

TCN SCHEDULE 2.6

SUSTAINABILITY

Sustainability

“Strategy”	has the meaning given to it in paragraph 1;
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For the purposes of this Schedule, references to the “Authority” shall be deemed to be references to DVSA.

1 SUSTAINABILITY POLICY AND CSR

The Authority has developed its Sustainable Development Strategy (as set out in Annex A), as the same may be updated from time to time (the **“Strategy”**) to help deliver its vision - to help you stay safe on Britain’s roads, in the most sustainable way possible.

The Authority wants the Strategy to be an integral part of the way it does business, and to use its sustainability vision to enable it to make better business decisions.

Crucially, the Authority is using it to make its business more effective and efficient, to help it continue to achieve its business outcomes long into the future.

The Strategy helps the Authority to play its role in delivering against a number of national and international targets and ambitions, but the Strategy will do more than this.

The Strategy is the Authority’s response to the most important challenges that we face as a country, and a planet, and its approach in developing the strategy has been shaped by the global trends that are having, or could have, a significant impact on its business model.

The Authority is committed to creating a sustainable, effective and efficient estate which provides value for money for the taxpayer and reduces its environmental impact.

- 1.1 The Authority is required, via Government Directive, to ensure that its activities take full consideration of environmental, social and economic impacts. The Authority will work to reduce its carbon emissions, minimise waste and pollution, make best use of scarce resources, respect ecology, build resilience to a changing climate, and nurture community strengths and assets. In particular the Authority is required to (, including through its supply chain):
- (a) Demonstrate continuous improvement to align with the Authority’s Sustainable Development Strategy (set out in Annex A)
 - (b) fulfil its [Greening Government Commitments 2016-2020](#) (as set out in Annex B (Greening Government Commitments 2016-2020) to this Schedule 2.6 (Sustainability and Corporate Social Responsibility). As at the Effective Date the anticipated new Greening Government Commitments for 2020 - 2025

have not yet been published. For the avoidance of doubt the Authority shall be required to fulfil its Greening Government Commitments 2020-2025 once the same are published;

- (c) implement a carbon management plan to reduce their Test Centre Network (TCN) region carbon emissions by 3% per year, supplying quarterly information and contributing to an annual report on progress.
- (d) manage and reduce TCN water consumption, supplying quarterly information and contributing to an annual report on progress.
- (e) to eliminate the use of single-use plastics in its TCN operation, supplying quarterly information and contributing to an annual report on progress.
- (f) implement measures to continually reduce the percentage of TCN waste sent to landfill supplying quarterly information and contributing to an annual report on progress.
- (g) to encourage employment of suitable staff e.g. apprentices, and other groups outside mainstream employment, to demonstrate that delivery of the Services provide an additional social and community benefit
- (h) comply with all applicable Law, regulations and other Government requirements.

1.2 As a primary aim the Authority is committed to operating a low carbon, resource efficient estate, and recognises the importance of responsible utility management and the efficient use of resources throughout its operations. The Authority seeks to protect the environment by conserving natural resources and reducing harmful emissions. The Supplier shall ensure that all activities undertaken by the Supplier pursuant to this Agreement shall minimise, and where possible, avoid having an adverse impact on the environment and the Supplier shall take measures to restore, maintain or enhance biodiversity. The scope of the sustainability targets that the Supplier shall meet are set out in paragraph 2.10.

1.3 The Supplier shall take account of, and align with, the Strategy and the Authority's aims, objectives and targets in relation to the framework for the Greening Government Commitments 2016-2020 (set out in Annex B (Greening Government Commitments 2016-2020) to this Schedule 2.6 (Sustainability and Corporate Social Responsibility)). As at the Effective Date the anticipated new Greening Government Commitments for 2020 - 2025 have not yet been published. For the avoidance of doubt the Supplier shall take account of, and align with the Authority's aims, objectives and targets in relation to the current Greening Government Commitments (i.e. 2016-2020) until such time as the Greening Government Commitments 2020-2025 are published, from which point the Supplier shall take account of, and align with, the Authority's aims, objectives and targets in relation to the Greening Government Commitments 2020-2025.

1.4 The Supplier shall comply with all Government initiatives in environmental or sustainable management and support the Authority in its delivery of the strategies,

policies, aims, objectives and targets as referred to in paragraph 1.3, including those described in Annexes C (The Environmental Standards for Goods and Services) and D (The Government's Wider Sustainability Policy Aims that Must be Adhered to) to this Schedule 2.6 (Sustainability and Corporate Social Responsibility).

