

Introduction

Positive and comprehensive procurement practice will produce sustainable outcomes which provide value for money across the life cycle whilst meeting the end user's requirement. In addition, it will reduce risk in the supply chain while complying with all government regulation. Hinds Building Services hopes to achieve these objectives in a practical and pragmatic way through a collaborated approach with its suppliers and end users. To achieve this, we hope to partner with a range of stakeholders whose input will be invaluable in providing the quality, comprehensive and sustainable service which we hope to provide to all of our clients.

This procurement policy is critical as it focuses on value for money, measurable through lens of effectiveness and efficiency both in the corporate office and on site; utilises open, fair and transparent procedures ensuring equal opportunity and competition for all prospective suppliers; and ensures that any legislative framework is embedded in corporate processes, which include but is not limited to the Bribery Act 2010 (see our Anti-Corruption and Bribery Policy for further detail), Modern Slavery Act 2015 (See our Anti-Slavery and Human Trafficking Statement on our website) and the Health and Safety at Work Act 1974.

Vision

To ethically and sustainably source all construction materials and services while maintaining high quality with limited environmental impact and to encourage employees and suppliers to adopt similar practice through education and training, thereby minimising waste at all levels

Sourcing of Materials

Where possible, Hinds Building Services seeks to source materials locally and, where relevant, Fair-trade sustainable sources, while reducing over-purchasing of goods. The impact on the environment in ordering limited quantities to reduce the likelihood of over-purchasing will also be considered. This will be weighed against the potential efficiencies and reduced environmental impact when the correct amount of materials are calculated and ordered within the same delivery. Stemming from this, it is hopeful that travel from the site to the builders merchant would be significantly reduced.

One of our key considerations is the input resources for any products that we are purchasing, including any raw materials and their relevant source and energy consumption. Where possible, we will encourage our suppliers to use renewable energy in the sourcing of their raw materials or manufacture of construction materials.

Team Leaders should be cognisant of the potential of swapping of materials - which would not reduce the service outcome or product performance - with an alternative which is more environmentally friendly. As a result, it is intended that clients would be offered a greater variety of sustainable products.

Sourcing of Labour

In addition to boosting the local communities, where possible, Hinds Building Services will utilise local sub-contractors and suppliers. In choosing sub-contractors, such parties will be referred to the Hinds Building Services environmental and waste management policy, with the expectation that similar practices have been or will be embedded in their operating structure.

As a Living Wage Employer, we will promote and encourage suppliers to pay their workers a fair wage as exemplified by the Living Wage. Our Fair Pay Policy and Supplier's Guide to Getting Paid are also on our website to support our suppliers.

Supplies

Prior to purchasing supplies in the office, reference should be made to whether the material is recyclable. Where possible, recycled paper should be made in the office.

Positive Procurement Decisions

See the Anti-corruption and Bribery Policy for more details on measures which are intended to reduce any traces of fraud, bribery or corruption in the procurement process.

In addition, we will continually aim to reduce our vehicle fleet's carbon dioxide emissions by encouraging uptake of less polluting vehicles; and at all times consider the energy efficiency of plant, equipment and materials and promote those items with the greatest energy efficiency.

Awareness

In order to achieve this, we will communicate this to all of our employees and our supply chain. We will aim to provide training to employees and suppliers on the environmental and sourcing impact of procurement decisions. Employees will be provided with the relevant guidance and product information to allow them to select sustainable products and services. Sufficient time should also be allocated to each task to ensure that the best procurement decisions can be made.

Policymaking

Hinds Building Services will regularly monitor this policy to ensure that positive procurement practices are consistently enforced by our suppliers, sub-contractors and consultants. Failure to comply with this may result in the relevant party being removed from our list of approved sub-contractors and suppliers.

Legal Compliance

Hinds Building Services will ensure compliance with all legislation, regulatory instruments, standards and internal policies relevant to procurement, including this policy and its Corporate Social Responsibility Policy. Some of the key legislation include Equality Act 2010, Bribery Act 2010, General Data Protection Regulation (GDPR), Health and Safety at Work etc. Act 1974.

Management Team, Hinds Building Services

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