

Lunch and Learn: Sustainable Procurement Guidance & Toolkits

Approaches for Local Government Association and York &
North Yorkshire LEP



Agenda

- 1. Introductions: Eunomia Research and Consulting Ltd & Sustainable Procurement Limited**
- 2. Project overviews**
 1. Eunomia - A Low Carbon Procurement Toolkit for York & NY LEP
 2. SPL - Sustainable procurement: delivering local economic, social and environmental priorities for LGA.
- 3. Key takeaways**
- 4. Discussion**

Eunomia

Low Carbon Procurement Toolkits

Emma Fletcher

Senior Responsible Procurement Consultant

Project summary

Eunomia was commissioned to support the reduction of greenhouse gas emissions derived from procured goods, works and services, through the mechanism of a Low Carbon Procurement Toolkit, for 14 local authorities of the York & North Yorkshire LEP.

Key aim: to develop a functional, operational tool to support procurement staff.

1. Help procurers to understand the carbon impacts linked to the purchase of goods, services and works; and
2. Provide guidance on embedding low-carbon principles within procurement process and contract management.

2030

VISION

York and North Yorkshire thriving as a competitive, carbon-neutral circular economy that benefits businesses, society and the environment.

STRATEGIC GOALS

Our mission is to work collaboratively to transform systems at scale and speed, so York and North Yorkshire are recognised as leaders in the delivery of circular economy excellence and addressing climate change. This will deliver economic, environmental and social benefits.



