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# Elmbridge Borough Council: Supplier Sustainable Procurement Policy

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## Purpose of the Policy

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This policy demonstrates Elmbridge Borough Council's commitment to sustainable procurement, and highlights ways that our suppliers can also contribute to enhanced sustainability outcomes.

Elmbridge Borough Council is committed to sustainable procurement focusing on environmental, social and economic benefits to the borough.

Suppliers are encouraged to consider these factors in the solutions that they offer for council procurements.

### Three pillars of sustainability

The sustainable procurement definition is based on three pillars of sustainability: environmental, social, and economic.

The health of each pillar depends on that of the other two, meaning that all three must be considered in unison to achieve sustainable outcomes.

This means that it is only possible to meet the aims of, and comply with, this policy by considering all three sustainability pillars.

This approach supports the council's overall sustainability objectives.

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## Overall sustainability objectives

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### Environmental Sustainability

Elmbridge Borough Council is committed to becoming a carbon neutral organisation by 2030 and a carbon neutral borough by 2050, as set out in our [Vision 2030](#) document. As the organisation works towards reducing its carbon emissions and environmental impact, it is vital that suppliers also contribute towards sustainability.

We want suppliers to join us on our sustainability journey, and where relevant and appropriate to specific contracts we expect prospective suppliers to:

- Provide information and details if requested during the procurement process, of environmental impacts corporate commitments and plans for improvement;
- Meet requirements where built into the contract specifications, for environmental impact improvement and reporting (such as carbon emission reduction), and provide reports on these requirements throughout the contract lifespan, taking corrective and remedial actions if necessary;

- Commit to mitigating impact on climate change throughout operations through carbon reduction initiatives;
- Reduce the transport requirements associated with any contract through local sourcing and servicing, and minimising air pollution and carbon impact;
- Work with energy-efficient processes, products, and buildings, sourcing electricity from renewable energy sources, green energy tariffs and low carbon fuels;
- Reduce consumption and waste, ensuring that products, packaging and assets are reused, repaired or recycled (removing single-use plastics, wherever alternatives are available) where possible, while still offering the best quality of products or services provided;
- Manage waste following all legal requirements and industry best practice throughout the supply chain;
- Ensure that the escape of pollutants, litter and waste, associated with service delivery is eliminated;
- Reduce water wastage;
- Use products made from natural, biodegradable and renewable materials where appropriate, avoiding the use of toxic chemicals;
- Avoid and minimise the use of products that lead to destruction and degradation of habitat (such as deforestation for palm oil);
- Commit to the reduction of adverse effects on biodiversity and natural habitats;
- Support and promote the use of materials that protect and enhance native biodiversity;

In addition to the above Elmbridge Borough Council is looking for suppliers to consider the following environmental factors:

### **Climate Action**

Government guidelines to report on emissions recommend suppliers follow SECR and approved GHG methodologies to make a commitment to track emissions by 2030 and set reduction targets that are monitored annually. Elmbridge Borough Council encourages suppliers to follow the council's Vision 2030 lead and to be carbon neutral by 2030.

### **Energy**

Suppliers will have a commitment to reduce their energy consumption and be committed to switching to low-carbon energy in the future.

Suppliers will aim to commit to using 100% renewable or low-carbon energy with a target date of 2030 or sooner.

Suppliers will aim to be supplied by 100% low-carbon or renewable energy, and to use or procure renewable electricity either on-site or through REGOs, Green Tariffs or PPAs.

## Transport

Suppliers as a minimum will have a commitment to switch to low or zero emission modes of transport in the future.

Ideally suppliers will already be using low or zero emission modes of transport to deliver goods and services. Suppliers may have passive transport programmes to reduce staff travel emissions e.g. car sharing schemes, cycle to work programmes, public transport season ticket loans or bicycle pools.

Suppliers will aim to prioritise the use of low or zero emission modes of transport and optimise transport efficiency by minimising the number of trips wherever possible.

Suppliers will have an active approach to reducing staff travel emissions e.g. plan to progressively reduce onsite car parking, higher mileage rates for staff using active modes for work, zero emission pool vehicles available for work trips.

## Purchased goods

It is recommended that products meet the minimum [Government Buying Standards](#) (GBS):

- Cleaning products are cruelty free and not tested on animals.
- Timber products carry Forest Stewardship Council (FSC) or Programme for the Endorsement of Forest certification or are made from recycled materials and carry FSC Recycled or Ecolabel certification or similar.
- Waste electrical and electronic equipment Suppliers meet their obligations under the Waste Electrical and Electronic Equipment (WEEE) Regulations (2013).

## Circular Economy

Suppliers are encouraged to deliver social value outcomes that support the delivery of Elmbridge's Vision 2030:

- contributing to the local economy
- providing skills and employment opportunities for residents, in particular targeted at young people and residents from disadvantaged groups
- working towards a carbon neutral supply chain
- improving equality and diversity for all those who live, work and earn in Elmbridge
- creating safe, healthy and confident communities
- the council recognises that it cannot tackle the climate emergency alone and must work with its suppliers to achieve its vision for Climate Action.

Suppliers are encouraged to support the local economy through the use of local businesses in their supply chains and by building social value into their contracts, including using local labour wherever possible to fulfil contract obligations. Elmbridge Borough Council will prioritise and give greater weighting within its Social Value evaluation criteria to proposals that promote local skills and employment and contribute to the local economy, where appropriate and proportional. This may include

considering work force ratios, training [opportunities](#) and providing apprenticeship opportunities. This is in line with Government objectives and responds to the [Public Procurement Notice 05/21](#) which focuses on the creation of new businesses, jobs and skills in the UK.

## **Water**

Suppliers seek to minimise the use of water wherever possible and promote the use of water efficient equipment and services.