

Supply Chain Sourcing Charter – Code of Practice



Encouraging Ethical Procurement Within Our Supply Chain

Cantium Business Solutions Limited (Cantium) is a Local Authority trading company (LATCo). We operate as part of the Global **Commercial Services Group of companies** (CSG) ultimately owned by **Kent County Council** (KCC). Cantium therefore plays a vital role in supporting both the public sector and the interests of the wider community.

The purpose of this supply chain charter is to set out our expectations of those who wish to engage with us and what they can expect from us.

Cantium embraces an ethical and sustainable approach to sourcing, contract management and service delivery. We expect our suppliers to operate under the same principles, assisting us to deliver opportunities for continuous improvement through the provision of innovative, cost effective and efficient solutions.

We are committed to building strong supplier relationships to deliver these objectives in support of all our stakeholders. Through our handling of each phase of the procurement cycle, from initial business planning through to contract award and contract management, we play our part and expect our suppliers to do likewise.

A photograph of a woman with long brown hair and a man in a dark blue sweater, both smiling and looking at each other in an office environment. A white circular callout box is overlaid on the left side of the image.

Our Purpose and Principles

Our purpose and principles are defined within this charter. As such, we invite current and potential suppliers to join us in embracing these ethical standards and practices for the greater good of the community and global resource sustainability.

Ethical Standards

- We take a zero-tolerance approach to all forms of bribery and corruption within the workplace. We are committed to acting professionally, fairly, with integrity and respect in all our stakeholder engagements.
- We take an ethical approach towards delivery of sustainability and social value programmes within the local community and expect the same from every supplier within our supply chain.

Health & Safety

- Our suppliers must meet our minimum health & safety notified requirements. Our aim is for ourselves and our suppliers is to achieve a zero-accident level of service delivery.
- In support of this approach, we expect all employees, suppliers and other stakeholders to identify, report and where possible, eliminate any hazardous situations in the work place where safe to do so.

Cyber Security

- We are an ISO 27001 and Cyber Essentials Plus certified business.
- As part of this approach, we aim to engage with suppliers that also adopt an equivalent rigorous approach to cyber security in relation to product security through to cyber safe training and e-safe working practices undertaken by staff.

Performance Monitoring

- We provide honest and clear feedback on contract performance and it is expected that our suppliers will be open and transparent and proactive with any agreed remedial actions and reporting requirements.
- We hold regular transcribed meetings with key contractors to ensure a quality approach taken to achieve a 'right first time' approach to service provision, on-time and within budget.

Environment

- We are focussed on achieving government lead carbon net zero targets and as such is committed to working with and alongside our suppliers and customers to achieve this ambition.
- We are an ISO 14001 certified business. As part of this approach, we aim to engage with suppliers that also adopt an equivalent approach to environmental improvement both in relation to product materials use, transportation minimisation, power reduction and innovation.

Modern Slavery

- We take a zero-tolerance approach to all forms of modern slavery and are committed to acting ethically and with integrity in all our business dealings.
- We are committed to vigilance within our supply-chains and engagement with associated stakeholders to enforce the eradication modern slavery, its drivers and its practices wherever found.

Living Wage

- We are a Real Living Wage employer which means all employees receive above less than the government set minimum hourly rate.
- We target contracting with suppliers that can confirm achievement of real living wage throughout their business, or that are a National Living Wage business working to achieve real living wage within the term of any contract.

Local Sourcing

- We place great emphasis on giving back to the communities in which we live, work and serve. Our strategic vision is "Increasing opportunities and Improving outcomes" within the community.
- We promote local investment and growth, aiming to secure products and services locally wherever possible and sourcing from SMEs whenever feasible.

