

## Procurement: Part 1

### **Section 7: Procurement**

This section comprises of 4 questions and examines how the organisation affects change in its supply chain. The questions scrutinise the steps taken to ensure LGBT inclusive suppliers are procured and held to account. This section is worth 9% of your total score.

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

#### **7.1 Does the organisation train or give guidance to the person/team responsible for procurement around diversity and inclusion outcomes, inclusive of LGBT equality?**

**GUIDANCE:** Examples can include information booklets, programmes or training, but must explicitly mention LGBT equality in relation to procuring services.

Yes

Describe the role or team responsible for procurement:	Procurement services within HDUHB is provided through Shared Services Partnership. The role of Procurement Services is to provide a sourcing, supply chain, purchasing and accounts payable service to health boards and NHS trusts across Wales, while supporting the Welsh Government in the deployment of its procurement strategy and providing procurement expertise in specialist project areas. Teams across Wales also provide capital equipping services to the NHS. The sourcing work currently undertaken ranges from pharmaceuticals to food, through to utilities and medical consumables, while activities for the Welsh Government include supporting mental health services and the introduction of an All Wales Menu. In addition to the operational activities of the teams, Procurement Services also delivers significant cost savings for health boards and NHS trusts, while continuing to review its own operating processes and procedures to ensure that the service provided to its customers is both efficient and cost effective. <a href="http://www.wales.nhs.uk/sitesplus/955/page/52729">http://www.wales.nhs.uk/sitesplus/955/page/52729</a>
Describe the diversity and inclusion training or guidance they receive:	Procurement staff have access to the NHS Wales Centre for Equality and Human Rights Treat Me Fairly e-learning package, Cultural Competency training and also in-house Management Passport Programmes. Bespoke in-house training sessions delivered by the Board's Senior Equality and Diversity Officer (Engagement, Communication and Training) are also available on request.

## 7.2 Before awarding a contract, does the organisation scrutinise the following in the tender process?

**Tick all that apply**

**GUIDANCE:** Although it would be best practice, these criteria do not need to be deciding factors when awarding contracts. They should however still be scrutinised and appropriate action taken if the contract is awarded.

A. Whether the potential supplier has a policy which explicitly bans discrimination/bullying and harassment based on sexual orientation or gender identity

### Describe the options selected below:

A. Describe how the organisation scrutinises the potential suppliers' policies:	<p>The NHS Wales Standard Terms and Conditions for the Provision of Goods and Services is utilised for the procurement of goods and services across NHS Wales. These Terms and Conditions cover the following areas:</p> <ul style="list-style-type: none"> <li>• Section 49 – Human Rights Act 1998</li> <li>• Section 52 – Well-being of Future Generations (Wales) Act 2015</li> <li>• Section 58 – Equality and Non-discrimination</li> </ul>
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The section incorporated as to the Well-being of Future Generations (Wales) Act 2015 ensures that suppliers are working towards achieving the well-being goals, in particular for this submission we would draw your attention to the “more equal” and “cohesive communities” goals and sustainable development principle being adhered to in order to achieve these (long-term, prevention, integration, involvement and collaboration). Please also see Well-being Statement and Objectives for the organisation and Procurement Services’ specific Objectives for contribution towards these goals.

The section incorporated as to the Equality and Non-discrimination explicitly covers the protected characteristics under the Equality Act 2010 and all other applicable legislation, including the Public Sector Equality Duty for Wales and there is an additional section on the Human Rights Act 1998, which further supports this. Parties are also required to undertake Equality Impact Assessments, taking account of all impacts upon the protected characteristics and to advance equality of opportunity and foster good relationships.

Procurement Services strive to deliver the goals of the Well-being of Future Generations (Wales) Act 2015 through a holistic approach to its procurement processes and delivering community benefits. The dedicated Procurement Services website can be found at:  
<http://www.procurement.wales.nhs.uk/38393>.

Potential suppliers are required to complete a pre-qualification questionnaire which includes the following questions:-

8.1A8.1 A. 41.1 The Contractor shall comply with the Equality Act 2010 (“2010 Act”) ....

41.2 The Contractor acknowledges and agrees that the Authority.....is subject to the public sector equality duty set out in section 149 of the 2010 Act.

41.3 The Contractor must ..... comply with section 149 of the 2010 Act and warrants and undertakes to have due regard in its performance of this Contract to:

41.3.1 eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the 2010 Act;

41.3.2 advance equality of opportunity between persons who share a relevant protected characteristic (as defined in the 2010 Act) and persons who do not share it;

41.3.3 foster good relations between persons who share a relevant protected characteristic (as defined in the 2010 Act) and persons who do not share it.....

41.5 The Contractor shall provide to the Authority..... such information as the Authority..... may reasonably require to:

41.5.1 monitor the equity of access to the services;  
41.5.2 fulfil its obligations under legislation (including any sub-ordinate legislation);  
41.5.3 monitor equality of opportunity in employment.  
41.6 the Authority .... and the Contractor shall each undertake Equality Impact Assessments in accordance with the legislation (including any sub-ordinate legislation).

<https://www.gov.uk/guidance/public-sector-procurement-policy>.

## Procurement: Part 2

**7.3 Once a contract is awarded, how does the organisation hold the supplier to account?**

**Tick all that apply**

**GUIDANCE:** The slot in supplier monitoring meetings does not have to be specifically for LGBT related issues, but should be inclusive of them.

C. None of the above

**7.4 In the past year, how has the organisation engaged or collaborated with its suppliers? Tick all that apply.**

**Tick all that apply**

**GUIDANCE:** Joint LGBT diversity and inclusion training can also include sharing training with your suppliers.

E. None of the above