

WELWYN HATFIELD BOROUGH COUNCIL  
CABINET – 3<sup>rd</sup> September 2024  
REPORT OF EXECUTIVE DIRECTOR (FINANCE AND TRANSFORMATION)

PROCUREMENT AND COMMERCIAL IMPROVEMENT STRATEGY - SUSTAINABLE  
PROCUREMENT APPENDIX

**1 Executive Summary**

- 1.1 The Procurement and Commercial Improvement Strategy (the Strategy) was approved by Cabinet in 2021.
- 1.2 The Strategy included a basic section on delivering Sustainable Procurement. This section has been developed as an appendix to the Strategy to help contribute to the Borough's Net Zero target.

**2 Recommendation(s)**

- 2.1 That Cabinet agrees:
- 2.1.1 The proposed changes to the Procurement and Commercial Improvement Strategy be adopted; and
- 2.1.2 The addition of the Sustainable Procurement Appendix be adopted.

**3 Explanation**

- 3.1 The council spends over £30 million a year delivering services as well as delivering a large capital programme. All this expenditure contributes to carbon emissions and the **increases the** challenge of the becoming a Net Zero Council by 2030 and a Net Zero Borough by 2050.
- 3.2 To help reduce these carbon emissions the Sustainable Procurement element of the Procurement and Commercial Improvement Strategy has been revised and strengthened.
- 3.3 The main commitments in the strategy are:
- All Procurement should be consistent with the Council's objectives, and strategies including the Climate Change strategy.
  - Include a minimum of 5% sustainability criteria in the tender evaluation process.
  - Promote awareness of our Sustainable Procurement Policy among staff involved in procurement and contract management activities and incorporate it in the internal purchasing guidelines.

- Draw the Sustainable Procurement Policy and Climate Change Strategy to the attention of key suppliers and communicate it as widely as is practicable to the potential supply market.
  - Purchase goods and procure services which as far as possible reflect up-to-date specifications or standards for environmental sustainability.
  - Reduce the purchase of new products by re-using, repairing or refurbishing existing products. Reduce waste wherever possible.
  - Specify products which are made from recycled material, products which are least carbon intensive , both in their manufacture (embodied carbon)) and operation (operational carbon) and products which cause minimal damage to the environment in their manufacture, distribution, use and disposal.
  - Robustly monitor contracts to ensure that;
    - For all contracts with a total value of £1 million or more that there is a contractual requirement to report on the organisations carbon emissions; scope 1 and scope 2 as a minimum.
    - That the climate change initiatives promised as part of the contract are being delivered.
- 3.4 It is proposed that the strategy is to be monitored and reported on by the Climate Change Officer group on an annual basis.
- 3.5 The Climate and Biodiversity Cabinet Panel considered the Strategy and Appendix on 10<sup>th</sup> July and agreed to recommend to Cabinet that:
- 3.5.1 The proposed changes to the Procurement and Commercial Improvement Strategy be adopted; and
- 3.5.2 The addition of the Sustainable Procurement Appendix be adopted.

## **Implications**

### **4 Legal Implication(s)**

- 4.1 No direct implications as a result of this recommendation

### **5 Financial Implication(s)**

- 5.1 No direct implications as a result of this recommendation. Individual procurement decisions will need to be considered in accordance with available budgets.

### **6 Risk Management Implications**

- 6.1 No direct implications as a result of this recommendation.

### **7 Security and Terrorism Implication(s)**

7.1 No direct implications as a result of this recommendation.

## **8 Procurement Implication(s)**

8.1 The recommendations in this report are in accordance with the Public Contracts Regulations 2015 and the Procurement Act 2023.

## **9 Climate Change Implication(s)**

9.1 As contained within this report

## **10 Human Resources Implication(s)**

10.1 No direct implications as a result of this recommendation.

## **11 Health and Wellbeing Implication(s)**

11.1 No direct implications as a result of this recommendation.

## **12 Communication and Engagement Implication(s)**

12.1 No direct implications as a result of this recommendation.

### **Link to Corporate Priorities**

12.2 The subject of this report is linked to the Council's Corporate Priority in relation to 'Action on Climate Change';

- Renew our commitments to be a net zero Council by 2030 (and as a borough by 2050)
- Step up climate change adaptation and mitigation measures
- Lead by Example and encourage others to make positive change
- Increase and promote biodiversity

## **13 Equality and Diversity**

13.1 An EqIA was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

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Date	17 <sup>th</sup> July 2024.

Appendices:

- 1) Procurement and Commercial Improvement Strategy.
- 2) Sustainable Procurement Appendix