

**REPORT TO: GREENER STRATEGIC GROUP – 21 JANUARY 2010**

**SUBJECT: GREEN PROCUREMENT**

**BY: PAYMENTS MANAGER**

**1. REASON FOR REPORT**

1.1 The reason for the report is to provide the Group with an update against the Single Outcome Agreement (SOA) Milestones relating to Green Procurement as at the end of December 2009.

**2. RECOMMENDATION**

2.1 **The Group is requested to note the contents of this report.**

**3. BACKGROUND**

3.1 The Corporate Procurement Team was established in May 2007 to take forward recommendations from the McClelland Report on Public Sector Procurement in Scotland. A Moray Council Procurement Strategy was produced in November 2007 and the strategy concentrated on ensuring that during the first two years the correct governance and accountability measures were in place within the Council to ensure legislative compliance in all our transactions.

3.2 The Designing Better Services Procurement Project, approved by Council In September, will result in major changes for the Council and the procurement team itself. The creation of a specialised unit for the support of Departmental procurement will allow for an increased focus on delivering “advanced procurement”. A major change to the previous strategy and action plan for Year three (2010-2011) will be the concentration on the economic, environmental and social factors required for sustainable procurement.

3.3 As a precursor to the year three action plan, the Greener Strategic Group requested that we carry out some preliminary research on what measures were already in place within the Council’s procurement contracts. The Corporate Procurement Team carried out a review of all invitations to tender during 1 Apr – 30 Sep 2009. The team were looking for inclusion of sustainable sourced products, environmentally friendly waste disposal and recycling measures contained in tender specification documentation.

3.3 During this period there were 46 invitations to tender of which 20 were for works, 15 for services and 11 were for supplies. There was no mention of sustainable products, environmentally friendly waste disposal or recycling measures in any of the service or supplies tenders. All works contracts asked the following questions:

Does your organisation have an Environmental Management Policy or system?

How have you maximised the use of recycled materials in projects of a similar nature?

Most construction suppliers have an environmental policy and they do sometimes maximise the use of recycled products or at least agree to recycle packaging and industrial waste where possible but this is not consistent and as the Council does not make this a condition of contract we cannot insist that this happens at present.

- 3.4 On 28 October 2009, the Scottish Government produced a Sustainable Procurement Action Plan for Scotland and have indicated their expectations that all public sector bodies to adopt the process. They contend that adoption of this Plan will help public bodies to meet the requirement in the “Best Value in Public Services Secondary Guidance to Accountable Officers” that a relevant body should have “a strategy for procurement and the management of contracts and contractors that treats procurement as a key component in achieving its objectives, including those relating to sustainable development, equalities, and health and safety” and that this Action Plan outlines a whole organisation approach to successful sustainable procurement.

The action plan can be found at:

[www.scotland.gov.uk/Resource/Doc/1265/0088520.pdf](http://www.scotland.gov.uk/Resource/Doc/1265/0088520.pdf).

It should be noted that the timescales shown in this document are for Central Government departments only.

#### **4. FUTURE ACTIONS**

- 4.1 The Corporate Procurement Team intend to issue a newsletter to our suppliers during the final quarter of this financial year advising our suppliers of the Sustainable Procurement Action Plan and what sustainable procurement issues they should be considering should they wish to continue to do business with the Council in the future.
- 4.2 The Sustainable Procurement Action Plan for Scotland outlines 10 steps to sustainable procurement and the work involved in implementing the ten steps will be quite intensive. Whilst the Corporate Procurement Team is increasing in size there will also be a substantial increase in responsibilities as a result of the Designing Better Services project. The new team will start working together this month and our priority will be identification and allocation of workload. Once I have identified and allocated the tasks involved in this project, this Group will be advised of the Responsible Officer and time scale for the actions required to introduce a Sustainable Procurement Action Plan for Moray Council.

#### **5. SUMMARY OF IMPLICATIONS**

##### **(a) Community Plan / Theme Plans / Partner Plans**

The report notes the findings against Milestones 2 and 3 for Green Procurement.

**(b) Policy and Legal**

There is a requirement on all Community Planning Partnerships to monitor performance and report annually to the Scottish Government on delivering against the national outcomes in the SOA.

**(c) Resources (Financial, Staffing and Risks)**

Resources for reporting against the SOA 2009-10 will be met by the Council. Resources for delivering against the actions identified within the key actions will be considered by the Community Planning Board.

**(d) Consultations**

The officers assigned to update key actions have provided the information for the monitoring report.

**6. CONCLUSION**

- 6.1 This report notes the findings of the Council's Corporate Procurement Team and advises the Group of the Scottish Governments Sustainable Procurement Action Plan. A further report will advise the Group on the allocation of responsibility and timescale for production of the Council's Sustainable Procurement Action Plan of which Green Procurement is a part.**

Author of Report: Diane Law Payments Manager

Background Papers: with Author

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