

Green Tendering Support for APSE Local Authorities

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Introduction

- What is Green / Sustainable Procurement?
- What Does SP Mean To Public Bodies?
- The Flexible Framework
- Green Tendering and The Law
- Why Bother Greening My Tender?
- How Can My Tender Be Greener?
- The APSE Green Tendering Tool

What Is Green / Sustainable Procurement?

“Sustainable procurement ensures that the acquisition of goods and services has as little adverse impact (and as great a beneficial impact) on people and the environment as possible.”

(www.cannybuyer.com)

What Does SP Mean To Public Bodies?: 1

- Nearly 1,000,000 hits on Google for the term “environmentally friendly procurement”
- c50% of the first 10 pages of hits concerned public bodies
- Most / all public bodies want to influence the “well being” agenda (social, economic and environmental) and procurement is their biggest weapon
- c£150 bN is spent each year by public bodies in the area of procurement in the UK alone

What Does SP Mean To Public Bodies?: 2

- Public procurement guidance from HM Treasury and, since April 2000, Office for Government Commerce (OGC) has two basic objectives:
 - “To achieve continuing improvement in value for money based on whole life cost and quality”
 - “To enhance the competitiveness of suppliers through the development of procurement systems and practices”

What Does SP Mean To Public Bodies: 3

- In their own words
 - *“wherever possible, when specifying goods, ensuring that less environmentally damaging products are referred to. A simple example would be when ordering furniture, any woods used should be from sustainably grown sources.”* (DCMS)
 - *“... are manufactured, delivered, used and disposed of in an environmentally and socially responsible manner”* (Hastings Borough Council)
 - *“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”* (Lewes District Council)
 - *“Staffordshire Procurement is charged with delivering social and environmentally sustainable friendly contracts. All Staffordshire Procurement contract items that have been evaluated and proven to be environmentally friendly will have their environmental credentials highlighted within their description.”* (Staffordshire County Council)

What Does SP Mean To Public Bodies?: 4

- **Social Well Being**
 - Local Products
 - Local Labour
 - Local Services
- **Economic Well Being**
 - Whole Life Costing (“Cradle to Grave” issues)
 - Community Benefit (More money in the local economy)
 - “Price+” / Best Value (Not just a £ issue)
- **Environmental Well Being**
 - Reduced impact on the environment (less virgin material / “food miles”)
 - Independent verification (“Fairtrade” / ISO / other known logos)
 - Better use of resources

What Does SP Mean To Public Bodies?: 5

- In the 2005 Sustainable Development Strategy, the UK Government stated its ambitious goal to be amongst the leaders in the EU on sustainable procurement by 2009. It recognised that current initiatives alone would not deliver that.
- To this end the Sustainable Procurement Task Force (SPTF), jointly funded by the Department for the Environment, Food and Rural Affairs and HM Treasury, was set up under the Chairmanship of Sir Neville Simms
- The outcome, in 2006 was:
['Procuring the Future' - The Sustainable Procurement Task Force National Action Plan](#)
- A key element delivered by the Task Force was the tool the “Flexible Framework”
- <http://www.actionsustainability.com/benchmarking/>
- It enables public bodies to assess their performance in the area of sustainable procurement
- 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

The Flexible Framework

- Five elements are defined
 - People
 - Policy Strategy & Communications
 - Procurement Process
 - Engaging Suppliers
 - Measurements and Results
- Five “levels” of maturity are defined
 - Foundation
 - Embed
 - Practice
 - Enhance
 - Lead
- Public bodies set targets for achievement in attaining higher levels of outcome in the framework as part of their policy lead on procurement
- Key interface for suppliers to use to engage with public bodies they wish to tender work for

Green Tendering and The Law: 1

- UK Public bodies are obliged to follow the relevant Public Procurement Regulations:
 - The Public Works Contracts Regulations 1991 (SI 1991 No. 2680)
 - The Public Services Contracts Regulations 1993 (SI 1993 No. 3228)
 - The Public Supply Contracts Regulations 1995 (SI 1995 No. 201)
 - The Public Contracts (Works, Services and Supply) (Amendment) Regulations 2000 (SI 2000 No. 2009)

