



LONDON FIRE BRIGADE

Responsible Procurement Supplier Seminar

The way forward
Management Group

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The way forward

- No two contracts will be the same
- We will adopt a standard approach to address these issues
- But mindful that actions need to be relevant & proportionate
- Tools to help you
 - Responsible Procurement Impact Assessments (RPIA)
 - Contractor commitment schedule
 - Register of support programs
 - Training/Support

Responsible Procurement Impact Assessments (RPIA)

- Simple scoring to help identify action
- Six Areas
 - Cost
 - Environment
 - Socio Economic
 - Current Activity
 - Scope for Improvement
 - Reputational Risk of no controls
- Scored out 30
- RAG Status to highlight priorities

Score	Action (Continuous improvement implied in all)
1-12	Monitoring Required – Quick Wins
13-20	Targeted Improvement Required
21-30	Improvement Required

Example

- ABC Catering
 - Provides catering nationally in the UK
 - Holds a considerable contract with a London based public authority
 - Annual contract value £300k
 - Diverse staff base
 - Fleet of vehicles
 - 50% of work is subcontracted

Size of Contract

- Size of the contract could inform overall impact
- Approach to Responsible Procurement should be proportionate to the commercial limitations

Estimated Contract Value £k/yr
1 - UNDER £20k
2 - £20k to OJEU
3 - OJEU to £500k
4 - £500k to £3M
5 - £3M +

Environmental Impact

- Large level of waste produced
 - Food
 - Packaging
- Fleet vehicles
 - Carbon Emissions
 - Air Quality
- Sustainable Food Sources
- Local Food

Severity of impact on environment by production or service

1 - LIMITED

2 - MODERATE

3 - DAMAGING

4 - HIGHLY DAMAGING

5 - CATASTROPHIC

Socioeconomic Impact

- A considerable number of staff are paid at the lower end of pay scales – fair employment practices
- A considerable number of contractors are SME's – Prompt payment important
- Ethical supply chain issues
- Diversity of supply chain

Severity of impact on socioeconomic by production or service
1 - LIMITED
2 - MODERATE
3 - DAMAGING
4 - HIGHLY DAMAGING
5 - CATASTROPHIC

Current Activity

- Introduced an EMS
- Currently replacing vehicles with electric models
- Reviewing all existing vehicles for compliance with LEZ
- Using fair-trade products
- Apprentice schemes for Chefs

Current Activity
1 - COMPLETE
2 - SIGNIFICANT
3 - MODERATE
4 - LIMITED
5 - NIL

Scope to Improve

- Considering paying the London living wage
- Expand on Apprenticeship schemes to include sustainable food issues
- Sign up to the Majors green procurement code
- Complete DWFL toolkit

Scope to Improve
1 - NIL
2 - LIMITED
3 - MODERATE
4 - SIGNIFICANT
5 - COMPLETE

Reputational Risk

- Service is provided to public authority
- New additional controls will help win new business
- Improvements and success can be used for PR
- Any issues relating to unethical staff or Imports of goods would have a damaging reputational effect
- Retention of Staff

