

## Appendix 1 – Full List of changes to RP Policy

Change	Justification
Added a table of contents	To comply with Accessibility guidelines
Added a forward	To outline the commercial case for responsible procurement.
Added Scope	To provide clarity as to who this policy is for.
Included suppliers in the scope of this policy	To provide clarity for suppliers.
Added definition of Responsible Procurement (RP)	To define what RP means at the City Corporation, a note on what our peers call it, and to ensure the three pillar approach is documented in RP policy.
Added rationale for RP policy e.g. legislation, external commitment to UN SDGs and as RB	To provide clarity on why this policy is necessary.
Added section on how we will deliver RP	Outlines the guiding principles and how RP commitments need to be considered at all stages of the procurement lifecycle.
Added in rules from the Procurement Code regarding specification development, RP weighting and contract extensions.	Added rule from Procurement Code to this policy to help outline RP at stages of procurement lifecycle.
RP weighting increased from 10% of quality to 10% of the overall score.	Recommendation to increase the weighting will bring the City Corporation in line with peers. There is a recommendation in the paper to increase the score to 15% overall from 1 April 2023. The policy will be amended at that time if the recommendation is approved.
Added note to SMEs	As the amendment to the scope now explicitly includes supplier, this was added to provide clarity for SMEs on our processes.
The number of commitments has changed from 18 to six.	This was undertaken to refocus the priorities making them more accessible to officers with buying responsibility and contract managers.
Removed commitment 'F' regarding living wage	There is a separate stand-alone <a href="#">Living Wage Policy</a> .
Removed commitment 'J' regarding road danger	There is a separate policy statement for <a href="#">Road Danger Reduction</a> .
Removed commitment 'K' regarding life cycle costing	Life-cycle costing is included in the Procurement Code and is a key part of the Climate Action Strategy.
Removed commitment 'M' regarding procuring 100% renewable electricity and reducing carbon intensity.	There is a separate policy on Renewable Electricity Policy and Sourcing Strategy. Energy reduction and efficiency is key part of the Climate Action Strategy.
Consolidated commitments 'H, I, L, N, O, P, Q and R' all concerning environmental sustainability.	To reduce the number of RP commitments these were focused under one Climate Action commitment.
Consolidated commitments 'B' and 'C' regarding reducing pay gaps and working with suppliers on equality, diversity and inclusion	To reduce the number of RP commitments these were focused under one commitment for equity, diversity and inclusion.

Enhanced definition of Supplier Diversity under previous commitment 'A' (facilitate SMEs in our supply chain) to include 'diverse owned enterprises'.	Incorporate the work of the Supplier Diversity Action Plan to include diverse owned enterprises.
Reworded Commitment D regarding meaningful work-related opportunities removing reference to 'service and works contracts'.	No material change. This wording was removed to make the commitments more accessible to non-procurement officers and suppliers.
Reworded commitment 'G' on modern slavery	No material change. The wording has been updated to use an active voice and in the style of the updated commitments.
Commitments are numbered instead of 'lettered'.	This will mainly be for ease of reporting, but the new commitments have been put in an order based on the City Corporation's strategic or statutory priorities.