



The Cobden Rooms, Manchester Central

GREEN PROCUREMENT PLAN

PREPARED ON BEHALF OF Manchester Central

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1 INTRODUCTION

1.1 PROJECT DESCRIPTION

The Project involves the creation of new external door, windows and access, and the creation of a new coffee shop, bar and restaurant

The Project Team comprises the following key organisations:

Client / Building Owner:	Manchester Central
Architect:	Up North Architects
Project Manager:	Deacon and Jones
Cost Consultant:	Deacon and Jones
Building Services Design	Hulley and Kirkwood
Lead Contractor:	Rische

1.2 COBDEN ROOMS GREEN PROCUREMENT PLAN

The Sustainable Procurement National Action Plan (developed by the Sustainable Procurement Task Force) defines sustainable procurement as:

“a process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment.”

A sustainable procurement plan that builds on the above definition has been prepared for this Project. The GPP will be used to provide guidance to the team in procuring materials and goods from responsible sources and from suppliers that use resources sustainably. The overarching aim is to minimise the negative impacts associated with the construction of the development through the procurement process.

As part of the effective implementation of the GPP, Rische - who are responsible for the procurement of most materials and goods - commits to adopting the GPP for this project.

1.2.1 KEY SUSTAINABILITY ISSUES

When considering the impacts of procuring materials and goods for construction it is important to consider the three 'pillars' of sustainable development: Environment; Society; Economy.

Examples of the key sustainability issues that should be considered by the Project Team are provided below:

Environmental Issues	Social Issues	Economic Issues
<ul style="list-style-type: none"> • Emissions to air (e.g. greenhouse gases such as CO₂ and other pollutants) • Releases to water (e.g. chemical pollution of water courses) • Releases to land (e.g. chemical fertilisers) • Use of raw materials and natural resources (e.g. sustainable forestry, biodiversity) • Use of energy (e.g. renewables) • Water use • Energy emitted (e.g. heat, radiation, vibration, noise) • Waste and by-products (e.g. recycling and waste prevention) 	<ul style="list-style-type: none"> • Encouraging a diverse base of competitive suppliers (e.g. minority or under-represented suppliers) • Promoting fair employment practices (e.g. fair wages, workforce equality and diversity) • Promoting workforce welfare (e.g. health and safety, freedom to join or form a union) • Enabling training opportunities and skills development (e.g. apprenticeships) • Community benefits (e.g. supporting community groups, volunteering) • Fair trade and ethical sourcing practices (e.g. fair pricing policies) 	<ul style="list-style-type: none"> • Job creation (e.g. green technologies, creating markets for recycled products) • Whole-life costing • Achieving value for money • Supporting SMEs (e.g. facilitating opportunities for small businesses) • Reducing entry barriers (e.g. facilitating open competition) • Ensuring operating business remains a viable operation able to provide employment • Ensuring suppliers' agreement are competitive and fair to promote business viability

By considering the above issues in the implementation of the GPP, the four key outcomes could be realised:

1. Reduced demand for resources such as energy, water and raw materials;
2. Reduced negative impacts of goods and services across their life cycle;
3. Contract prices and terms are ethical, fair and respected, and;
4. Opportunities provided for small and medium sized businesses, voluntary sectors and to support jobs, diversity, training and skills development.

1.2.2 GUIDING PRINCIPLES FOR THE GPP

The development of the GPP has been guided by the British Standard for Sustainable Procurement, BS8903 *Principles and Framework for Procuring Sustainably*. Although not a specification standard the BS provides guidance for organisations on procurement processes and practises.

The following sustainable procurement principles and values adopted for the Project are based on those set out in BS8903:

- *A sound approach* – sustainable procurement is just good procurement based on fairness, openness and transparency, non-discrimination and competition.
- *An ethical approach* – sustainable procurement should ensure integrity, encourage diversity, avoid corruption.
- *A holistic approach* – sustainable procurement should consider the effects of procurement decisions on quality of life, the environment and society in general.
- *A risk/opportunity based approach* – sustainable procurement requires an ongoing process of continual improvement. This means using risk and opportunity assessment to identify and address impacts and solutions at all stages of the product life cycle.
- *Leadership* – senior-level leadership is needed for success although leadership can come from all levels within an organisation in the form of 'champions'. Buyers should adopt leadership qualities to help build capacity and competence within supply chains and the marketplace.
- *Deliver of organisational objectives* – sustainable procurement can deliver against a wide range of objectives beyond financial and efficiency savings, from CO₂ emissions savings to BREEAM compliance.

