

20.0 Green Purchasing Policy

Policy Statement

It is the policy of The Lloyd Park Children's Charity (TLPC) to practise a continuous improvement approach to understanding and taking appropriate responsibility for any adverse environmental, social, and economic impacts of its purchasing. In doing so, we shall consider impacts on a life-cycle basis and prioritise actions according to alignment with our values, magnitude of impact, and compliance with any applicable regulations.

Purpose

We are committed to understanding and managing the environmental, economic and social impacts of our operations through the delivery of sustainable solutions. This Policy is adopted in order to align purchasing with our values and seeks to harness the influence of its purchasing to support markets for, and increase accessibility to, more sustainable goods and services.

Applicability

This policy applies to all types of funded procurements and to all our services and employees. Specific employee roles, responsibilities, and expectations are further described within this policy.

Policy Implementation

In order to practise a continuous improvement approach to understanding and taking appropriate responsibility for reducing the adverse environmental, social, and economic impacts of our purchasing, we will work towards the following:

1. Core Strategies. These establish overarching sustainable procurement strategies to implement over time. They provide value-aligned direction to consider during project and programme planning, and direction from which to build minimum requirements, best practices, and related implementation tools. It is understood that they shall be undertaken in conjunction with traditional purchasing considerations, such as budget, product/service performance requirements, and availability.

2. Minimum Requirements. These are the specific mandatory requirements for a particular good or service category. They are the actions that support sustainable procurement Core Strategies.

3. Sharing our learning. We will communicate with all stakeholders our values of sustainability. We will provide practical examples of how sustainability can be thought of in everyday life.

4. Follow Reduce, re-use, recycle processes:

- Reduce: We will firstly question whether a purchase is strictly necessary and if it is, whether the amounts required could be reduced.
- Re-use: Secondly, we will seek to buy re-used items in preference to new items where practical.
- Recycle: If new items must be purchased, we will seek to buy the most eco-friendly option practical, whether buying locally, with zero or low packaging, made from recycled, non-toxic, bio-degradable or organic materials or more energy efficient.

5. When purchasing we will:

- seek to avoid purchase of over-packaged products.
- seek to purchase from sustainable sources.
- buy recycled paper products where ever possible.
- buy eco-friendly cleaning materials where ever possible.

6. Energy Efficiency and Emissions Reduction:

- Encourage the use of energy-efficient appliances.
- Set emission reduction targets.

7. Waste Reduction and Recycling:

- Promote recycling and waste reduction practices.
- Minimize single-use plastics and encourage reusable alternatives.

Reporting

We will produce an annual report of our sustainable practices and present to the Trustees.

Roles and responsibilities

- This policy will be reviewed annually and be part of our policy review schedule. This will be facilitated by a member of the Senior Leadership Team.
- All employees are responsible for following the Core Strategies and Minimum Requirements when planning and designing projects, developing project and operations budgets, developing asset management plans, selecting materials, making purchasing or supplier decisions, and developing and

managing contracts and price agreements as applicable to their roles and responsibilities and/or to a specific project.

- The Finance Team are responsible for taking into account these policy requirements when developing departmental and project budgets in order to ensure resources (budget and staff) are available to carry out these policy requirements.
- The Senior Leadership Team are responsible for developing and publishing reports.

Policy Name	Green Purchasing Policy
Version Number	V1
This policy was developed by	Senior Leadership Team Sustainability Group
These people were consulted/ involved in developing the policy	Senior Leadership Team Governance group
This Policy was adopted by	Trustee Board
Date	September 2024
Signed by:	
Name:	Bisi Oyekanmi
Role:	Chairperson
Review Date:	September 2026