern Slavery Statement, identifying ICT hardware and electronics as one



ELECTRONICS WATCH

of the highest modern slavery risk areas and how they are working with Electronics Watch to mitigate this.

LUPC presented their work to date, including a supply chain engagement case study on HP, one of the National Desktop and Notebook Agreement (NDNA) suppliers, at LUPC's Responsible Procurement all-day event in November, as well as at the Electronics Watch Annual Conference a month later. LUPC was also a co-sponsor of the Globalworks 'Workers' Grievances in Electronics Manufacturing in China: A Study of Dell's and HP's Supply Chains' with the report published in July. This analysed a sample of 1.3 million social media posts made by employed workers between January 2014 and April 2018.

The impact on workers' rights arising from the changes in demand for notebook PC and other mobile devices during the pandemic was one of the themes when LUPC presented to a large global audience at a webinar in June on 'The Impact of Covid-19 on Electronics'.

Amongst several webinars held over the year, Electronics Watch hosted an event on the updated and expanded Electronics Watch Code of Labour Standards before its release. The new Code included sections on occupational health and safety and the environment, as well as updates to ensure compliance with new international standards including the International Labour Organization (ILO) convention on violence and harassment at work.



MEMBER BENEFITS

The true value of LUPC membership

One of the more obvious benefits to being a member of LUPC is access to so many framework agreements, however the reality is so much more than that.

First and foremost, all members have access to LUPC framework agreements, over 100 in fact, which deliver savings to members in cost and time and are thoroughly compliant with the Public Contracts Regulations 2015. LUPC members can choose to be fully involved in every tendering process and consulted on each framework agreement strategy to ensure all individual requirements are met.

LUPC also provides numerous additional benefits offering added value and further cost savings; these, in most cases usually offset the cost of membership.

COST SAVING BENEFITS

Creditsafe A free subscription for LUPC's full members to an online, fast and consolidated means of accessing supplier financial data and credit references, worth approximately £1,500 per annum.

Electronics Watch Affiliation All full members of LUPC are automatically affiliated to Electronics Watch, the independent monitoring organisation for the protection of labour rights and safety of workers in

global electronics supply chains. Affiliated membership, paid for by LUPC, provides access to guidance, resources and contract clauses that support responsible procurement.

Achilles THEMis A free subscription to Achilles' THEMis, a web-based platform offering access to advice and documentation from experts in regulated procurement. This benefit saves each member £550 per year.

Membership of The Energy Consortium (TEC) Members have access to collaborative energy buying arrangements for the public sector through TEC. The standard cost of TEC membership is between £250 and £750 per year, however, LUPC pay this subscription for its full members.

Membership of HEPA at a discounted rate HEPA is the Higher Education Procurement Association and provides an excellent range of resources, news, e-learning, and peer to peer discussion opportunities for those in procurement roles. LUPC's higher education (HE) members already have access to HEPA,



MEMBER BENEFITS

but a discounted rate is available for LUPC's non-HE members.

CIPS Study Courses LUPC has negotiated preferential rates with Central Business School to deliver classroom-based or online CIPS courses in Procurement and Supply for members' staff. Courses cover professional (level 4, 5 and 6) and apprenticeships. The agreed costs are: Level 4 - £1,275 + VAT, Level 5 - £1,375 +VAT, Level 6 - £1,375 +VAT. LUPC also fund the cost of course textbooks for those studying through this arrangement.

NON-MONETARY BENEFITS

Account Management LUPC operates an Account Management process to foster greater engagement with its members. Each member is allocated a dedicated LUPC staff contact and also an executive committee contact. Regular communications are made throughout the year to ensure LUPC fully understand needs relating to members' procurement activity and that they are aware of how to make the most of their membership.

Spend Analysis Members have free access to a spend analysis tool to manage and categorise their own spend data.

