

Agenda Item No: **Report No:**

Report Title: **Lewes District Council's Sustainable Procurement Policy**

Report To: **Cabinet** **Date:** **9 January 2008**

Lead Councillor: **Cllr Freeman and Cllr Collict**

Ward(s) Affected: **All**

Report By: **Director of Planning and Environmental Services**

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Purpose of Report:

To approve and adopt an updated Sustainable Procurement Policy for the Council.

Officers Recommendation:

That the Cabinet is recommended to approve the Sustainable Procurement Policy as set out in Appendix 1.

Reasons for Recommendations

To update the existing Policy on Sustainable Procurement and to maximise the Council's ability to influence and control the provision of sustainable goods and services for the Council.

Information

- 1** As part of the Eco Management & Audit Scheme (EMAS) the Council has placed Sustainable Procurement at the heart of its contracting and purchasing programme.
- 2** The Council's Environment Policy reflects this and the requirements of the ISO 14001 standard mean that we need to manage the decision making and contractual arrangements for supplies and services to ensure that this happens.
- 3** Through the EMAS system processes and procedures have been developed which are applied corporately to achieve the objectives of the Policy which are:

- To maximise the environmental performance of the Council's contractors through the contract process; and to
 - Minimise the environmental impact of the Council's office purchasing.
- 4 The implementation of the Council's Sustainable Procurement Policy is largely undertaken through the guidance and direction of the Council's Procurement Working Group who have developed the Council's Procurement Strategy.
 - 5 The Council currently spends approximately £14,000,000 on externally procured works, goods and services and therefore can have a major contribution on "greening" of the supply chain.
 - 6 We have some notable successes in this field, including the following:
 - Our transport fleet has been purchased to be as environmentally friendly as practicable with our new refuse vehicles purchased to Euro IV specification and our electric kerbside collection vehicles custom made with a view to minimizing pollution emissions;
 - Our grounds maintenance contract with Wyevale has required them to achieve ISO 14001 accreditation; and
 - Our electricity is supplied from a Green Tariff.

The Current Position

- 1 In March 2007 the Government published the UK Government "Sustainable Procurement Action Plan" detailing how it intends to take sustainable procurement forward in the public sector. Local authorities were consulted during the summer, the outcomes of which are yet to be published. There is however an expectation that local authorities will be required to take forward the recommendations contained in the action plan. The Action Plan contains five levels that councils should aim to achieve. The South East Centre for Excellence (SECE) has initiated a project with the aim of assisting all 74 local authorities in the region achieving Level 1 by April 2008. A key element of achieving Level 1 is to sign up to a Sustainable Procurement Policy.
- 2 As Lewes District Council is so far advanced in its Sustainable Procurement practice we have been invited by the SECE to act as an Exemplar Council for East Sussex, one of eight in the South East region, to provide guidance and good practice for other Local Authorities to follow, if they choose to go down this route.
- 3 The Council is annually assessed for its Use of Resources by its external auditor. A key criterion for assessment under value for money for 2008 is sustainable procurement.
- 4 The Government, in particular, is now expecting Local Government, and indeed all public bodies, to procure goods and services sustainably through its White Paper – Government Sustainable Development Strategy 'Securing the Future' (March 2005) and subsequently in 2007 the 'UK Government Sustainable Procurement Action Plan

- 5 Furthermore, the Local Government Association (LGA) published its Commission report on Climate Change on 5 December 2007 which also recommends Local Authorities concentrate on Sustainable Procurement as a major factor in cutting carbon levels, both within the organisation and in their areas.
- 6 As a result of this invitation and these recommendations, Officers are reviewing our existing arrangements and to revise and update our Policies on Sustainable Procurement.
- 7 Attached in Appendix 1 is an updated Policy which will fully accord with our existing EMAS and Procurement procedures and processes. It does set out more clearly to Committees, Officers and suppliers what is expected and, more especially, how the Council intends to do business.

Financial Appraisal

- 1 There are no direct financial implications to this to this report. There are however financial consideration pertinent to each contract and purchase made by the Council. When selecting suppliers the Sustainable Procurement Policy will require that green issues are considered alongside those of cost, risk etc as part of our everyday procure. This in effect already takes place, but the adoption of this Policy makes it more explicit.

Environmental Implications

- 1 I have completed the Environmental Implication Check list and there are significant implications to this report.

Risk Assessment

- 1 I have completed the Risk Management Checklist and have identified the following risks if a Sustainable Procurement Policy is not adopted:
 - The reputation of the council as a Leader of Environmental excellence may be damaged if the Sustainable Procurement effort is not promoted to maximum effect.
 - That the Council's Use of Resources scores could reduce if it does not address sustainable procurement effectively.
 - Our commitment to mitigating climate change may be weakened if we do not use this opportunity to advance Sustainable Procurement.

Background Papers

Environmental Statement 2006/07.

Appendices

Appendix 1: Lewes District Council's Sustainable Procurement Policy

Appendix 1

Lewes District Council's Sustainable Procurement Policy

The Council recognises it has a vital role in furthering sustainable development through its procurement of buildings, goods, works and services. Procurement decisions have a major socio-economic and environmental implication, both locally and globally, now and for future generations. The Council will therefore strive to:

People, Education and Awareness

- Educate, train and encourage internal purchasers to review their consumption of goods and services, reduce usage and adopt more environmentally friendly alternative products.
- Communicate the Sustainable Procurement policy to all staff, suppliers and stakeholders.

Policy, Strategy & Procurement Process

General:

- Promote and embed best practice for sustainable procurement.
- Work in partnership with other South East Region Councils to maximise sustainable procurement gains.

Environmental Products:

- Consider the costs and benefits of environmentally preferable goods, suppliers and services.
- Wherever possible and practicable, specify a requirement in line with nationally or regionally agreed minimum specifications.
- Where such exact specification is not possible, offer a facility for suppliers to submit offers for environmentally friendly alternatives.

Environmental Construction, Biodiversity & Recycling:

- Set targets for Carbon Management, BREEAM and sustainable construction, refurbishment and maintenance.
- Fulfil obligations under the Biodiversity duty as part of Sustainable Development plans.
- Investigate opportunities for recycling, reduced usage, bulk delivery and better packaging.

Socio-Economic:

- Fully support the Council's commitment to the Small Business Friendly Concordat and Voluntary and Community Sector (VCS) Compact.

- Ensure that where appropriate and allowable, sustainability criteria are part of the supplier evaluation process and are used in the award of contracts.

Engaging Suppliers:

- Communicate the Council's sustainability objectives to our suppliers.
- Encourage and persuade suppliers to adopt environmentally friendly processes and supply environmentally friendly goods and services as part of their Corporate Social Responsibility.
- Address barriers to the Council doing business with Small Business & Voluntary sectors.

Measurements & Results

- Comply with all legislation relevant to sustainability.
- Collaborate with South East Region Council[s] to meet the targets of a Joint Action Plan.
- Support achievement of local Council targets for Sustainability improvement.