



Improving Air Quality in the City of London

A practical procurement guide to reduce
the emission profile of the business





SITUATION

Air Quality in parts of the City of London is the worst in the country and amongst the worst in Europe. It may not be as visible as the smog of Victorian London, but it is ever present.

Nitrogen dioxide (NO₂) is up to three times the recommended level for health and particulate matter (PM₁₀) regularly breaches EU limits.

IMPACT

Poor Air Quality has a significant impact on health, with up to 8,000 premature deaths in London each year attributed to it.

Fine particles have the greatest impact on health. Young children and the elderly are most susceptible.



The UK could face significant fines from the EC for failure to comply with Limit Values.

SOURCES

As with carbon, the major sources of air pollution are from combustion as a direct result of transportation and heating.

Carbon reduction, energy efficiency and modifying transport policies should therefore go hand-in-hand with improving air quality.

With the help of City businesses, and the people that live and work in the Square Mile, we can make a difference to our health and the wellbeing of those around us.

THE FUTURE

This supplement to the CityAir best practice framework has been developed with the kind support of Investec, who are currently developing their own procurement policies and procedures. Investec acknowledge the impact of procurement decisions and the supply chain to local air quality and are striving for improvement.

The recommendations and actions in the sections below contain both elements that are currently 'live' as well as those planned. The guidance that follows has been rationalised into simple guidance by the following categories:

- **General Guidance**
- **Transportation**
- **Office Supplies**
- **Energy, Water & Waste**
- **Supplemental Items**

If we change our policies then suppliers will change and adapt for all our benefit.

In all procurement decisions - Think air quality...



GENERAL GUIDANCE

Every ream of paper for the office and pint of milk for the canteen is most likely delivered by a diesel powered vehicle.

The impact to carbon emissions of the supply chain is well documented, but the resulting emissions of NO_x and PM₁₀ are often not considered in procurement policy decisions.

Reducing Journeys & Emissions

- Across the entire supply chain reduce the number of journeys made to and from your office
 - Consolidate stationery and all other deliveries with a long shelf life
 - Make more storage room available on site to accommodate more stock
 - Work with other tenants in the building to consolidate deliveries
- Alongside reducing the number of journeys made to the office it is vital that the emission profile of the supply chain be improved
 - Wherever possible insist on the use of zero emission deliveries or vehicles that meet the latest EURO standard
 - Ensure a 'no engine idling' policy on site is implemented
- Details on sustainable and low emission employee transport can be found [here](#)



Implementing a Sustainable Supply Chain Policy

- Any supply chain policy should include a category detailing requirements on environmental performance that suppliers must adhere to
- Reducing the carbon emissions associated with the business, its operations and supply chain should improve air quality
- Embedding air quality into the supply chain policy is vital for health, employee wellbeing and has an immediate impact
- Make the air quality and sustainability elements of the supply chain policy compulsory
- Communicate the commitment of the organisation to improve air quality - sign up to [CityAir](#)



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TRANSPORTATION

The main source of emissions in the City, of both NO_x and PM₁₀, is road transport. As a result, the decisions that businesses make on travel, as well as their supply chain, can have a significant impact on improving air quality in the City.

Transportation decisions by businesses need to be put in context with what the Mayor of London and City of London are doing. Only then can businesses make the informed choices on how employees travel, control deliveries and consolidate the supply chain.

Each can have a massive impact - **think air quality**

International

- Emissions from outside the City of London are a contributing factor to poor local air quality
- Looking at the entire transport emission profile is also sustainable best practice
- The travel plan should recognise the increased environmental impact of aviation compared to other forms of transport and introduce policies to avoid unnecessary flights
- Audio and video conferencing should be the default setting unless completely impractical
- Where flying is essential there are a number of carriers that have a more fuel efficient fleet
- Employees should be encouraged to take public transport to the airport



National

- CO₂ emissions can be cut by 90% by taking a train rather than flying
- An emission calculator is available here
- If the train is not appropriate, provide low emission pool cars or join a car sharing scheme such as streetcar
- Ensure that if a number of staff are going to the same destination that they travel together



Local (CBD)

- Employees need support in adapting their travel choices to be more sustainable
- Most destinations in the City of London can be more quickly reached on foot or by bicycle
 - Provide accessible and clear local mapping
 - Do not reimburse short taxi journeys
- Launch campaigns to support sustainable travel choices - click here for more information





OFFICE SUPPLIES

Procurement decisions have a direct impact on air quality. Consolidation of deliveries, collaboration with fellow businesses and working with suppliers to drive down emissions is a partnership commitment that should support strategic objectives. By creating and managing best in class, diverse and innovative supply chains an organisation can realise significant cost, efficiency and reputation benefits.