Process

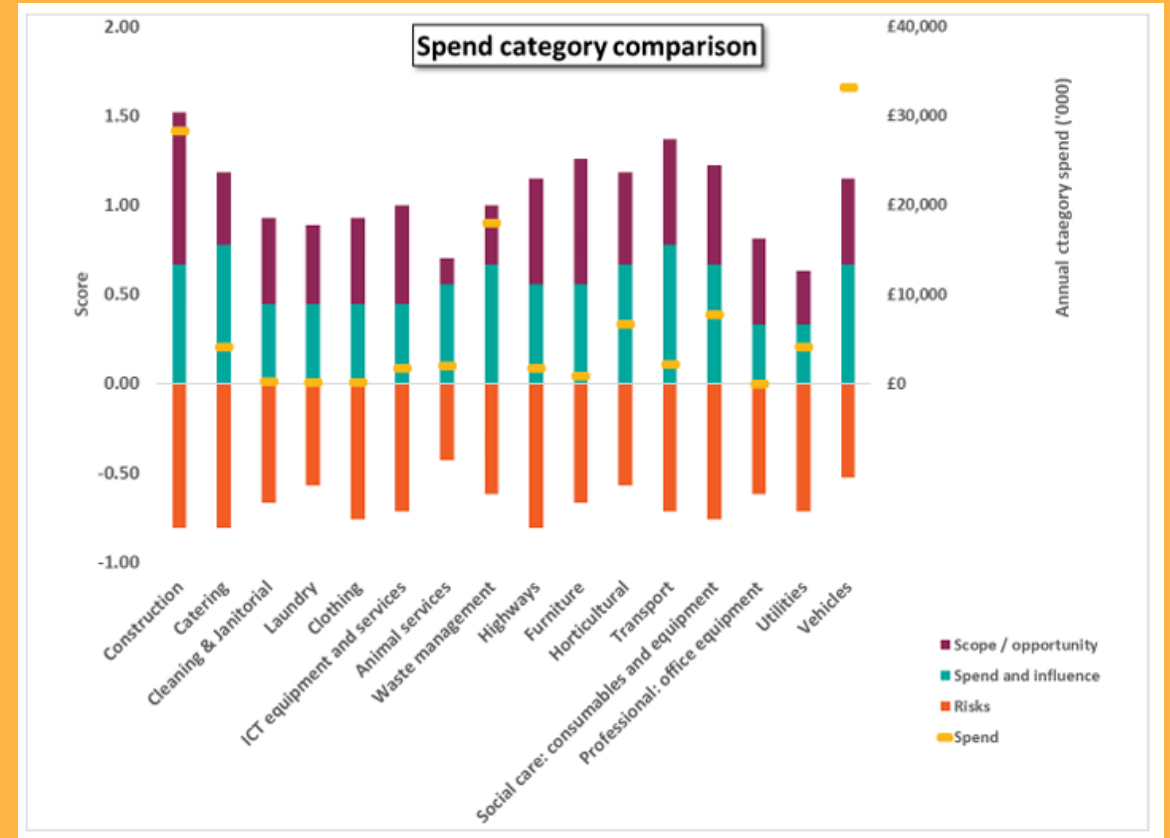
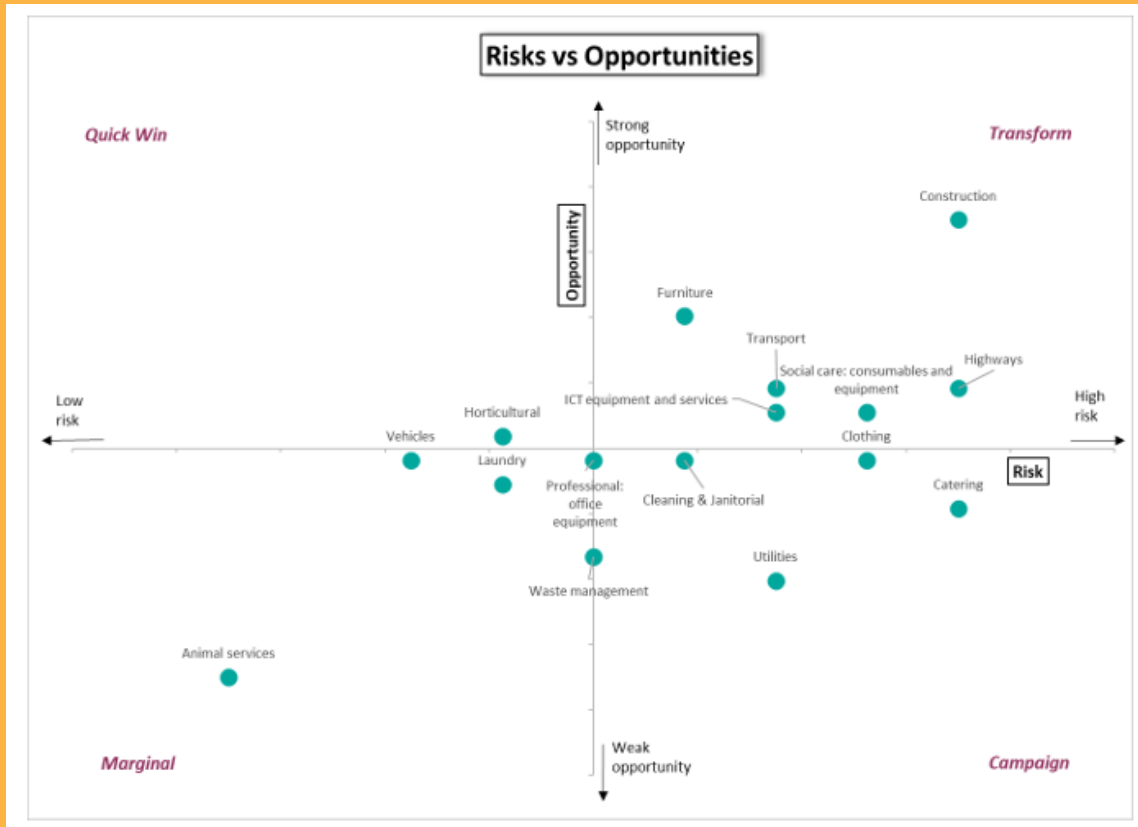


Output 1 – Strategy review


Procurement Strategy identifies and links to corporate goals on carbon reduction, sustainability, circular economy	Red	Red	Green
Social Value addressed in strategy	Green	Yellow	Green
Environmental impact from procurement / climate emergency referenced and net zero date included	Red	Red	Yellow
Strategy aligned to wider external goals/documents	Yellow	Red	Red
Scope 3 baseline undertaken in procurement	Red	Red	Red
Steps in place for reducing carbon impacts of procurement	Red	Red	Yellow
Action plan in place	Red	Red	Red

Bespoke report per Authority with findings, recommendations and template sustainable procurement strategy wording.

