



Environmental Impact Assessment

Contract name and number	Islington's Carers Offer (number yet to be assigned)
Short description of the contract	The service will provide a varied package of support to assist informal carers in their caring role as well as enabling them to live fulfilling lives and maximise their wellbeing as an individual. The procurement of the pathway proposed will enable carers to be supported throughout and beyond the time of their caring role while also responding to their multiple needs whether these be financial, emotional, psychological or physical.
Value of contract	TBC approx. £900K pa
EIA completed by and date	Lisa Koduthore, 25/02/2021

An Environmental Impact Assessment must be carried out when a new product or service is to be procured through the tender process (valued over £189,330). Islington Council is committed to achieving a net zero carbon borough by 2030 and the goal of eliminating carbon emissions from buildings and vehicles should be embedded in all procurements.

If you have any queries, please contact the Energy Services Team at energyservices@islington.gov.uk or the Strategic Procurement Team at procurement@islington.gov.uk

Please answer the questions below. If the answer to the first part is no, you do not need to answer the subsequent parts.

Question 1: Is this a procurement for a service that will result in carbon emissions from fossil fuels being burnt in vehicle engines, plant machinery or gas boilers in buildings?		Yes
Where will the carbon emissions come from?	Carbon emissions will result from the provider's use of office buildings within the borough.	
Why are you unable to deliver this service on a zero emission basis?	Office buildings will be required to allow the service provider to have a workplace as well as being a physical point of contact for carers to come to for information & advice or further support.	
What will you put in the contract to minimise emissions and/or move towards zero emissions?	Providers will have to demonstrate a commitment to reducing their carbon emissions from office buildings.	
Question 2: Is this a procurement for a service that will use electricity in buildings?		Yes
Will the contract specify that electricity used in delivering the service should be purchased from a renewable tariff or supplied by on-site renewables?	Yes.	
If not, why not?		
What will you put in the contract to minimise overall electricity use?	A clause will be added to the contract, encouraging the service provider to track overall electricity use and to reduce it as much as possible.	

Question 3: Is this a procurement for a product that burns fossil fuels?¹		No
What product are you purchasing?	n/a	
Why can you not use products that do not burn fossil fuels?	n/a	
How are you minimising the amount of fuel that will be used?	n/a	
Question 4: Is this a procurement for a product that uses electricity?		No
What product are you purchasing?	n/a	
How are you minimising this product's future electricity use?	n/a	
Question 5: Will the product/service result in water use during or after the contract?²		Yes
How will water be used?	Water will be used in the kitchen and bathroom facilities of the offices used by the provider.	
How will you minimise the use of water?	The provider will be encouraged to attach signage near all water outlets to encourage users to minimise their water use.	
If this is a service, how will water use minimisation be embedded in the contract?	The contract will stipulate that employees complete a training on conserving water and that the provider commits to fixing any leaky faucets as soon as they become aware of them.	
Question 6: Will the product/service result in material use during the life of the contract?		Yes
What material will be used?	Paper for posters, leaflets and information booklets.	
How will you minimise material use or ensure it is coming from a sustainable source ³ ?	The provider will be encouraged to use online advertising as much as possible, to minimise daily printing in the office and to use recyclable paper for any printed materials.	
If this is a service, how will material use minimisation be embedded in the contract?	The contract will stipulate that all written materials must be printed on recyclable papers and materials.	
Question 7: Is this a service that could cause damage to biodiversity?⁴		No
How could it cause damage?	n/a	
How will you minimise this risk?	n/a	
What contractual requirements will you put in place to minimise this risk?	n/a	
Question 8: Will the product/service generate waste during the contract?⁵		Yes
What type of waste will be generated?	Paper waste, general office waste	
How will waste generation be minimised and recycling maximised?	<p>Recycling bins will be made available in the offices with clear signage to allow employees and visitors to easily recycle.</p> <p>Any events hosted by the provider will ensure that any materials used for catering purposes will be from recyclable materials.</p> <p>Employees will be encouraged to reflect on their own waste generation and recycling through a mandatory training course.</p> <p>Employees and visitors will be encouraged to use public transport to reach the office buildings.</p>	

¹ Such as new vehicles or gas boilers

² e.g. water use in existing buildings during the service, or bathrooms and kitchens in new buildings being built

³ e.g. only purchasing FSC-certified timber products

⁴ e.g. outdoor use of chemicals, habitat disturbance, etc.

⁵ e.g. construction, catering, electrical goods, repairs, furniture, office waste, etc.

If this is a service, what contractual requirements will you put in place to deal with this?	The contract will require an adequate number of recycling bins to be made available in the office with clear signage for staff and visitors to follow. At events, the provider will be obligated to ensure that all materials used are either from sustainable sources or made from a recyclable material. The contract will stipulate that a mandatory training course be completed by all employees to reflect on their environmental impact.
Question 9: Will this involve the use, storage, or disposal of hazardous substances?⁶	
Which substances are involved?	n/a
How will risk be minimised?	n/a
If this is a service, what contractual requirements will you put in place to deal with this?	n/a
Question 10: Is there potential for pollution from the product/service?⁷	
What type of pollution could be caused?	n/a
How will risk be minimised?	n/a
If this is a service, what contractual requirements will you put in place to deal with this?	n/a

Please return this completed form to the Strategic Procurement team at procurement@islington.gov.uk and the Energy Services team at energyservices@islington.gov.uk. The form will be assessed and you will be contacted if further analysis of the environmental impacts of your procurement is necessary.

⁶ Including cleaning chemicals

⁷ e.g. chemical spills, air pollution from plant or vehicles, fuel leaks, noise, dust etc.