



**Devizes**  
Town Council

[www.devizes-tc.gov.uk](http://www.devizes-tc.gov.uk)

# Environmental Procurement Policy

<b>Introduction .....</b>	<b>3</b>
<b>1. Using less.....</b>	<b>3</b>
<b>2. Procurement.....</b>	<b>3</b>
<b>3. Whole life costs of goods and services.....</b>	<b>5</b>

## **Introduction**

The Council are committed to environmentally friendly practices and one of the key areas to support this is in the procurement of goods and services.

### **1. Using less**

The best environmental option is to procure and use less. This will conserve resources, reduce pollution as well as significantly reducing the amount of waste produced.

Before buying any goods officers should consider whether consumption can be reduced by reusing or repairing existing materials and goods. Officers should also investigate whether alternative procedures can be put in place which remove the need to buy goods and services. For example can goods be shared, borrowed or loaned rather than purchased

### **2. Procurement**

Procurement decisions should be based on environmental criteria along with other major factors such as value for money, quality and whole life costs. Officers should assess whether goods and services:

- Are durable, reusable, refillable or recyclable
- Contain reused, recycled or renewable raw materials
- Are energy and resource efficient
- Use minimum packaging and encourage waste reduction
- Are non (or minimum) polluting
- Promote Fairtrade
- Support the local economy
- Are locally produced
- Are free from ozone depleting substances, solvents, volatile organic compounds and other substances damaging to health and the environment
- Are from certified sustainable sources e.g. FSC approved
- Cause minimal damage to the environment in their production, distribution, use and disposal
- Are on the most competitive terms having regard to Best Value.

Preference should be given to goods that have been independently certified by a credible certification scheme such as but not exclusively:

The European Ecolabel



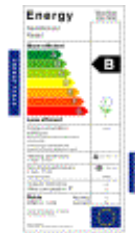
The Nordic Swan



The Mobius Loop



The European Mark Energy Label



The Forestry Stewardship Council



Fairtrade



### 3. Whole life costs of goods and services

Officers should take into account all aspects of costs including running and disposal costs as well as the initial purchase price. The main elements to take into account when considering Whole Life Costs are:

**Direct running costs** – e.g. resources used over the lifetime of the product or service such as energy, water;

**Indirect costs** – e.g. loading on cooling plant arising from energy inefficient equipment, maintenance costs, training;

**Administration costs** – e.g. COSHH overheads from buying hazardous products requiring additional controls and special handling and disposal;

**Spending to save** – e.g. investing in higher levels of insulation to save heating and reduce bills;

**Cost of disposal** – e.g. paying a premium at the outset to reduce waste by choosing a product which is more durable, re-usable and recyclable and does not contain hazardous substances requiring disposal in a special way. Consideration should be given to current and impending

After considering these aspects it may mean value for money is provided by investing in a more expensive product or service initially, to reduce costs in the long run.