Output 2 – Spend, Carbon & Prioritisation




Output 3 - Toolkit development



Low Carbon Procurement Guide
Guidance to help public sector organisations purchase low carbon and circular solutions

Construction: Built Environment, Roads and Highways


Eunomia Research and Consulting Ltd
Commissioned by York & North Yorkshire Local Enterprise Partnership
June 2021



Low Carbon Procurement Guide
Guidance to help public sector organisations purchase low carbon and circular solutions

Goods and Services: Vehicles and Transport, Catering, Furniture, ICT Hardware

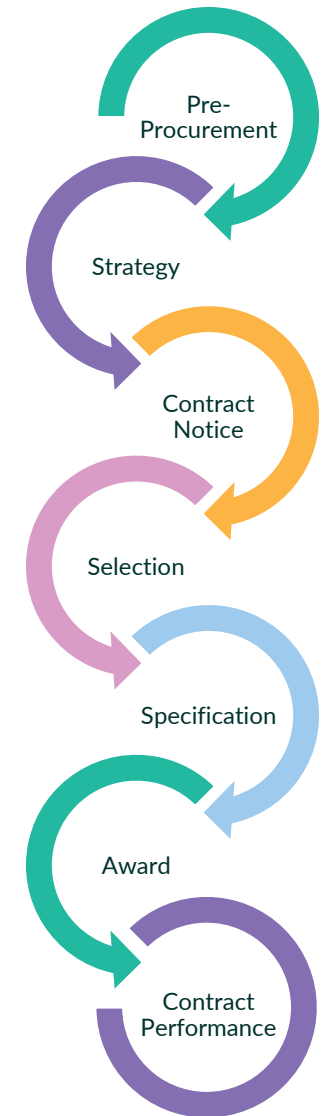

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Low Carbon Procurement Guide
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Toolkit

Life Cycle Impacts (Environmental) of Vehicles and Transport

Raw Material Sourcing Impacts

Material extraction for metals and oils - land destruction, toxic pollution, energy intensive activities, emissions associated with extraction, use of fossil fuels and water consumption. Lithium mining and refining consumes 2,000 tonnes of water per tonne of lithium produced. Transport (logistics) emissions. Use of Rare Earth Metals.

Actions

- > Mandate any prohibited materials / chemicals. Understand full carbon impact of product, not only tailpipe emissions.
- > Consider alternative means to fulfilling the 'need', such as partnership working with other local organisations to ensure maximum utilisation of assets.

Low Carbon Opportunity

- > Increased use of remanufactured components in service, repair and maintenance help reduce reliance on 'new' mined finite materials.
- > Review the proposed 'need' - look to avoid purchase, consider leasing, and rationalise / optimise assets to increase utilization and reduce the overall requirement.

Process, Manufacture and Distribution Impacts

High energy use associated with manufacturing and processing. Water use in manufacturing process. Waste generation in manufacturing process. GHG emissions associated with manufacture, infrastructure and logistics (raw material transfer for processing, sub-component assembly, final assembly, distribution and supply).

Actions

- > Consider logistics of distribution from point of manufacture.

Low Carbon Opportunity

- > Request embodied carbon figures to enable carbon impacts of manufacture to be assessed.
- > Assess readiness of infrastructure to support proposed vehicle (e.g. BEV charging).

In Use Impacts

Tailpipe emissions. Rate of vehicle utilization. Service, repair and maintenance (SRM) - infrastructure requirements, skills and costs vary between BEV and gasoline vehicles. Noise and fuel efficiency associated with vehicle use. Microplastics associated with tyre wear. Pollutants from brake wear and road wear emissions. Disposal of wear and tear items (e.g. tyres) and oils and lubricants in SRM.

Actions

- > Evaluate proposals on tailpipe emissions in line with corporate policy and targets to meet carbon reduction goals.
- > Consider fleet requirement and planned usage rates - can volumes be reduced, or needs fulfilled another way?
- > Use whole life costing (WLC) to include all costs associated with vehicle supply, to ensure a fair and 'like for like' comparison.