In addition to BS 8903, the GPP has also been supported by guidance from the resource management advisory organisations 'Envirowise' and 'WRAP'; particularly with regards to supplier procurement and assessment templates.

1.2.3 USING THIS GPP

This GPP is to be used by the Project Team to consider the sustainability implications of the Project and to help inform decision-making with regards to the use of materials and resources.

The plan provides guidance to support the lead contractor in implementing sustainable practices within their procurement process and into the ongoing management of their supply chains.

2 RELEVANT DRIVERS

The following drivers have influenced the development and implementation of this GPP.

2.1 MANCHESTER CITY COUNCIL

Manchester City Council have set a number of conditions against the proposed scheme - planning permission 137413/FO & LO/2023. Condition 4 relates to Materials and Samples:

CONDITION: Details of facing materials including samples shall be submitted to and approved in writing by the Local Planning Authority prior to any works commencing. The details and samples shall include:

- a) Aluminium Curtain walling, external stone paving, external glass balustrading*
- b) a Green Procurement Plan for sourcing the proposed materials.***

The Green Procurement Plan shall demonstrate how the procurement of materials for the development will promote sustainability, including through the use of low impact, sustainably-sourced, reused and recycled materials and the reuse of demolition waste.

REASON: In the interests of securing sustainable development and to ensure that the resulting appearance and construction of the development is of a high standard.

2.2 Elemental approach

2.2.1 MAN 02 LIFE CYCLE COST AND SERVICE LIFE PLANNING

To deliver whole life value from investment and promote economic sustainability by recognising and encouraging the use and sharing of life cycle costing and service life planning to improve design, specification and through-life maintenance and operation.

Primary responsibility: Cost Consultant

2.2.2 MAN 03 RESPONSIBLE CONSTRUCTION PRACTICES

To recognise and encourage construction sites which are managed in an environmentally and socially considerate, responsible and accountable manner.

Primary responsibility: Lead Contractor

2.2.3 WAT 01 WATER CONSUMPTION

To reduce the consumption of potable water for sanitary use in new buildings from all sources through the use of water efficient components and water recycling systems.

Primary responsibility: Building Services Engineer

Support: Client and Lead Contractor

2.2.4 ENE 01 REDUCTION OF ENERGY USE AND CARBON EMISSIONS

To recognise and encourage buildings designed to minimise operational energy demand, primary energy consumption and CO₂ emissions.

Primary Responsibility: Building Services Design Engineer

Support: Client, Lead Contractor, and Architect

2.2.5 MAT 01 LIFE CYCLE IMPACTS

To recognise and encourage the use of construction materials with a low environmental impact (including embodied carbon) over the full life cycle of the building.

Primary Responsibility: Architect

Support: Lead Contractor

2.2.6 MAT 02 HARD LANDSCAPING AND BOUNDARY PROTECTION

To recognise and encourage the specification of materials for boundary protection and external hard surfaces that have a low environmental impact, taking into account of the full life cycle of materials used.

Primary responsibility: Architect / Landscape Architect

Support: Lead Contractor

2.2.7 MAT 03 RESPONSIBLE SOURCING OF MATERIALS

To recognise and encourage the specification and procurement of responsibly sourced materials for key building elements.

Primary responsibility: Architect

Support: Lead Contractor

2.2.8 MAT 04 INSULATION

To recognise and encourage the use of thermal insulation which has a low embodied environmental impact relative to its thermal properties.

Primary responsibility: Architect and Building Services Engineer

Support: Lead Contractor

2.2.9 MAT 06 MATERIAL EFFICIENCY

To recognise and encourage measures to optimise material efficiency in order to minimise environmental impact of material use and waste.