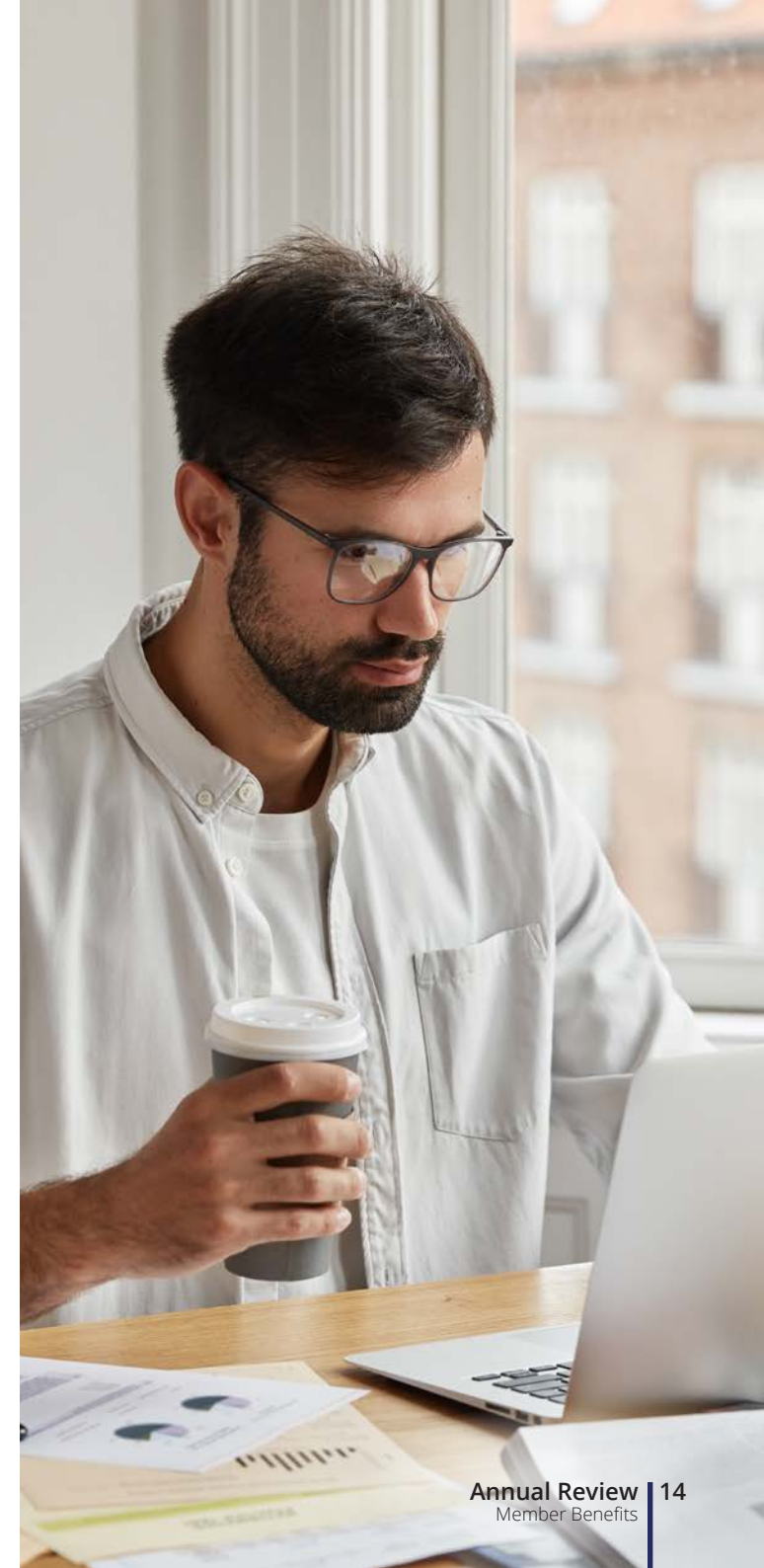
Member Benefits and Opportunity Reports An annual member benefits report is provided for each of LUPC's full members, allowing them to examine their

spend over the past year and identify efficiencies achieved through utilising UKUPC framework agreements. Members who provide LUPC with their full spend data also receive an opportunities report identifying further opportunities for procurement savings.

Events and Learning & Development Opportunities Throughout the year LUPC deliver a range of events, free of charge or at very low-cost for members. These include an annual conference and exhibition, category-focussed days, responsible procurement shared learning, and professional development courses covering procurement and soft-skills topics. In addition, there are opportunities for networking in our monthly Heads of Procurement meetings, Category Groups and Tender Working Parties, all of which are invaluable for sharing best practice and learning and developing together.

Communications Members are kept informed with regular updates on LUPC framework agreements and the latest in procurement news. Information is communicated to members via the news section of the LUPC website, the monthly e-bulletin, quarterly Linked magazine, and via the social media channels, Twitter and Linked In.

Full details of member benefits can be found on the [LUPC website](#).



Performance against LUPC's strategic objectives

LUPC's corporate strategy 2018-21 focuses on adding value through responsible procurement.

During 2019-20, LUPC has continued to progress in meeting the objectives set, with some of them evolving to meet the changing circumstances.

