



### Directory of Sustainable Choice Online Resources

There is a comprehensive suite of online sustainable procurement resources available to Sustainable Choice members via the following link:

<https://lgp.org.au/sustainable-choice/member-resources>

This document contains a list of those resources.

#### Membership Documents

- Sustainable Choice – Brochure
- Sustainable Choice – All staff email - continuing members
- Sustainable Choice – All staff email - new members
- Sustainable Choice - Draft resolution

#### Policy Documents

- Sustainable Procurement Policy Principles
- Business Case for an Active Sustainable Procurement Policy
- Sustainable Procurement Policies – council examples
- Sustainable Event Management Policies – council examples
- Fleet Management Policies – council examples
- Net Zero Emissions Related Policies – council examples

#### Internal Processes and Systems Documents

- Annual Survey - Member Councils
  - Example Sustainable Procurement Scorecard
  - Example Sustainable Procurement Scorecard Summary Report
  - Survey Assistance Tool 2021
- Sustainable Procurement Related Business Cases
  - Building the Business Case for Sustainable Procurement in Australia
  - Preparing the Business Case for Procuring Recycled Material
  - Checklist for cross sectional support for Sustainable Procurement
- Sustainable Procurement Framework
- Sustainability Issues Risk Assessment
  - Sustainability Risk Rating Tool
  - Example Sustainability Heat Map - Construction and Asset Maintenance & Operations
  - Threat opportunity Matrix and Guidance



- Sustainable Procurement Working Group Guidelines
- Social Procurement
  - Social Procurement in Local Government
  - Social Return Accounting
- Measuring the Benefits of council procurement activities in your community
- Eco Labels

### Sustainability in Tenders

- Sustainable Tendering Guidelines
- Two Ways to Create Impact with Sustainable Procurement
- Sustainability in Tenders
  - Tender Questions addressing the Quadruple Bottom Line
  - Sustainability Schedule – Services
  - Sustainability Schedule – Products
  - Example Sustainability Section for Tender Documents - Low risk projects
  - Example Tender Sustainability Questions for the Procurement of Services
  - Example Tender Sustainability Questions for the Procurement of Construction Related Products
  - Example Tender Sustainability Questions Addressing Recycled Content and Packaging Waste Reduction
  - Example Tender Sustainability Question Addressing Modern Slavery
  - Example Tender Questions relating to Social Procurement
  - Cleaning Accountability Framework Standards for Tender/Scope Specifications
  - Technical Instructions for the Application of Sustainability Criteria
  - Waverley council – sustainability text and criteria for RFTs, RFQs and EOIs by theme
- Wollongong Green Cleaning Contract documents
  - Cleaning Specifications
  - Environmental and Social Values Assessment
  - Wollongong Council QA report
  - Wollongong City Council Green Cleaning Services Accredited Guidelines
  - Workplace Health and Safety Management
  - Form of Tender

### Modern Slavery

- Modern Slavery – how can local government address it in procurement?
- Example tender questions addressing Modern Slavery



### Annual Reports

Every year, member councils complete an online survey to provide their feedback about Sustainable Choice and information about how their council is progressing in sustainable procurement.

Data from the surveys submitted is analysed and compiled into the following reports:

- 2019 Full Report
- 2018 Full Report
- 2017 Full Report
- 2016 Full Report
- 2015 Full Report
- 2014 Full Report
- 2013 Full Report
- 2012 Full Report
- 2011 Full Report
- 2010 Full Report

### Case Studies

- Hockey Field Upgrade involving numerous Recycled Materials - Darebin Council, Victoria
- 2020 Low Carbon Concrete Sidewalk Project - City of Portland
- Sustainable Energy for a Sustainable Future - Shoalhaven City Council
- Smart, Liveable, Sustainable Newcastle - City of Newcastle
- Recycled Glass in Road Base - Lockhart Shire Council
- Byron Bridge Renewal Project - Byron Shire Council
- Australian Circular Economy Hub - Case Studies
- Admin building receives 6-star Green star – Performance rating – Wollongong City Council
- Wollongong Administration Building receives 6 star Green Star - Performance rating
- Wollongong Administration Building receives 5-star Green Star - Performance rating
- Recycled Paper Journey – Blacktown City Council
- Recycling Bin Expansion and upgrade - Byron Shire Council
- Biodiesel B20 - Blacktown City Council
- Embedding sustainability into 'value for money' - Inner West Council
- Fleet Management - Lake Macquarie City Council
- Procurement of a green cleaning contractor - Wollongong City Council
- Recycled Paper - Holroyd City Council
- Reducing Energy Consumption and Greenhouse Emissions - Wagga Wagga City Council
- Sustainable Biodiesel - City of Sydney
- Sustainable Procurement - City of Canada Bay
- Sustainable Procurement - City of Sydney
- Recycled Glass Sand - Lake Macquarie City Council
- Leveraging Sustainability procurement to transform tourism – Case studies (One Planet Network)
- Procuring Lighting-as-a-Service – Mechelen (Belgium)



### How to Choose a More Sustainable Product or Service

- Fact Sheets
  - Cleaning Products and Services
  - Copy Paper
  - Green Buildings
  - Office Equipment
  - Office IT Equipment
  - Paper and Cardboard
  - Publications and Printed Material
  - Recycled Plastic Products
  - Roads and Footpath Construction
  - Sports and Playground Surfaces
  - Sustainable Procurement Tips for Council
  - Modern Slavery – how can local government address it in procurement?
  - Aluminium poles versus steel poles

### Useful Links

Sustainable Choice provides an extensive list of useful sustainable procurement related links at:

<https://lgp.org.au/sustainable-choice/links>

They include links relating to:

- Local Government
- Government
- Business
- Sustainability and Procurement
- Eco Labelling
- Paper
- Computers and Information Technology
- Non-Toxics
- Electric Vehicles
- Energy and Greenhouse
- Waste and Recycling
- Water Saving
- Organics
- Environment Organisations

# Sustainable Choice

## The Sustainable Approach to Procurement in Local Government



### Webinars

- Be a Net Zero Superhero - Shoalhaven City Council
- Market Development for Recycled Packaging Materials Through Circular Procurement - APCO
- Council's Journey Towards a Carbon Neutral Council – Case Study, Inner West Council
- Making Sustainable Procurement Second Nature – Case Study, Waverley Council
- Leveraging Social Procurement to strengthen your Community – presented by Social Traders
- Decarbonising fleets and reducing costs - is it possible? – presented by Everergi
- Recycled Paper – presented by PlanetArk
- Lake Macquarie City Council – ISO 20400 journey