Primary responsibility: Project Team

2.2.10 WST 01 CONSTRUCTION WASTE MANAGEMENT

Aim of credit issue: To identify opportunities for the reuse and recycling of demolition materials through a Pre- Demolition Audit.

Primary responsibility: Demolition Contractor

Support: Architect and Structural Engineer

3 SUSTAINABLE PROCUREMENT POLICY

Below is Rische Materials Policy which forms the overarching policy on green procurement in relation to this Project.

Environmental Policy

The Company recognises its responsibility to the wider community in many ways and a key element of this is to ensure that the organisation manages its resources effectively and efficiently and minimises negative impact. This will include principles on the selection and purchase of products and services.

There are 3 aspects to the environmental policy:

1. Energy efficiency
2. Waste minimisation and recycling
3. Purchasing principles

The Company expect that all staff, will adopt and implement these principles throughout their work, and will act as champions of good practice in their dealings within their organisation.

This policy and its implementation will be monitored on a regular basis and reviewed annually to see if it still meets the needs of the organisation and takes account of the latest examples of good practice.

1. Energy Efficiency

Improving energy efficiency brings benefits at 2 levels:

1. Reducing costs for the organisation
2. For the environment
 - *In reduced emissions of greenhouse gases*
 - *In reduced use of non-renewable energy sources*

Suggestions for minimising energy use include:

- Setting room thermostats to a comfortable but not excessive temperature
- Turn heating down rather than open windows or using fans
- Setting refrigerator thermostat to an adequate chilled, but not too cold, level
- Switch off room lights when not in use, close doors to retain heat
- Using low energy light bulbs/fluorescent tubes
- Switch off all electrical equipment when not in use, unless to do so may cause damage to equipment or systems (for example, the network server computer has to be left on permanently). Where the option exists equipment should be set to go into standby mode after an appropriate length of non-use
- Taps should be completely switched off and any leaks or faulty washers repaired as soon practicable
- Only fill the kettle enough for immediate use
- Do not use batteries when a mains power supply can be used
- Use rechargeable batteries where possible

2. Waste Minimisation and Disposal

Reducing waste also brings benefits at 2 levels:

1. To (company)
2. To the Environment

For the environment less waste means:

- Less landfill
- Less transportation which adds to congestion and pollution
- Less dumping of non-biodegradable materials
- Less dumping of biodegradable materials which emit greenhouse gases

Suggestions for minimising waste include:

- Ensuring that all recyclable and reclaimable materials are sent for recycling
- Use paper printed on one side only for scrap paper
- Use scrap paper rather than notebooks/pads for written draft work
- Dispose of toner cartridges for recycling/refilling
- Where possible double-side printing and photocopying to minimise paper use
- Do not use new envelopes for internal mail
- Use wider community schemes such as mobile phone recycling schemes
- Offer unwanted furniture and equipment to other groups before disposal and if possible dispose to furniture/equipment schemes
- Do not use CFC based aerosol cans

3. Purchasing Principles

Adopting an environmentally-friendly purchasing policy has 2 objectives:

1. To ensure the (company) purchases products which minimise damage to the environment
2. To persuade suppliers to offer products which minimise damage to the environment

It is the Policy of (company) to purchase products and services which minimise damage to the environment and to inform suppliers of our policy.

Suggestions for implementing this policy include:

Purchase of products made from recycled materials or derived from sustainable sources including:

- All paper products
- Wooden Furniture

Purchase of products which minimise environmental pollution or damage including:

- Biodegradable cleaning products
- Organic food
- Avoiding genetically-modified food products
- Avoiding unnecessary packaging
- Opting for local producers and suppliers (reducing transportation)

The purpose of this policy is not to make perfect decisions, but to create a mindset that thinks about the issues and tries to make informed decisions. It is recognised that price is also a factor and many 'environmentally friendly' goods and services are more expensive than their industrialised counterparts. Some are simply not up to the job and should therefore be avoided.