OBJECTIVE A HELPING MEMBERS OBTAIN BETTER VALUE FROM THEIR MEMBERSHIP BY SUPPORTING THEIR PROCUREMENT ACTIVITY

KPI 1: Increase the number of member events to five per annum. LUPC has far exceeded this target with almost 20 events held in total this year. A number of face-to-face events were delivered up until the first lockdown in March 2020. Events then moved to virtual ones, using online platforms such as Zoom or Microsoft Teams. This enabled LUPC members to keep abreast with and mitigate the impacts on procurement as a result of COVID-19, as well as to remain connected with their peers across the sector.

Events held in 2019-20 included:

- Two "Meet the team and LUPC inductions" for existing and new staff at member organisations on 3 October 2019 and 6 February 2020
- Heads of Procurement (HoP) Meetings on 5 November 2019 and 10 March 2020. From May 2020, one-hour HoP meetings were held fortnightly online until the end of July due

to the amount of change being encountered by members

- Introduction to EU Procurement training course on 23 January and 8 July 2020
- Advanced impact and influence communication skills course on 13 February 2020
- COVID-19 impact webinars on 15 April 2020
- LUPC/SUPC online conference sessions on 30 April 2020
- Graduation services online webinar on 22 May 2020
- Back to work supplies & H&S issues webinars on 11 June 2020
- Efficiencies in the HE sector webinar on 16 June 2020
- Travel webinar on COVID-19 issues on 8 July 2020
- Challenges in managing FM and managed services contracts impacted by COVID-19 on 21 July 2020
- Online webinars have been recorded and are available on the LUPC and SUPC Events [YouTube Channel](#).

KPI 2: Run further competitions each year on behalf of our Members or facilitate this through localised 'Hubs'. Consultancy agreements for three members running further competitions against framework agreements commenced.





OBJECTIVE B ENHANCING LUPC'S POSITION AS A LEADER IN RESPONSIBLE PROCUREMENT

KPI 3: Increase the number of suppliers assessed through the supplier due diligence system. LUPC, alongside sister consortia, APUC (Advanced Procurement for Universities and Colleges), has launched a shared supplier due diligence system called Sustain. All suppliers on LUPC framework agreements will be onboarded as agreements are awarded.

KPI 4: Improve on the ISO20400 score of 3.7 achieved in 2017. LUPC was re-assessed for ISO20400 in 2018-19 and achieved an increased score of 4.33 out of 5. No further action has been carried out on this in 2019-20.

Other responsible procurement highlights include:

- A one-day responsible procurement event held for members on 19 November.
- LUPC worked with BHRE on a consultancy project to deliver procurement staff guidelines for tackling trafficking in human beings in supply chains.
- Three LUPC staff continue to be involved with the national HEPA Responsible Procurement Group with one leading on the Human Rights sub-group.
- LUPC was a finalist along with The University of Greenwich for a Green Gown Award, which recognises the exceptional

sustainability initiatives being undertaken by universities and colleges. The partnership was shortlisted for EQUIANO, the human rights risk assessment tool designed to gather information to help identify the risk of human rights abuses in public supply chains.

- LUPC implemented a new section on their website to promote responsible procurement case studies.
- LUPC assisted the Organization for Security and Co-operation in Europe (OSCE) to deliver a project on policies and procedures to mitigate the risks of modern slavery issues in their supply chain. This was completed in Spring 2020.
- LUPC's Category Manager: Responsible Procurement completed the first of ongoing placements within member organisations, supporting London School of Economics (LSE) with their responsible procurement activity.

OBJECTIVE C SUPPORTING STUDENT EMPLOYABILITY AND APPRENTICESHIP DELIVERY

KPI 5: Employ at least one graduate or apprentice in post each year. LUPC had one graduate in post in 2019-20.

KPI 6: Deliver student employability outcomes through frameworks. 2019/20 Activity – Frameworks led by LUPC, where appropriate and relevant, include options for student employability.

CORPORATE STRATEGY

OBJECTIVE D IMPROVING OUR MEMBER ENGAGEMENT ACTIVITIES

KPI 7: An increase in the number of member visits annually, 137 carried out in 2016/17.

This specific KPI is currently no longer relevant with face-to-face visits not being possible during the pandemic. Full members are allocated a dedicated LUPC staff member who is in contact with their members to ensure they are fully supported, particularly during this difficult time. This includes virtual meetings held a minimum of every six months. Members also have an LUPC Executive Committee to liaise with if required. LUPC has also increased online networking opportunities for members to keep them connected and to provide regular updates on topical procurement issues.