General Advice

- **Develop cross-functional project teams to work to minimise the number of daily deliveries made**
- **Centralising deliveries builds trust in the overall objective of improving air quality**
- **For all deliveries and contracts that include the use of vehicles, insist that those vehicles are, at a minimum, Euro V compliant**
- **Only by working with suppliers can innovative solutions be found to mitigate the impact of activities on air quality**
- **Every supply chain decision is different but in every situation - think air quality**



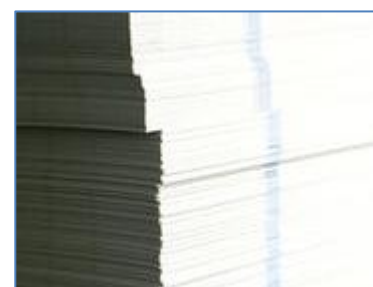
Stationery - Zero Emission Last Mile Delivery

- **Light Goods Vehicles (LGVs) are responsible for 18% of PM₁₀ emissions in the City.**
- **The solution is simple – to improve air quality and our health, in the congested City, we need zero emission ‘last mile’ delivery of as many goods and services as possible**
- **Gnewt Cargo worked with Office Depot to trial a system of bulk consolidation and ‘last mile’ delivery by electric vehicle**
- **The system has realised zero emissions and reduced kerbside occupancy by 50%**



Print - Managed & Sustainable

- **In order to reduce print cost, increase efficiency and achieve better environmental performance - less paper used = fewer deliveries:**
 - **Move to a managed print service with accredited environmental credentials**
 - **Implement ‘secure’ printing**
 - **Reduce printer numbers and share facilities**
 - **Make Duplex printing the default setting**
 - **Hold a stock of toner and paper to reduce deliveries**
 - **Consider servicing by pedal bike**





ENERGY, WATER & WASTE

Energy use in buildings, alongside waste disposal, has a direct impact on carbon and local air pollution.

26% of emissions of NOx from in the City are from combustion within commercial buildings (gas boilers and generators). The choice of renewable technologies needs to be considered carefully against their impact on local air quality.

The more journeys required to collect waste, the greater the impact to air quality.

Energy

- Although there is an emission factor associated with remote electricity generation, those emissions are effectively abated and strictly controlled
- If possible broker energy from a 'green' source, preferably from renewables
- Sustainable energy sources should be installed wherever feasible, such as Solar PV and Ground Source Heating
- In the City, avoid using on-site 'renewables' that involve combustion technologies (e.g. biomass/biofuel)
- No matter the incentives given DO NOT turn back-up generators on to supply the National Grid



Water

- Water supply should be considered in any sustainability policy
- Although water usage may not, on the surface, appear to have an impact on air quality, if it is delivered to your premises by a van it does
- Move to using only mains filtered water



Waste & Recycling

- The more waste generated and the less waste segregated increases your cost
- Ensure that suppliers remove and reuse packaging
- Remove under desk bins and centralise recycling facilitates
- Organise better collection regimes, coordinated with other building occupants
- Demand reduced emissions from the contractors' collection vehicles, setting targets over time
- Explore Materials Recycling Facilities (MRF) and drive an overall objective of zero waste to landfill





SUPPLEMENTAL ITEMS

The key elements of the supply chain, that have an impact on air quality, have been listed above in broad groupings. The elements below have been listed separately as they have, individually, a significant impact on air quality. The emission profile of the taxi and general courier fleets will only change if we, as customers, demand it.

These key elements are not exhaustive and could be expanded upon but, above all, in all your supply chain decisions - **think air quality**

Taxis & Private Hire Vehicles (PHVs)

- It is estimated that, by 2015, 50% of PM₁₀ emissions from vehicles in the City will be from taxis (black cabs)
- Carbon offsetting by taxi and PHV companies does not help local air quality
- Avoid authorisation of short taxi journeys - encourage walking
- Change contractor to one using electric vehicles or those meeting the Euro V standard for City use
- Request a 'no engine idling' policy across the taxi and PHV contract



Couriers

- For deliveries within the Central Business District (CBD) use only pedal bike couriers
- For irregular deliveries of larger items consider using a car or van share scheme
- Across the courier portfolio, where vehicle delivery is the only option insist on a zero or low emission supplier
- For the purposes of the courier fleet low emission equates to vehicles meeting the Euro V standard



Catering

- Rationalise the number of suppliers used
- Improve facilities to cater for a greater capacity for storage of long and short shelf life products
- Use locally sourced produce wherever possible
- After consolidation of suppliers reduce the number of deliveries made each week
 - Weekly delivery of dairy and fresh produce
 - Monthly delivery of long life products
- For all deliveries encourage the supplier to use only low or zero emission vehicles





AIR QUALITY CHECKLIST

General Guidance

Reducing Journeys	<input type="checkbox"/>
Reducing Emissions	<input type="checkbox"/>
Implementing a Sustainable Supply Chain Policy	<input type="checkbox"/>

Transportation

International	<input type="checkbox"/>
National	<input type="checkbox"/>
Local	<input type="checkbox"/>

Office Supplies

General Advice	<input type="checkbox"/>
Stationery - Zero Emission Last Mile Delivery	<input type="checkbox"/>
Print - Managed & Sustainable	<input type="checkbox"/>

Energy, Water & Waste

Energy	<input type="checkbox"/>
Water	<input type="checkbox"/>
Waste & Recycling	<input type="checkbox"/>

Supplemental Items

Taxis & Private Hire Vehicles (PHVs)	<input type="checkbox"/>
Couriers	<input type="checkbox"/>
Catering	<input type="checkbox"/>