4 ROLES AND INFLUENCES

4.1 INTEGRATED APPROACH TO SUSTAINABLE PROCUREMENT

All members of the Project Team are responsible for facilitating sustainable procurement through their project roles and responsibilities. This includes ensuring a coordinated and integrated approach to the design and construction of the scheme. A summary of how each team member influences the successful implementation and delivery of the GPP is provided in this section.

4.1.1 CLIENT / BUILDING OWNER

Responsible for enforcing the contractual obligation for the lead contractor to procure from responsible sources, and to adopt the GPP as part of the construction role.

4.1.2 DESIGNERS AND ARCHITECT

Responsible for the inclusion of energy and water efficient systems and devices in their building designs.

Responsible for identifying opportunities, and investigating and implementing appropriate measures, to optimise the use of materials in building design, procurement, construction, maintenance and end of life. This should be carried out at each RIBA Stage of the Project.

Responsible for ensuring any new insulation specified for use within the building fabric and services is procured with an Insulation Index the same as or greater than 2.5.

4.1.3 COST CONSULTANT

Responsible for developing the Life Cycle Cost (LCC) Plan at both the Elemental level and Component level. Life cycle costing is relevant throughout the building or constructed asset's life cycle, in particular during the project planning, design and construction and also during the in-use phases. The Elemental LCC plan is commonly used for developing solutions at project level during option appraisals. The Component level LCC plan is commonly used for cost planning specification choices of systems, elements or component levels during design development.

4.1.4 CONTRACTOR AND SUPPLIERS

Responsible for ensuring all timber and timber-based products used on the project is legally harvested and traded timber. This includes timber sourced by sub-contractors to the lead contractor.

Responsible for operating an environmental management system (EMS) covering their main operations. The EMS must be either third party certified to ISO 14001/EMAS or equivalent standard; or have a structure that is in compliance with BS 8555:2003 and has reached phase four of the implementation stage, and has completed phase audits one to four, as defined in BS 8555:2003.

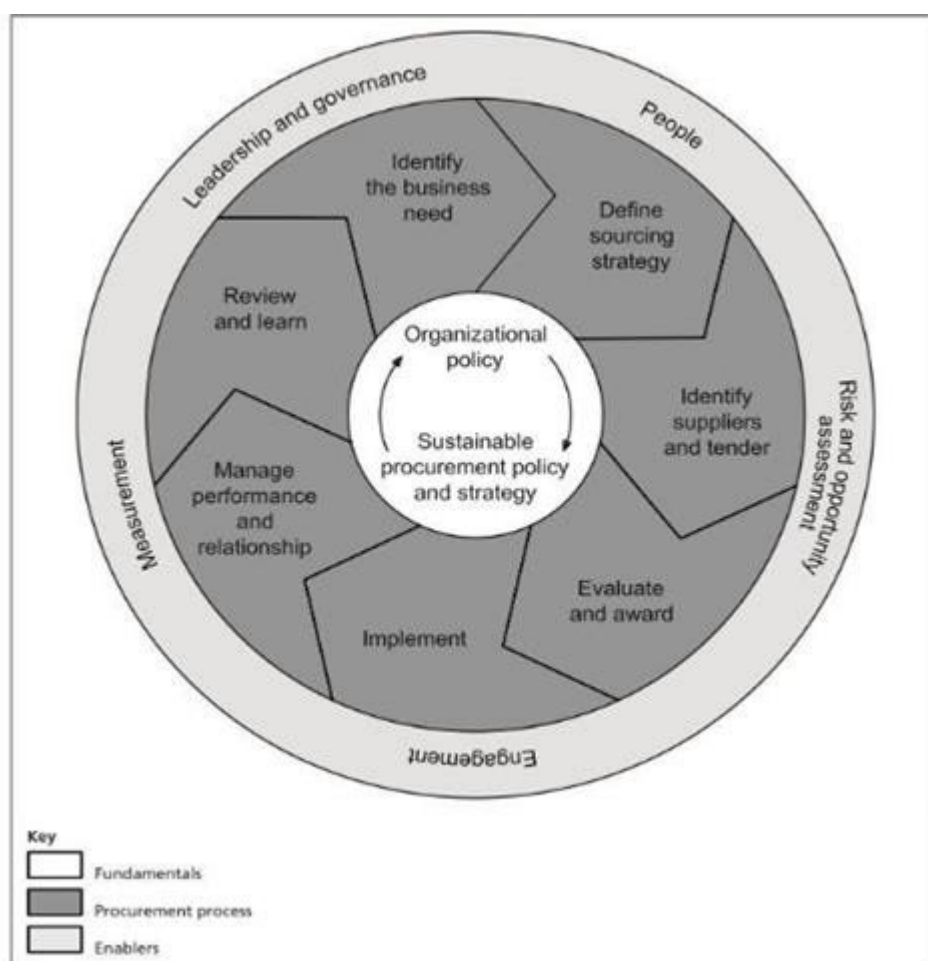
Responsible for the monitoring of construction-site impacts. Responsibility will be assigned to an individual(s) for monitoring, recording and reporting energy use, water consumption and transport data (where measured) resulting from all on-site construction processes (and dedicated off-site monitoring) throughout the build programme.