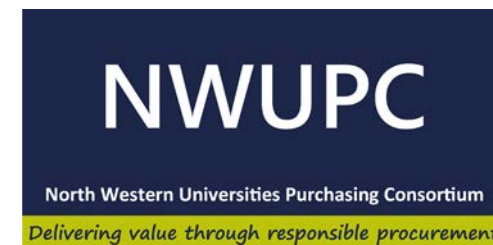
OBJECTIVE E WORK MORE CLOSELY WITH OTHER UK HE CONSORTIA TO ACHIEVE A MORE EFFICIENT USE OF PEOPLE, RESOURCES AND PROCESSES IN THE SECTOR

KPI 8: Successful delivery of the Further Collaboration Project (FCP) Advisory Board recommendations. A number of webinars have been delivered jointly with Southern Universities Purchasing Consortium (SUPC), including moving some of the planned annual LUPC & SUPC conference content online.

Over the past year, LUPC, and the other consortia which make up the UK Universities Purchasing Consortia (UKUPC) have been working ever closer together. KPI 8, focused

on LUPC's collaboration specifically with SUPC, which has now evolved to cover greater co-operation across UKUPC. Joint consortia activity in 2019-20 included:

- A UKUPC Impact Statement for 2018-19 was sent out with the LUPC 2018-2019 Annual Review providing details of the national collaboration.
- An Advanced Impact and Influence communication skills course arranged by LUPC for staff, members and other consortia members in February 2020.
- UKUPC national communications have been circulated to all UKUPC members around procurement issues arising due to both COVID-19 and Brexit.



ACCOUNTS

Income Statements

For the Year Ended 31 July 2020

	2020		2019	
	£	£	£	£
Turnover		1,157,839		1,263,699
Other Operating Income		12,625		-
		1,170,464		1,263,699
Staff costs	850,215		657,728	
Depreciation	410		3,548	
Other operating expenses	416,676		562,518	
		1,267,301		1,223,794
Operating (loss)/profit		(96,837)		39,905
Interest receivable & similar income		1,979		2,000
		(94,858)		41,905
Other finance costs		3,942		2,297
Profit before taxation		(98,800)		39,608
Tax on (loss)/profit		(4,595)		10,722
(Loss)/Profit for the financial year		(94,205)		28,886

Directors' Statement

The Income and Expenditure Account and Balance Sheet set out on page 18 are extracts from the full statutory accounts which were approved by the Directors on 11 December 2020 and on which the auditors have given an unqualified opinion. The statutory accounts, which should be consulted for a full understanding of the financial affairs of the company, will be submitted to Companies House.

Balance Sheet

31 July 2020

	2020		2019	
	£	£	£	£
Fixed assets				
Tangible assets		-		410
Current assets				
Debtors	300,484		526,899	
Cash at bank and in hand	943,916		681,048	
	1,244,400		1,207,947	
Creditors				
Amounts falling due within one year	195,632		138,848	
Net current assets		1,048,768		1,069,099
Total assets less current liabilities		1,048,768		1,069,509
Provisions for liabilities		155,445		81,981
Net assets		893,323		987,528
Reserves				
Retained earnings		893,323		987,528
		893,323		987,528

Auditors' Statement

We have examined the Income and Expenditure Account and Balance Sheet set out on page 18 and confirm that these statements have been accurately extracted from the full statutory accounts for the year ended 31 July 2020. The maintenance and integrity of the London Universities Purchasing Consortium website is the responsibility of the directors; the work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may occur to the financial information contained in the annual review made publicly available on the website. *Wylie & Bisset (Audit) Limited, 168 Bath Street, Glasgow G2 4TP.*

GOVERNANCE

Board

Neil Greenwood (Chair)

Director of Finance & Corporate Services
Natural History Museum

Linda Alexander

Director of Estates and Facilities
Ravensbourne University London

Mark Blaney

Finance and Resources Director
Royal College of Anaesthetists

Don Bowman

Director
London Universities Purchasing Consortium

Dr Olga Martin-Ortega

Reader in Public International Law
University of Greenwich

Ken Morrison

Director of Legal Services
St George's University of London

Carl Teigh

Finance Director
Regent's University London

Amanda White

Director of Finance
Royal College of Art

Caroline Heckscher – res. 3/6/2020

Procurement Director
University of London

Executive Committee

Daniel Barry

Head of Procurement
Royal Holloway, University of London

Emma Keenan

Deputy Director
LUPC

Alan Hill

Head of Procurement
Institute of Cancer Research

Martin Kelly – app. 2/1/20

Head of Procurement
South West London and St George's Mental Health NHS Trust

Cristian Martin - app. 2/1/20

Head of Procurement
London School of Economics

Joanna McKelvey

Head of Procurement and Contract Management
Royal Botanic Gardens, Kew

Chris Philpott

Head of Procurement
University of East London

James Rockliffe

Director of Procurement Services
London South Bank University

Jon Ryder-Oliver

Procurement Senior Business Partner
National Archives

Bahar Shahin

Head of Procurement
Queen Mary, University of London

Sue Weston

Director of Procurement
Jisc

Stephen Regalado – res. 31/12/19

Procurement Manager
University of London

MEMBERS

List of Members

FULL MEMBERS

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Aga Khan Foundation UK (part of Aga Khan Development Network)

