

SUSTAINABLE PROCUREMENT POLICY- BP017

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1. POLICY STATEMENT

South of England Procurement Services recognises the importance of Sustainable Development in creating a better quality of life now and for future generations to come and that its procurement decisions have a major socio-economic and environmental implication, both locally and globally. Our sustainability policy supports our aim to practice responsible sustainable purchasing within our organisation's activities whilst promoting and supporting sustainable improvements and initiatives for both our clients and suppliers.

2. INTRODUCTION

South of England Procurement Services is committed to achieving value for money and delivering economic, environmental and social benefits through its procurement activities. SOEPS's ambition is to ensure that sustainable procurement is being consistently undertaken in practice across the organisation.

Through encouraging staff, suppliers and contractors to follow more sustainable procurement practices, this can be achieved. As part of an improved procurement process which questions the need to spend, cuts out waste, seeks innovative solutions and is delivered by well trained professionals, sustainable procurement will reduce rather than add to public spending in both the short and long term.

Making the right procurement decision can have far reaching environmental, economic and social impacts. The volume of public sector procurement in the UK and wider EU is sufficiently large for it to be seen as an area that can help tackle a wide range of policy issues, such as climate change, developing the local and SME's supply chain and providing the right goods and services are procured and at the same time reducing costs.

3. OBJECTIVES

Working with our stakeholders and suppliers, where relevant we will:

- Reduce carbon within contracts, reducing energy usage, fuel usage and waste
- Reduce other emissions that may be used in manufacturing/production
- Improve supply chain management including working with small and medium sized enterprises (SME's), voluntary sector and local suppliers
- Ensure that recruitment, education and training are included in contracts

Key Principles

The three principles of sustainable development within procurement are as follows:

Environmental

Seeking to minimise any negative environmental impacts of goods and services purchased, across their life cycle from raw material extraction to end of life and supporting the principles of SoEPS.

Social

Managing and monitoring supply chains to ensure that fair contract prices and terms are applied and that ethical, human rights and employment standards are met at all times.



Economic

The economic principle relates not only to obtaining value for money from our contracts, across the whole life of the product or service, but also ensuring as far as is possible under relevant procurement law, that local businesses, particularly Small and Medium sized Enterprises (SME's) can benefit from our procurement processes in being able to supply SoEPS where it is feasible for them to do so.

Through tackling all three principles of sustainable procurement in the procurement process, we aim to embed these so that they eventually become an integral part of all relevant contracts, at pre-tender, tender and contract award stages (including monitoring and evaluation), through to the end of the life of the contract and including any disposal of equipment.

4. SCOPE OF THE POLICY

Although, we will use the Flexible Framework to monitor our progress, we will also include relevant aspects of 'Raising our Game', NHS PC4R and EHP programme and build these into our flexible framework approach.

5. DEFINITIONS

What is Sustainable Procurement?

Sustainable Procurement can be defined as 'a process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life cost basis in terms of generating benefits not only to the

organisation, but also to society and the economy, whilst minimising damage to the environment’.

Sustainable procurement is not limited to environmental considerations alone (e.g. Carbon, Waste and Water). It also covers social and economic impacts from procurement actions, such as encouraging increased participation from SMEs in procurements. There is a general consensus that small firms may be able to offer better value for money and innovation and therefore public procurement should look to remove barriers that they may face in competing for public sector contracts.

There is a general misconception that sustainability and value for money are in conflict. On the contrary, sustainability is about achieving value for money whilst realising environmental, social and economic objectives and the two are rarely in conflict when the whole life cycle is taken into account.

6. RESPONSIBILITIES AND ACCOUNTABILITY

People, Education and Awareness

- Educate, train and encourage clients and stakeholders to review their consumption of goods/services, reduce usage and adopt sustainable alternatives
- Communicate the sustainable procurement policy to all staff, clients, suppliers and stakeholders
- Attend National, Regional and Local meetings Inc. Dept. of Health Sustainable Forum

Policy, Strategy and Communications

- Consider the costs and benefits of alternative sustainable goods/services
- Understand and appreciate our clients individual sustainable requirements, ensuring they have access to a range of appropriate sustainable goods/services
- Identify key sustainable impacts on goods/services purchased by SST
- Investigate opportunities for recycling and re-use of materials, where appropriate
- Work in partnership with other organisations e.g. NHSSC, GPS, Pro 5, Local Authorities
- Consider the risks to the organisation with a commitment to continually improving sustainable performance related to the supply chain

7. LEGISLATION REQUIREMENTS

None

8. PROCUREMENT APPROACH

Procurement Process

- Promote best practice for sustainable procurement
- Work with clients to develop specifications that recognise Sustainable Procurement best practice

- Ensure that, where appropriate, supplier' sustainable credentials are, as far as legally practicable, considered in the supplier evaluation process and the environmental criteria are used in the award of contracts
- Ensure that consideration is given, within all specifications, for suppliers to submit sustainable alternatives
- Work towards a paperless procurement process
- Develop weighting evaluation, award and weighting criteria in line with best practice
- Specify, where possible and practicable, the use of sustainable goods
- Include the use of BREEAM, Government Buying Standards or equivalent and the GPS "Greentick", where relevant, in recommending and specifying goods/services
- Assess whole life costs for all projects
- Develop processes that will identify opportunities for local and SME's participation in the supply chain

9. PROCESS/IMPLEMENTATION

Engaging Suppliers

- Educate our suppliers regarding SST's sustainable objectives
- Encourage and persuade suppliers to adopt sustainable processes and supply sustainable goods/services
- Identify and address the barriers for SME's and local suppliers to encourage them to bid for SST business
- Work with key suppliers to make changes and therefore extend sustainability improvements throughout the supply chain
- Integrate ethical and social issues into the process, through working with our suppliers, Voluntary sector and SME's

Measurements and Results

- The Flexible Framework will be used to track our progression and achievements
- Comply with all relevant environmental and procurement legislation
- Set, meet, monitor and report on challenging sustainable KPI's as an organisation and in our contracts

South of England Procurement Services recognises that the NHS have challenging sustainable targets, this policy has a role in helping meet these objectives

10. DISSEMINATION

- Director of Procurement and Commercial Services
- All Heads of Procurement
- All Staff
- Clients
- Suppliers

10.1 Consultations details

- All Staff
- All Suppliers

10.2 Training requirements

N/A

11. EQUALITY IMPACT STATEMENT

SoEPS is committed to ensuring that, as far as is reasonably practicable, the way we provide services to the public and the way we treat our staff reflects their individual needs and does not discriminate against individuals or groups on any grounds.

This policy has been assessed accordingly.

Our values are the core of what SoEPS and we are committed to promoting a culture founded on these values which form the 'heart' of our organisation:



12. REFERENCES AND ASSOCIATED DOCUMENTATION