

Ethical Trading and Purchasing

1. Scope of Policy

The aim of this policy is to provide a framework for SUSU's trading with other organisations in a way that upholds and stays true to our own values as an organisation and a Students Union. We recognise there are and will be tensions within these values and our need to be financially sustainable within our Union Services directorate.

This policy has been approved on [add date] at [senate/trustee board].

This policy should be reviewed annually alongside the Union Services reports at Trustee Board, or it can be called for review.

2. The Review

Relevant SUSU staff and Sabbatical Officer(s) should undergo a review in the 6 months (Covid-19) of the current business partnerships they have, including but not limited to:

- PBSA (Purpose Built Student Accommodation)
- Advertising Agencies (e.g Redbus)
- Advertising partnerships
- Major suppliers in all Services Areas

The review should be measured against the guidance detailed in Terms of Reference, which includes the revised BAM guidance, the Expect Respect Policy, the Risk Register and Union Values.

3. The Process

This process will be carried out by the organisation wanting to partner with us, as well as the Director of Union Services, who will report back to SLT weekly.

1. The organisation is sent a form with the proposed criteria (below) to measure themselves against, and provide reasons why/why not they do not fulfill this criteria before progressing a conversation.
2. The Director of Union Services does a similar media check and simple search in case of any hidden surprises.
3. If there are concerns, they will speak to the company and address these
4. If the criteria is fulfilled, and any major concerns are addressed in discussion with Sabb/SLT, a partnership can happen
5. If the criteria has not been fulfilled and the organisation would like to appeal this decision, they can reply with reasons why to be reviewed by Sabb/SLT.

3.1 The Criteria

The Organisation in question...

- Has evidence of consistently upholding equality, diversity and inclusion values within its own company and its deliverables
- Holds a zero tolerance (either educational or otherwise) approach to discrimination, prejudice, hate crime, sexual misconduct and any victimisation within its own company and deliverables
- [If relevant] has genuinely made up for a history or past of not adhering to the above, and can demonstrate this if asked to provide evidence
- Can explain why this partnership can benefit, improve the experience or welfare of, students, and will not disadvantage them
- Does not have a direct negative impact on the environment and general sustainability values
- [If relevant] provides volunteering or workplace opportunities to all students, with an emphasis on BAME and minority students
- Does not partake in activities or is closely associated with other organisations that do go against the above
- [if primary user base are students] Does not exploit or disadvantage students through its business.

Decisions made about joining or dissolving partnerships at Sabb/SLT falls with Union President to have the deciding vote as Chair of Trustees where appropriate.

If the potential partnership in question will have a significant financial or reputational impact, a final decision should be made by the appropriate delegated people in the Governance Policy. (find roles)

Analysis such as (qualitative) cost-benefit analysis should be used to measure any potential trade offs (such as decreased income to fulfill an ethical stance), and should be used to encourage sourcing income that is in line with said ethical stance.

4. Covid-19

4.1 SUSU will commit to do its best to work with suppliers and businesses who are local to Southampton in order to contribute to helping our local community and student businesses in the aftermath of the Covid-19 crisis, where this is financially possible for us to do.

4.2 SUSU will not work with companies/suppliers who have gone directly against our values and stances during the Covid-19 crisis, more specifically PBSA's who have negatively impacted our students by not letting them out of their tenancy agreements, or arranged adequate alternatives, without good reason.

Policies to refer to:

Expect Respect Policy
Risk Register
Governance policy
BAM Guidance*

*Revisions are suggested to this guidance such as **removing:**

- Lap dancing
- Tattoo Parlours

And adding:

- Racist/Xenophobic Behaviours and attitudes/policies
- Promotion of discriminatory attitudes
- Promotion of products that are adverse to general emotional or physical wellbeing (e.g caffeine pills)

(For Note)

- Essay Writing Services
- Gambling
- Payday Lenders
- Alcoholic Drinks Promotions
- Animal testing (cosmetic or non-medical)
- Body-shaming or reinforcing negative body images
- Cosmetic surgery
- Clinical trials
- Environmental damage
- **Lap dancing**
- Racist/**Xenophobic** policies/behaviour
- **Promotion of discriminatory attitudes**
- Sexist policies/behaviour
- Tobacco sales
- **Tattoo Parlours**
- Letting companies offering HMOs