Aga Khan University, The Institute for the Study of Muslim Civilisations

Alexandra Palace and Park Charitable Trust

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Biotechnology & Biological Sciences Research Council

Birkbeck, University of London

British Academy of Management

British Council

British Film Institute

British Museum

Camberwell College of Arts

Cell and Gene Therapy Catapult

Central Saint Martins College of Arts & Design

Chelsea College of Art & Design (UAL)

CITB - ConstructionSkills

Citizens Advice

City of London Freeman's School

City of London School

City of London School for Girls

Clinical Practice Research Datalink

Courtauld Institute of Art

Defence, Science and Technology Laboratory (DSTL)

Department for Environment Food & Rural Affairs

Diamond Light Source

Earlham Institute

Economic and Social Research Council

Engineering & Physical Sciences Research Council (UK SBS)

Equality Challenge Unit

Goldsmiths, University of London

Guildhall School of Music and Drama (incl City of London Independent Schools)

Harris Federation

Historic Royal Palaces

Horniman Museum and Gardens

Imperial War Museum

Institute of Cancer Research

Institute of Food Research

International Students House

Jisc

John Innes Centre

Kingston University

London Academy of Music and Dramatic Art

London Ambulance Service NHS Trust

London Business School

London College of Communication

London College of Fashion

London Metropolitan University

London School of Economics & Political Science

London School of Hygiene & Tropical Medicine (LSHTM)

London South Bank University

Medical Research Council

Medicines & Healthcare Products Regulatory Agency

Met Office

Museum of London

National Archives

National Institute Biological Standards & Control (NIBSC)

National Media Museum

National Nuclear Laboratory

National Physical Laboratory

National Portrait Gallery

National Railway Museum (SMG)

National Theatre

Natural Environment Research Council (UK SBS)

Natural History Museum

NBI Partnership

NHS Blood & Transplant (NHSBT)

Porton Biopharma

Public Health England

Queen Mary University of London

Ravensbourne

Regent's University London

Rose Bruford College

Royal Academy of Dramatic Art

Royal Academy of Music

Royal Albert Hall

Royal Botanic Gardens, Kew

Royal Central School of Speech & Drama

Royal College of Anaesthetists

Royal College of Art

Royal College of General Practitioners

Royal College of Music

Royal College of Paediatrics and Child Health

Royal College of Physicians

Royal College of Psychiatrists

Royal College of Surgeons of England

Royal Holloway, University of London

Royal Society of Chemistry

Royal Veterinary College

School of Oriental & African Studies

Science & Technology Facilities Council

Science Museum London

Science Museum Swindon

Sotheby's Institute of Art

South West London & St Georges

Mental Health NHS Trust

St George's, University of London

St Mungo's

Tate incl Modern, Britain, Liverpool and St Ives

The British Academy

The British Library

The Francis Crick Institute

The Institute of Ismaili Studies

The National Gallery

The Sainsbury Laboratory

Trinity College, London

Trinity Laban Conservatoire of Music & Dance

UK Research and Innovation

UK Shared Business Services Ltd (UKSBS)

United Kingdom Atomic Energy Authority

Universities UK

University of East London

University of Greenwich

University of London

University of Roehampton

University of the Arts London (UAL)

University of Westminster

Victoria & Albert Museum

Wimbledon College of Art (UAL)

Zoological Society of London (incorporating Institute of Zoology)

ASSOCIATE MEMBERS

Barking & Dagenham College

Barnet & Southgate College

Big Creative Academy

Brooklands College

Carshalton College

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City Literary Institute

City of Westminster College

College of Haringey, Enfield and North East London (CCCG)

Creative Process

Croydon College

Ealing, Hammersmith & West London College

Fashion Retail Academy

Guildford College

Havering College of Further & Higher Education

Havering Sixth Form College

HCUC College Group

Kensington & Chelsea College

Kingston College

Lambeth College

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London South East Colleges

Morley College

New City College

Newham College London

North East Surrey College of Technology (NESCOLT)

Richmond Adult Community College

Richmond Upon Thames College

South Thames College Group

St Paul's School

University Academy of Engineering South Bank

West Kent College

West Thames College

Westminster Adult Education Service

Westminster Kingsway College (Capital City College Group)

Woodhouse College

Working Men's College



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