

Division / Branch	Corporate Support Division
Responsible Officer	Duncan Chell
Endorsed by General Manager / ExCo on	April 2021
Amendment History	12 August 2013
Related Determinations / Policies	Sustainable Hornsby 2040 Strategy, Climate Wise Hornsby Plan, Waste Matters Strategy, Sustainable Energy Policy for New Council Assets, Single Use Plastics Policy, Sustainable Procurement Guidelines
TRIM Folder	F2010/00025

Council will give due consideration to environmentally sustainable products and services in all procurements to achieve the Net Zero Emissions by 2050 target.

Objectives

1. To assist Council in meeting its target of Net Zero Emissions by 2050 through reducing greenhouse gas emissions that result from the materials it procures and to consider the principle of value for money over the life cycle of the product.
2. To assist in delivering Council's legal obligation in relation to ecologically sustainable development (ESD) and other environmental and social objectives for the current and future generations.
3. To promote the circular economy principles of designing out waste and pollution; keeping products and materials in use; and regenerating natural systems.
4. To encourage Council staff to innovate for efficiencies by concentrating on waste and materials use. Materials include but are not limited to plastics, energy, water, paper, oil-based products, metals, building materials, timber and food products.
5. To decrease Council's use of non-renewable resources.
6. To demonstrate to the community and suppliers that sustainability is an important consideration when making purchasing decisions.

Determination

1. Hornsby Council officers, contractors and suppliers will pursue the goals listed under point 2 and adhere to the specific objectives above when undertaking procurements. These impacts should be considered during the entire life cycle of the product, i.e. the production, distribution, usage and end of life stages).
2. Consideration should be given to the following:

- **Rethink, avoid, reduce** – consider avoiding unnecessary purchasing and minimising resource consumption.
- **Recover, reuse and recycle** – consider purchasing items and packaging that can be readily recovered, reused or recycled to minimise waste to landfill.
- **Locality** -. think about the transportation of the product. Sourcing from local suppliers means local investment and economic sustainability. Council will build prosperity for our community by encouraging the use of local suppliers.
- **Save water and energy** - Purchase products that save energy and/or water.
- **Minimise Pollution** - Avoid purchasing products that pollute soils, air or waterways.
- **Non-Toxic** - Avoid purchasing hazardous and dangerous chemicals or products that may be harmful to human health or the ecosystem (e.g. paint, carpet)
- **Greenhouse Benefits** - Purchase products that reduce greenhouse gas emissions, have a high recyclable content and are energy efficient by checking the energy rating and efficiency features are the best available for the cost of the product.
- **Biodiversity & Habitat Protection** - Purchase in accordance with consideration for biodiversity and conservation. Choose products that will not degrade or pollute the soil or result in erosion through their use. Choose paper and wood products obtained from recycled, plantation or renewable sources.
- **Ethical sourcing and the NSW Modern Slavery Act 2018 obligations** – Some products may exploit child labour and poorly paid workers thus violating human rights and economic/social equity. Products that have been fairly traded should be purchased.
- **The Environmental Performance of Suppliers/Contractors**. Consideration should be given to suppliers/contractors who minimise their energy consumption and minimise waste and environmental impacts arising from their production processes and who can demonstrate that they have and operate a certified environmental management system.
- **Diversity and Inclusion** – Proactively encourage diverse suppliers, ie Indigenous businesses, disability enterprises and social enterprises.
- **Value for money** – purchasing decisions will be made on the basis of whole of life cycle value for money, rather than the cheapest up-front purchase price. Whole of life cycle considerations include:

Immediate costs	Product reusability
Purchase price	Warranty
Transport costs	Low maintenance
Installation	Associated risks
Insurance	Product performance
Operational costs	Environmental Impact
Energy efficiency	Recyclability
Water efficiency	Highest possible recycled content
Servicing and maintenance	Waste
Spare parts	Occupational Health and Safety issues
Durability	Risks to the community
After sales support	Reputation of the organisation, including demonstration of environmental leadership
Long term value for money	

- **Good corporate citizen** – purchase products and materials from organisations or individuals that demonstrate a commitment to sustainability and equality. For example, preference will be given to a supplier who can demonstrate one or more of the following:
 - has an accredited environmental management system
 - minimise their energy consumption, waste and environmental impacts
 - meets the relevant standards for a particular product or service
 - has a good track record for quality and environmental performance
 - is licenced under an independent eco-labelling system
- **Resilience and climate change** – make purchasing decisions that align with projected climate changes, such as increasing temperatures and sea levels, more extreme weather events (including fire weather) and changes to rainfall patterns.

Variation

Council reserves the right to vary or revoke this determination and guideline. Variations will be communicated to staff.