Low Carbon Opportunity

- > Use WLC to demonstrate total life value of electric vehicles - SRM costs for fully electric vehicles are around 40-60% lower than for a petrol or diesel car, OR use of Total Cost of Ownership (TCO) to include factors such as noise levels of proposed vehicles.
- > Consider alternative practices to requirement fulfilment, such as Demand Driven Transport (DDT) and network planning.

End-of-Life Impacts

Transport emissions for vehicle scrapping. Energy associated with vehicle disassembly, material recovery and reprocessing. Loss of valuable material resource.

Actions

- > Recovery of components for remanufacture.
- > Mandate recyclability levels of assembled products and component parts.
- > Ensure bidders have in place end-of-life management plans to meet reuse/recyclability/material recovery targets.

Low Carbon Opportunity

- > Ensure bidders have the capability to manage vehicles effectively at end-of-life to ensure maximum reuse, material recovery and material value is retained. Recycling of tyres into 'downgraded' alternative products (e.g. playground surfacing or equipment).

Award

The authority has a commitment to reach Net Zero by 20XX. Please detail below the emissions data for all vehicles proposed to be used in delivery of the service.

Vehicle Type (e.g. BEV, Hybrid, Diesel (state Euro level))	Number of each vehicle to be used	Vehicle age (year of manufacture)	Expected mileage per vehicle per annum	Vehicle certified* CO2 emissions rate

Question: Service delivery (Transport)



*Verification process will require evidence of vehicle certification prior to contract award and ongoing through contract term.

[Use the data provided to determine total carbon emissions level for service]

Specification

'Food and ingredients supplied under this contract must be sourced from locations (point of origin) managed in a sustainable manner. Particular attention must be paid to [list food/ ingredients]. Verification of the source location (country/region of origin) and sustainability measures in place must be provided.'

'Any independent verification schemes the supplier is a party to and relied upon during a tender must be maintained throughout the life of the contract. Any new verification schemes to be used during the agreement must be agreed as suitable between the parties before replying upon it as a means of supply chain verification'.

[Verification could include use of appropriate labels, such as MSC, or equivalent. In doing so, a label must be:

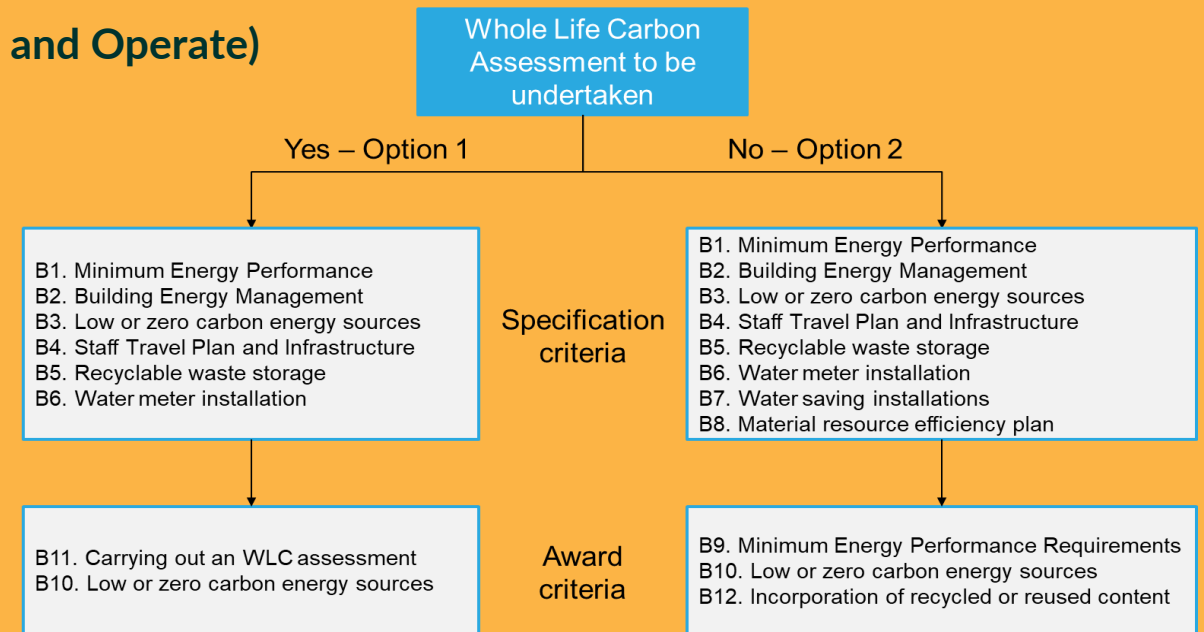
- linked to the subject of the contract (and all criteria must be relevant)
- clear to judge in an open and fair way to and can be compared to alternative schemes
- open to anyone who meets the standards