- 1.5 The Supplier shall take account of and comply with any future environmental policies, strategies and codes of practice put in place by the Authority and any relevant Government body (in particular DEFRA, BEIS, Government Property Unit and the Environment Agency). The Authority reserves the right to set new targets including for Contract Years 4 to 8 to reflect future Government targets.
- 1.6 The Supplier shall, on a quarterly basis as part of the Contract Management Board (pursuant to schedule 8.1 (Governance), advise the Authority on new technologies and approaches to Sustainability and CSR which may be beneficial to the Authority.
- 1.7 For the avoidance of doubt, all obligations on the Supplier pursuant to this paragraph 1 shall be deemed to be obligations on the Sub-contractor as well.
- 1.8 For the avoidance of doubt, the Supplier's proposed approach to delivering on the Authority's requirements as set out in this Schedule 2.6 are contained within Section 13 (Delivery of Social, Economic and Environmental Value) of Schedule 4.1 (Supplier Solution).

2 SUPPLIER'S SUSTAINABILITY POLICY & PLAN

- 2.1 The Supplier shall provide to the Authority a sustainability policy (the "**Sustainability Policy**") and develop, maintain and implement a sustainability plan (the "**Sustainability Plan**") in line with the requirements of this Schedule. The Supplier shall (and shall procure that any Key Sub-contractors shall) comply with the Sustainability Plan.
- 2.2 The Supplier shall submit the Sustainability Plan for the Authority's approval within three (3) months of the Effective Date.
- 2.3 The Supplier shall ensure that the Sustainability Plan aligns with the Strategy process, as well as complying with [Government Buying Standards](#) (as set out in Annex C (The Environmental Standards for Goods and Services) to this Schedule 2.6 (Sustainability and Corporate Social Responsibility)).
- 2.4 The Sustainability Plan shall include the Supplier's approach to:
 - (a) energy management, including greenhouse gasses and fugitive emissions;
 - (b) water management including sewerage;
 - (c) resource and waste prevention and management including use of the waste hierarchy and segregation, closed loop approaches, minimising waste to landfill and increasing levels of recycling; and

- (d) minimising travel and ensuring efficient and sustainable transport use in relation to operations under this Agreement.
- 2.5 The Sustainability Plan shall set out, in particular, how it will meet, monitor and measure the sustainability targets set out in the table at paragraph 2.10.
- 2.6 The Supplier's Sustainability Policy and Sustainability Plan shall both provide details of how the Supplier Solution will:
 - (a) reduce:
 - (i) the amount of waste generated and going to landfill;
 - (ii) carbon and other emissions;
 - (iii) energy consumption;
 - (iv) paper consumption;
 - (v) water consumption;
 - (vi) the use of hazardous materials;
 - (vii) health and safety risks; and
 - (viii) supply chain risks; and
 - (b) enhance:
 - (i) energy and water efficiency;
 - (ii) the use of durable and recyclable materials;
 - (iii) opportunities to reuse/remanufacture;
 - (iv) opportunities to minimise waste and increase recycling;
 - (v) opportunities for skills development and apprenticeships;
 - (vi) opportunities for equality and diversity; and
 - (vii) opportunities for SMEs and social enterprises.
- 2.7 The Supplier shall ensure that the Sustainability Policy includes the following principles:
 - (a) value for money;
 - (b) whole-life costs – conception, purchase price, running costs and end of life (e.g. disposal);
 - (c) environmental and social benefits;

- (d) more efficient use of resources;
- (e) greater social inclusion;
- (f) support for innovation;
- (g) better risk management; and
- (h) improved supplier relationships.

- 2.8 The Supplier shall ensure that the Sustainability Policy and Sustainability Plan shall both include the Supplier's proposals for skills development and apprenticeships in performance of the Agreement. The Supplier will report to the Authority annually on performance against its own target for the number of apprenticeships started and the number completed during each Contract Year.
- 2.9 The Supplier shall confirm to the Authority whether it contracts with SMEs to provide any supplies or services required to deliver the Services and will describe any plans to increase the Supplier's contractual agreements with SMEs in order to support the Government's target to spend at least 33% with SMEs by the end of the financial year 2021/2022.
- 2.10 The Supplier shall, as a minimum, include the following sustainability and corporate social responsibility targets in its Sustainability Plan:

	Baseline values	Target for the end of each 12 month period from the Operational Services Commencement Date
Carbon Emissions	Baseline set by the Supplier in the 12 months following the Operational Services Commencement Date.	To baseline emissions during the 12 months following the Operational Services Commencement Date and then achieve a 3% year on year reduction from baseline value in each subsequent period of 12 months
Water Consumption	Baseline set by the Supplier in the 12 months following the Operational Services Commencement Date.	To baseline consumption during the 12 months following the Operational Services Commencement Date and then achieve a 2% year on year reduction from baseline value of water usage per m2 against the monthly average in each subsequent period of 12 months
Waste Arising	Baseline set by the Supplier in the 12 months following the Operational Services Commencement Date.	To baseline waste arising during the 12 months following the Operational Services Commencement Date and then

	Baseline values	Target for the end of each 12 month period from the Operational Services Commencement Date
		achieve 5% year on year reduction from baseline value in each subsequent period of 12 months
Skills Development and Apprenticeships	N/A	Supplier's target 4% of workforce (excluding roles agreed by the Parties as being exempt) that are apprentices

THE AUTHORITY'S SUSTAINABLE DEVELOPMENT POLICY REQUIREMENTS AND STANDARDS

1. PURPOSE

This document sets out the Strategy and includes requirements and standards which staff, buyers and suppliers are expected to adhere to, both in spirit and letter.

