

WELWYN HATFIELD BOROUGH COUNCIL  
CLIMATE AND BIODIVERSITY CABINET PANEL – 10<sup>th</sup> July 2024  
REPORT OF EXECUTIVE DIRECTOR (FINANCE AND TRANSFORMATION)

PROCUREMENT AND COMMERCIAL IMPROVEMENT STRATEGY AND  
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.
- 1.3 A refresh to the Strategy has also been undertaken

**2 Recommendation(s)**

- 2.1 That the Climate and Biodiversity Cabinet Panel recommend to Cabinet that:
  - 2.1.1 The proposed changes to the Procurement and Improvement Strategy are adopted.
  - 2.1.2 The addition of the Sustainable Procurement Appendix is 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 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 strengthen.
- 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 Procurement and Commercial Improvement Strategy has also been updated to include:

3.5.1 Alignment with the Councils current Corporate Plan and Priorities

3.5.2 Alignment with the Sustainable Procurement Appendix

3.5.3 Update on Procurement Objectives and Activities section of the report

3.6 A full review of the Strategy will be undertaken in 2025 which will include a review of the opportunities the new Procurement Act will offer

## **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.

Name of authors	Andrew Harper
Title	<i>Procurement Manager</i>
Date	29 <sup>th</sup> May 2024.

Appendices:

- 1) Proposed changes to the Strategy
- 2) Sustainable Procurement Appendix