Built Environment, Roads & Highways

The toolkit, guidance and model wording addresses:

- **Contract type (e.g. Design / Design and Build / Design, Build and Operate)**
- **Procurement phases for:**
 - Selection of design team and contractors
 - Detailed design and performance requirements
 - Strip-out, demolition and site preparation work
 - Construction of the building or major renovation works
 - Installation of energy systems/supply of energy services
 - Completion and handover
 - Facilities management
- **Selection and use of Whole Life Carbon Assessments**
- **Project Target Setting**



Toolkit training

Webinar sessions to:

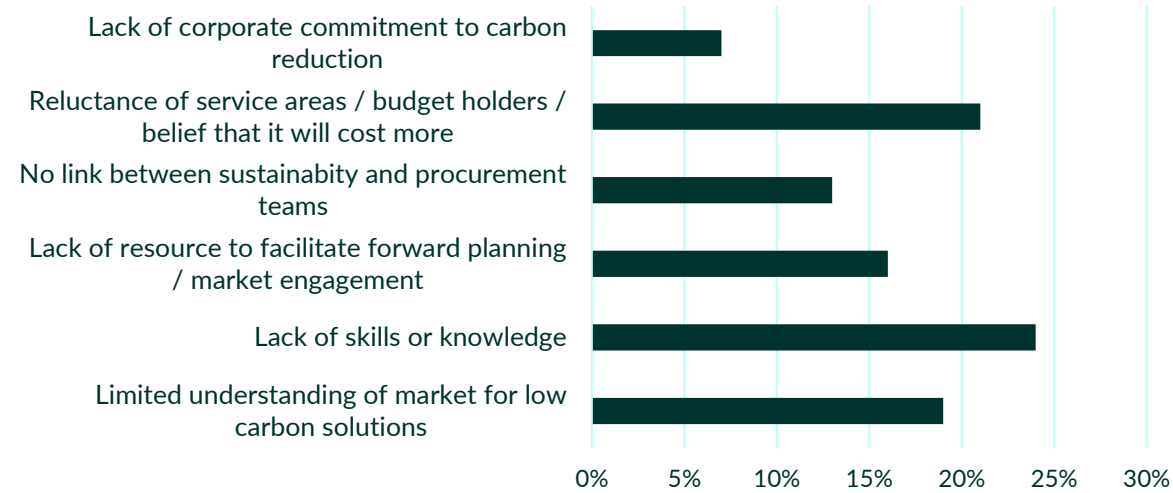
- Raise awareness and help embed application of the Low Carbon Toolkit across the LA partnership
- Discuss barriers and solutions to successful implementation of low carbon sourcing

3 session to address information needs of different stakeholders:

Webinar	Audience	Topics
1	Sustainability professionals	How to work with stakeholders to embed low carbon sourcing principles + page turn of toolkit
2	Procurement professionals	Introduction to Scope 3, how to embed low carbon sourcing in tenders and contracts + page turn of toolkit
3	Built environment professionals	Introduction to Net Zero and Whole Life Carbon Assessments for the Built Environment + page turn of toolkit

Poll Findings

What are the barriers to embedding low carbon procurement?

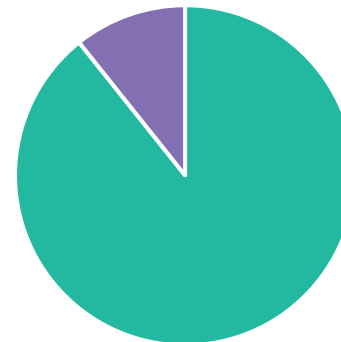


How is sustainability threaded through procurement process?