Reputational Risk of no additional controls

1 - UNLIKELY TO HAPPEN

2 - COULD HAPPEN

3 - LIKELY TO HAPPEN

4 - DAMAGING

5 - HIGHLY DAMAGING

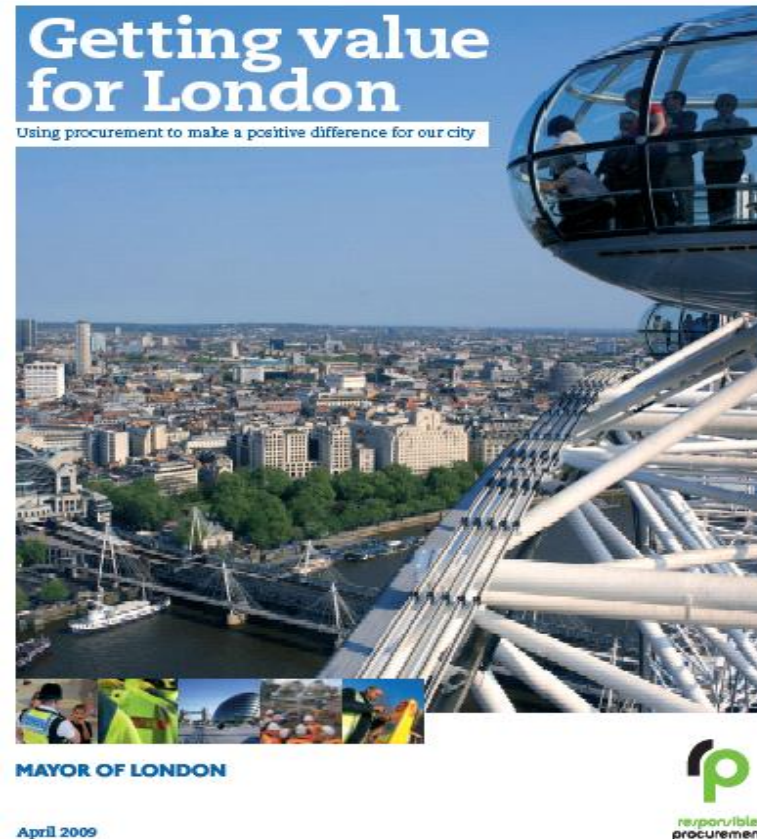
ABC Catering Score

- Contract value indicates impact
- Quick wins
 - Sign up to the MOLGPC
 - Sign up to DWFL
 - Add sustainable food to apprenticeship scheme
- Longer term aspirations
 - Vehicle Improvements
 - LLW payment
 - Achieve gold in the MOLGPC
- Current activity is good
- Considerable opportunities to improve

Category	Score
Estimated Contract Value £k/yr	3
Severity of impact on environment by production or service	3
Severity of impact on socio-economic by production or service	4
Current Activity	2
LFB Scope to Improve (example controls)	4
Reputational Risk of no additional controls	4
Total	20

What we would like you to do




1. Use the provided template to score your contract/s
 2. Review with the with relevant LFB contract managers
 3. Identify areas for action
 4. Establish any “Quick wins” and areas for improvement
- Review meetings to be scheduled over the next few weeks



Produce a plan of commitments/goals

1. Using the template provided adopt the relevant policies
 - Linked to policies to which LFB is committed & actively pursuing
 2. Review that the policies adopted are proportionate
 3. Establish a number of initial actions/short term goals
 4. Establish the longer term aspirations
 5. Review with the authority and as an organisation sign up to these commitments
- Review meetings to be schedule over the next few weeks

Support Register

Supplier Commitment	Support Programme	Website	Gold Standard	Cu
Improve accessibility of contract opportunities	 CompeteFor	www.competefor.com	For all spend on a contract it is expected that all sub contracting opportunities are advertised through CompeteFor	Opportunities to compete for supply chain
Work towards a diverse base of suppliers	 Diversity Works for London	www.diversityworksforlondon.com	Achieve Gold standard of the DwFL toolkit which will be independently audited to verify your achievement	Complete the working towards
Demonstrate the use of ethical working practices in supply chain	 Sedex Supplier Ethical Data Exchange	www.sedex.org.uk	Awaiting definition	Where the supplier is developing a Sedex.
Demonstrate a commitment to continued improvement on environmental sustainability	 mayor of london's green procurement code	www.greenprocurementcode.co.uk	Achieve Gold standard of the MoLGPC.	Sign up for a
Ensure become safer, more efficient and more environmentally-friendly	 FORS FREIGHT OPERATOR RECOGNITION SCHEME Freight Operators Recognition Scheme	www.tfl.gov.uk/fors	Achieve Gold standard of FORS which will be independently audited to verify your achievement	Sign up to F
Commit to providing training and skills development in your workforce	 LONDON SKILLS & EMPLOYMENT BOARD	www.london.gov.uk/lseb/	For every £3m (works contract) or £1m (service contract) of LFB spend on a contract it is expected that 1 apprenticeship place is created by the supplier.	Apprentices or existing shortages

Commitment Schedule Template

No	Theme	Support Programs/indicatives	Relevant (Y/N)	Short term Aim	Long term Aim
1	Promoting greater environmental sustainability	Majors green procurement code, ISO 14001, LFB Sustainable development team			
2	Addressing Strategic labour needs and enabling Training	London Skills and employment Board			
3	Promoting Workforce Welfare	London living wage, Investors in People			
4	Encourage a diverse base of suppliers	CompeteFor			
5	Promoting fair employment Practices	Investors in People			
6	Ethical sourcing Practices	Sedex			
7	Responsible Procurement Charter				
8	SME financial Support	Prompt payment code			

Ongoing Review/Contract monitoring

1. Agree a set of detailed targets and milestones per commitment
2. Produce a Responsible Procurement action plan
3. Review these targets as part of ongoing contract management process
4. Where the scope of work is appropriate hold semi regular offline contract meetings
5. Update on an annual basis to ensure we are all working toward continuous improvement

The way forward

•2 Immediate actions

- Score current activity
- Produce a high level plan to manage relevant commitments

•Which will -

- Identify areas of action
- Review policies which will be relevant and proportionate to the activity
- Agree achievable goals in the short & long term
- Gain Corporate approval
- Review as part of ongoing contract monitoring