

Eco Impact Checklist

Title of report: Book Supply Contract Tender				
Report author: Kate Murray				
Anticipated date of key decision May 10th 2022				
<p>The Library Service's stock of books is at the core of its service and part of the statutory offer. In order to provide customers with the widest possible range of up to date, relevant, high quality material, within the constraints of the budget allocated, it is essential to have a purchasing contract that flexible, has no minimum spend and delivers the best possible value for money for Bristol.</p> <p>The current Book Supply Contract is due to expire at the end of September 2022. In order to ensure no break in the supply of books, a tender process must be undertaken now for the goods with a contract to be in place for the beginning of October 2022.</p> <p>Book materials are to include adult fiction, adult non-fiction, reference items, and children's books. These materials need to be supplied shelf ready. We also require suppliers to offer other services which contribute to efficiency and cost effectiveness, such as supplier selection.</p> <p>There will be no commitment to a minimum, or indeed any spend, as part of the contract, thus ensuring flexibility over the life of the contract.</p>				
Will the proposal impact on...	Yes/No	+ive or -ive	If Yes...	
			Briefly describe impact	Briefly describe Mitigation measures
Emission of Climate Changing Gases?	Yes	-ive	The production and transportation of books will lead to emission of climate changing gasses.	Through the tendering process suppliers will be required to implement environmental policies on energy efficiency and resource use.
Bristol's resilience to the effects of climate change?	No			
Consumption of non-renewable resources?	Yes	-ive	The production of books will lead to consumption of non-renewable resources.	Through the tendering process suppliers will be required to implement environmental policies on energy efficiency and resource use. Preference should be given to suppliers who can provide 100% FSC certified books.
Production, recycling or disposal of waste	Yes	-ive	End of life items will require disposal.	End of life items should be handled according to

			Transport of new books will require packaging.	the waste hierarchy giving preference to routes for re-use/redistribution to other users, then where not possible recycling as the next best alternative. Through the tendering process, preference should be given to suppliers who are able to offer packaging take back or off-set schemes.
The appearance of the city?	No			
Pollution to land, water, or air?	No			
Wildlife and habitats?	No			
Consulted with:				
Summary of impacts and Mitigation - <u>to go into the main Cabinet/ Council Report</u>				
<p>The significant impacts of this proposal are...</p> <ul style="list-style-type: none"> • Consumption of resources to produce books • Travel, primarily through deliveries • Creation of waste through packaging and disposal of redundant stock <p>The proposals include the following measures to mitigate the impacts...</p> <p>Within the tender prospective suppliers are required to develop and implement a comprehensive environmental policy that sets out that it will be energy efficient and committed to recycling and reusing goods and products in respect to:</p> <ol style="list-style-type: none"> a) waste and recycling b) transport and travel c) purchasing of goods and services d) energy use and efficiency <p>We also require that all cartons are either reusable or recyclable and that preference should be given to a supplier who can provide 100% FSC certified products.</p> <p>This proposal is a continuation of existing service activities; with the mitigations listed the net effects of the proposals are neutral.</p>				
Checklist completed by:				
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Date:	11/02/2022
Verified by Environmental Performance Team	Daniel Shelton 11/02/2022