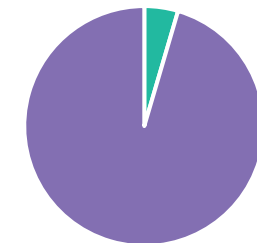
- There is a sustainable procurement policy
- It is fully threaded through
- It is not considered

Have you carried out market engagement for low carbon supply?



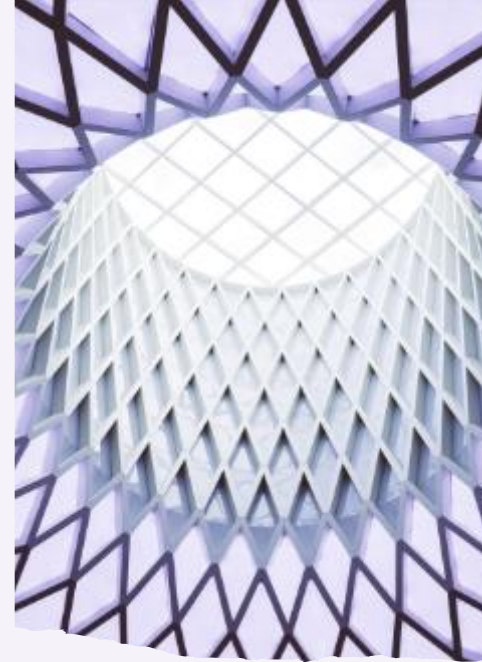
- No - we do ME but not for low carbon
- No - we don't do ME

Does your organisation have Net Zero in its Procurement Policy?



- Yes
- No

www.eunomia.co.uk



Sustainable Procurement

- Delivering Local Economic, Social and Environmental Priorities –

A toolkit for commissioners, procurement practitioners and contract managers

Philip Duddell

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Who is it for?



Sustainable procurement
Delivering local economic,
social and environmental
priorities

A toolkit for commissioners,
procurement practitioners
and contract managers



- Councils who have limited resources and need to know where and how to start in using this to meet their local priorities.
- Councils who need broad up to date guidance on how to embed economic, social and environmental value into their contracts.
- Councils who want guidance on specific themes
- Councils who are keen to take their approach to the next level.
- Stakeholders involved in designing services, commissioning, specifying, procuring and managing procurements and supplier relationships.



SUSTAINABLE PROCUREMENT LIMITED
Insight, Innovation, Intelligence

Delivering Economic, Social and Environmental Value

A toolkit for commissioners, procurement practitioners and contract managers



- Aligned with Social Value, Community Wealth-building, Inclusive Growth and Climate Change objectives.
- Aligned with TOMS.

What it is not:

- It can't provide all the answers.
- Up to local authorities to determine relevance and proportionality.

Consultation

All councils

Audience

Linking to existing guidance

Case Studies

'Raise the bar'



The Toolkit



Top Tips

- **Starting out and key principles** (*suitable for local authorities starting out or who have limited resources*).
- **Pre-procurement/ commissioning** - early consideration with key stakeholders (*suitable for all those involved in setting policy and budgets, designing and commissioning services and setting specific procurement requirements e.g. Councillors, Executives, Heads of Service and Planning etc*).
- **Procurement tips through the procurement cycle** (*suitable for procurers who are starting out*).
- **Contract management tips** (*suitable for contract and supplier managers and those developing specifications and reporting on outcomes delivered*).



The Toolkit

Topic guidance



-suitable mainly for procurers, contract managers and subject matter experts-



- Climate Change – Energy
- Climate Change – Vehicle Emissions
- Climate Change – Embodied Carbon
- Climate Change – Adaptation
- Natural Environment
- Resources, Waste & Circular Economy
- *Jobs & Skills*
- *MSMEs & VCSEs*
- *Reducing Inequality*
- *Ethical Procurement*
- *Health & Wellbeing*
- *Healthy Communities*

