

# Matter Real Estate LLP

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Sustainable Procurement Policy

## 1. Introduction

This policy outlines the firm's approach and procedures relating to Sustainable Procurement for Matter Real Estate LLP ('Matter'). It applies to all funds and their general partners where Matter is appointed as Investment Advisor, including but not limited to:

- Matter UK Residential Income Fund SCSp
- Matter Gold ManCo S.à r.l.
- Placefirst SCSp
- Placefirst GP S.à r.l.
- Ruby Senior Living GP S.à r.l.

This policy takes account of and is informed by the best practice contained in ISO 20400:2017, 'Sustainable procurement – Guidance' which provides guidance to organisations, independent of their activity or size, on integrating sustainability within procurement, as described in ISO 26000, Social Responsibility.

This policy is part of a suite of policies supporting the Matter ESG Policy and acts to deliver on the aims of the Matter ESG Strategy. This document acts as transparent approach to procurement supporting economic, environmental and social sustainability.

### Aim and Scope

Matter's objectives with respect to Sustainable Procurement are:

- To ensure that Matter's purchased goods and services are sourced without undue negative impact on economic, ethical and environmental consideration;
- To influence Matter's investee companies to source goods and services in a manner to reduce the environmental footprint and enhance the social prospects of the local economy they operate in;
- To ensure Matter's business is operated in a financially sustainable manner.

This policy applies to all members and employees of Matter when making purchasing decisions. As the more material aspect of our work is through our influence with advised companies, Matter will use its position on the boards of investee companies to ensure their sustainable procurement policies align with the principles of this policy.

### Policy responsibilities

Ultimate responsibility for adherence to the firm's Sustainable Procurement policy lies with the CEO. The responsibilities of the firm and team members are set out within the body of the policy. Responsibility for maintaining and updating this policy lies with Richard Hunt. The policy should be reviewed at least annually.

## 2. Components of sustainable procurement

Matter's ESG strategy is focused on reducing its environmental impact and increasing its social contribution. The Sustainable Procurement policy supports this ambition through

the goods and services that are purchased through its day-to-day operations. Matter requires purchasing decisions to have consideration of the following:

- The environmental footprint of the goods and services purchased
  - Specifically for suppliers to have consideration of net zero targets
- The contribution to social wellbeing that the firms purchased from and goods purchased
  - Specifically for suppliers to be supportive of local job creation
  - Specifically in relation to supporting SME suppliers
  - Respect for human rights and prevention of modern slavery throughout the procurement process

We will always ensure that we pay our suppliers in accordance with the Prompt Payment Code.

In relation to our investee companies, we seek to influence their adoption of policies which:

- Support our supply chain in achieving net zero status by 2040, in line with our own commitments
- Integrate Modern Methods of Construction into our approach which also embrace deconstruction methods
- Adopt sustainable procurement material standards and environmental product declarations as a preference with a commitment to ensure all procured products and materials meet relevant standards by 2030
- Evaluate whole life costs through defined supply chain reporting and data requirements
- Develop approaches to support us working directly with local businesses, MSMEs, VCSEs, Social Enterprises and diverse businesses.

### **3. Implementation**

Where individual employees make purchasing decisions over £10,000 ex VAT they must include a weighted element based on the above sustainable procurement components. In some exceptional cases this may not apply – for example where there is only one possible suitable supplier.

### **4. Awareness and understanding**

As a small team, Matter employees are generally responsible for their own purchasing decisions and are responsible for the adherence to this policy.

All ESG policies including the Sustainable Procurement policy are communicated to all employees and available on team servers. Employees undertake training to understand the requirements of the policy and given use cases of how to implement it.

### **5. Governance**

Sustainable procurement policy is determined by the Matter Management Board and implemented by the CEO and senior directors of the firm. The Matter Management Board is responsible for identifying and reporting any risks in relation to the way sustainable

procurement policy is determined and implemented across the business. In particular, the Matter Management Board must be vigilant around potential conflicts of interest created by any particular purchasing decision, and on activities related to meeting sustainability objectives which may give rise to greenwashing, mis-selling or misrepresentation of purchasing activities.

The Matter Advisory Committee has ultimate oversight of sustainable procurement at the firm.

## 6. Document Control

Owner	David Christie	Chief Executive Officer
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Review Period	Annually	
Issue Date	November 2023	
Document Name	Sustainable procurement policy	
Document Version	1.3	

### Document History

Version	Author	Notes	Date
1.0	Jo Goddard	Initial document creation	November 2023
1.2	Jo Goddard	Updated initial document with revisions	April 2024
1.3	Jane Harrison	Minor wording revisions	May 2024