5 GREEN PROCUREMENT STRATEGY

5.1 PROCUREMENT PROCESS

BS8903 examines a generic procurement process from end to end, starting with identification of the business need through to supplier performance management and final review at the end of the contract life. It discusses the sustainable procurement considerations that emerge across this process.

The guidelines of BS 8903 have been adopted for the project and as such, the following process will influence the Project procurement strategy:



5.2 IDENTIFY THE BUSINESS NEED

The first step of the process, 'Identify the business need' is based on a desire by Manchester Central to deliver a sustainable development. The following statement represents Manchester Centrals position with regard to sustainability:

"As a leading venue, we take our corporate, social and environmental responsibility very seriously and our strategic ambition is to ensure sustainability is embedded into the heart of everything we do. As a venue we began our sustainability journey back in 2012 and have continued to collaborate with our stakeholders to learn and evolve our approach. We're really passionate about embracing change and adopting new, innovative solutions that have legacy impacts.

Manchester Central are committed to working with local suppliers and contractors in order to sustain and build our local economy, as well as minimise our impact on the environment. Manchester Central

recognises it has a vital role in furthering sustainable development, through its procurement of goods and services and is committed to working with all suppliers, sub-contractors and clients to promote and develop sustainable procurement and implement best practice within our business.

In addition to sustainable purchasing, we will also investigate opportunities for the recycling and re-use of materials in order to reduce waste. Where this is not possible, all waste will be diverted from landfill whether through charitable donations, resale, or waste to energy.

Sustainable Menus

Our in-house team of chefs take inspiration from across the globe to create an extraordinary culinary experience brought to life using some of the North West's finest produce. We search Greater Manchester, Lancashire and beyond to find local independent producers, farms and growers that take pride and excel in what they produce. Seasonality is key; our Executive Chef works with a hand-picked selection of local suppliers to source the very best of what's in season and we plan for this in the development of our menus."

5.3 DEFINE SOURCING STRATEGY

5.3.1 EXISTING MATERIALS

To determine if demolition materials can be re-used on site, a pre-demolition audit has been carried out by the Demolition Contractor. The audit identified the different material types and the anticipated volumes with their recovery potential. Due to the age and construction type of the existing buildings, the reuse of these materials was deemed unsuitable for the new development by the architect and structural engineer. Instead, over 90% of the identified non-hazardous materials will be processed offsite for reuse or recycling.

5.3.2 NEW MATERIALS

Specification scopes for tender packages of construction and installation items will set out requirements in relation to the expected sustainability performance.

All consultants will assist in the production of the various tender procurement packages with specific regards to responsible sourcing and sustainable resource use.

5.4 IDENTIFY SUPPLIERS AND TENDER

The contractor will use the pre-qualification guidance provided within Appendix A at the end of this document, or their own corporate approach if this addresses sustainable procurement sufficiently, or a combination of the two.

5.5 EVALUATION AND AWARD

Suppliers will be expected to answer questions that specifically relate to sustainability issues.

5.6 IMPLEMENTATION

An appropriate member of the contractor's project team will be responsible for the implementation of the GPP.