Delivering Economic, Social and Environmental Value

A toolkit for commissioners, procurement practitioners and contract managers

Topic: healthy communities

Content

Description and context	Commissioning and pre-procurement	Procurement	Contract and supplier management and monitoring
<ul style="list-style-type: none"> Description and scope 	<ul style="list-style-type: none"> Commissioning and pre-procurement guidance 	<ul style="list-style-type: none"> Supplier selection 	<ul style="list-style-type: none"> Contract and supplier management
<ul style="list-style-type: none"> Legal and policy context 	<ul style="list-style-type: none"> Pre-contract notification 	<ul style="list-style-type: none"> Specification Evaluation and award 	<ul style="list-style-type: none"> Monitoring and reporting

Description and scope of guidance

Description	<ul style="list-style-type: none"> Are there opportunities to enhance community safety and health through supporting community consultation on design of local services in contract delivery, encouragement of community initiatives, and regeneration of disadvantaged communities?
'Priority' categories (sample)	Community and place-based service and works contracts, eg: <ul style="list-style-type: none"> social care education transport construction food and catering
Specific outcomes this supports (local and UN SDGs)	

Opportunities to enhance disadvantaged communities and engender greater community participation, and their link to commissioning and procurement, may include (others may apply):

- Construction contract – space planning to promote physical and mental health, including design and use of green spaces such as potential systems to capture emissions (eg [Southampton's living wall](#)), jobs and training for disadvantaged groups (see 'Jobs and skills' eg support for ex-offenders), community consultation.
- Highways contract – design of roads and cycleways/walkways to enhance active travel.
- Transport contract – emissions standards and low emission zones to improve air quality, use of new technology to filter air quality (such as [Airferno buses](#)), safety standards for HGVs (eg London's [Direct vision standard](#)), initiatives to provide transport for isolated people.
- ICT contract – support for initiatives to enhance digital inclusion, including for older and disadvantaged people, reducing social isolation.

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Topic: ethical procurement

Content

Description and context	Commissioning and pre-Procurement	Procurement	Contract and supplier management and monitoring
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Description and scope of guidance

Description	<ul style="list-style-type: none"> Are there risks relating to, and opportunities to mitigate exploitation – eg human rights, modern slavery, trafficking and working conditions, anywhere within the supply chain? Are there risks relating to, and opportunities to ensure, minerals used in products or equipment procured or used in service contracts are verified as 'conflict free'?
'Priority' categories (sample)	Exploitation: <ul style="list-style-type: none"> electronics and high tech construction textiles, footwear food processing agriculture mining/minerals logistics and storage services – facilities management, social care. Conflict minerals: <ul style="list-style-type: none"> electronic equipment GPS systems aircraft/car engine parts packaging lithium-ion batteries recycling/waste chemical compounds.
Outcomes this supports (main, related and UN SDGs)	

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Topic: resources, waste and circular economy

Content

Description and context	Commissioning and pre-procurement	Procurement	Contract and supplier management and monitoring
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<ul style="list-style-type: none"> Legal and policy context 	<ul style="list-style-type: none"> Pre-contract notification 	<ul style="list-style-type: none"> Specification Evaluation and award 	<ul style="list-style-type: none"> Monitoring and reporting

Description and scope of guidance

Description	<ul style="list-style-type: none"> Is waste routinely produced within products and services procured, including single use plastics/microplastics? Are materials included which are known to be scarce or vulnerable to supply disruption? Are there opportunities to reduce virgin material/resource use, minimise waste, extend useful life of products and assets, enhance high-quality recycling and/or recover value through design, reuse, refurbishment and remanufacturing, including through innovation?
'Priority' categories (sample)	Products and services where waste is routinely generated, scarce materials are used, or circular solutions are possible, eg: <ul style="list-style-type: none"> construction and infrastructure packaging facilities management ICT and electronics furniture textiles social care.
Outcomes this supports (main, related and UN SDGs)	

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Source: <https://www.local.gov.uk/publications/sustainable-procurement-delivering-local-economic-social-and-environmental-priorities#download>

Key Takeaways

Sustainability needs to be threaded throughout the procurement process.

Goals won't be achieved in silo.

Perceived barriers remain a risk.

Early consideration and engagement is crucial.

Quality of data materially affects understanding and decision making.

Ownership of strategic decisions should be clear.

Discussion