Green Tendering and The Law: 2

- The UK regulations set a threshold for contracts above which certain procedures must be applied to the tendering and award of contract
- For DCMS these were (2008):
 - Supplies £99,695
 - Services £99,695
 - Works £3,834,411
- Therefore bear in mind what the thresholds for the public body you are tendering to are in advance of submission! (They will be less for smaller organisations)

Green Tendering and The Law: 3

- The regulations set out rules relating to advertising the requirement by way of a Notice in the Official Journal of the European Union (OJEU) including:
 - The manner in which tenders may be sought
 - Minimum timescales for tendering
 - The criteria which may and may not be applied to the selection of tenderers, and
 - The contractor and technical specifications that may be applied
- Under EC Procurement Directives tenderers will not be excluded from bidding on non-economic grounds. Bidders can be excluded if they fail to meet specific green procurement requirements, but not because of other general environmental considerations

How A Tender Can Be Greener?: 1

- **Policies**
 - Waste management / recycling
 - Energy generation / purchase / consumption
 - Travel
 - Materials Use (double sided printing etc.)
 - Local employment
- **Procedures**
 - Energy use / switch offs
 - Vehicle sharing / cycle use
 - Waste materials separation
 - Environmental training / certification for staff

How A Tender Can Be Greener?: 2

- Proof



- Environmental Management System (EMS) Installation

- Accreditation from independent bodies (WRAP etc.)

- Carbon footprint definition



- Performance



- Energy usage reduction per staff member over time

- Volumes of material recycled / reused

- Numbers of local people employed

- Benefits of local sourcing to the local economy



The APSE Green Tendering Tool: 1

- APSE-commissioned research into delivering a tool to:
 - Evaluate tenders “neutrally and legally”
 - Add weight to the support of sustainability
 - Be transparent to all interested parties
 - Be usable across the UK
 - Able to support individual LA’s needs / policies on sustainable development

The APSE Green Tendering Tool: 2

- Tool will be simple to use (Excel Spreadsheet)
- Embed key elements with visible weightings
- Customisable to the needs of individual LA's
- Fed back to a number of LA's between June – July 2009
- “Launched” at the APSE National Conference in Cardiff in September 2009

The APSE Green Tendering Tool: 3

Sustainable_Procurement_Tool_July_2009.xls [Compatibility Mode] - Microsoft Excel

Security Warning Automatic update of links has been disabled Options...

C31 Do you consider employing the long-term unemployed?

Sustainability Evaluation - Social												
Supplier	No supplier	No supplier	No supplier	No supplier	No supplier	No supplier	No supplier	No supplier	No supplier	No supplier	No supplier	No supplier
Ref.	Question	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade
SOCIAL CREDENTIALS												
S.1	Do you use volunteers?											
S.2	Do you accept work experience students?											
S.3	Do you encourage your staff to volunteer for worthy causes?											
S.4	Do you have a policy of employing local labour?											
S.5	What percentage of your staff live within 5 miles of their place of work?											
S.6	Do you offer your staff the opportunity to work flextime?											
S.7	What period of Paternity leave do you allow your staff?											
S.8	Do you offer your staff CPD training?											
S.9	Do you consider employing the long-term unemployed?											
S.10	Does your company perform any testing on animals?											
employment practices												
work-life balance												
Wiegthing (out of 10)		Score										
S.1	5 Do you use volunteers?	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S.2	4 Do you accept work experience students?	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S.3	3 Do you encourage your staff to volunteer for worthy causes?	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S.4	5 Do you have a policy of employing local labour?	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S.5	10 How many of your staff live within 5 miles of their place of work?	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S.6	7 Do you offer your staff the opportunity to work flextime?	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S.7	8 What period of Paternity Leave do you allow your staff?	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S.8	10 Do you offer your staff CPD training?	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Do you consider employing the long-term unemployed?		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Instructions Suppliers Social Environmental Economic Summary

Ready

Inbox - Mic... APSE netw... Revised PD... Database st... FW: APSE P... Frontline_S... green tend... Microsoft E...

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