2. ANNEXES

Annex A to this Schedule is the latest Strategy.

Annex B to this Schedule details the environmental targets the Authority is required to meet.

Annex C to this Schedule details the environmental standards for goods and services that the Authority must adhere to.

Annex D to this Schedule details the Government's wider sustainability policy aims that should be supported by the Supplier.

3. SUSTAINABLE DEVELOPMENT AT DVSA

The Authority continually seeks to minimise any adverse environmental and social impact and to optimise any environmental and social benefit of its activities, including those of its contractors and their subcontractors and supply chains. The Authority aims to reduce its impact on the environment by improving the environmental performance of its estate, operations and procurement procedures and to support the Government's wider sustainability policy aims.

In addition, the Authority will commit its suppliers through its buying decisions to:

- align with the Authority's Strategy, requirements and standards
- ensure that all actions are made in accordance with relevant current and foreseen Law and other official guidance
- actively demonstrate and report how this aim is being achieved for services that are within their control
- taking account of whole life costs and not just the initial price when assessing value for money, wherever practical
- eliminating use and availability of single-use plastics, using eco-labels and specifying recycled products (etc.) where practicable

The Supplier hereby acknowledges the obligations upon the Authority in relation to environmental and social impact and the Supplier's own role in supporting the Authority with delivering on such objectives and aligning the Supplier's own approach to the approach of the Authority as set out in this Schedule, including in regards to the provision of the Services.

4. CLIMATE CHANGE AND ENERGY

Energy: to improve energy efficiency and reduce overall energy consumption without loss of productivity or comfort.

Climate Change: to reduce the overall emission of carbon dioxide and other greenhouse gases by reducing energy consumption across the Authority's estate, plant and equipment. And, where feasible, to control other gaseous and non-gaseous pollutants by composting kitchen and garden wastes rather than send to landfill to reduce emissions of methane; only using environmentally preferable substitutes having a low global warming potential; hydro fluorocarbons (HFCs) are to be used only where other safe, technically feasible, cost effective and environmentally acceptable alternatives do not exist and only with the consent of the Home Office; reducing carbon dioxide, carbon monoxide, volatile organic compounds and oxides of nitrogen by cutting vehicle emissions.

Transport: to reduce the overall emission of carbon dioxide, oxides of nitrogen, and other pollutants and minimise the impact of Authority travel on the environment by reducing the level of unnecessary travel carried out by its staff and contractors (e.g. encouraging use of video conferencing, other digital ways of sharing information, smarter working practices as and encouraging those who have to travel to do so in a way that minimises the environmental impact. This includes commuting, business travel, fleet vehicles and delivery/commercial traffic. The Supplier should batch jobs wherever possible in order to eliminate unnecessary journeys.

5. SUSTAINABLE CONSUMPTION AND PRODUCTION

Waste: to implement the waste hierarchy so as to reduce waste sent to landfill sites, by reducing the amount of materials used, and by re-using, recycling or repairing materials and products where possible. To establish schemes in Home Office properties (where feasible) for recycling, as a minimum, dry recyclables. To use refurbished and recycled materials where such alternatives are available and provide value for money.

Water: to increase water efficiency and reduce water consumption.

Wood: to purchase only legal and sustainable produced timber and timber products such as joinery, fittings, furniture and veneers. The UK Government's timber procurement policy requires central government departments, their executive agencies and non-departmental public bodies only to procure timber and wood-derived products from independently verified legal and sustainable sources or from a licensed Forest Law Enforcement Governance and Trade (FLEGT) partner. As an alternative, contracting authorities can demand recycled timber.

This to be achieved through specifying in orders and contracts that suppliers provide evidence that the supplied products comply, not only with the policy requirements for legal, but also the requirements for sustainable timber or FLEGT-licensed. This evidence should cover both the source of the timber (chain of custody) and proof that this source is legally **and** sustainably managed or FLEGT-licensed. Details on this policy are available from <http://www.proforest.net/cpet>

Paper: to reduce the use of paper by maximising the use of alternative technologies; to use double sided printing and photocopying where possible; to purchase and use only recycled paper and to establish schemes in Authority properties (where feasible) for recycling paper. The Home Office and the Supplier are required to support this aim and identify opportunities to reduce paper consumption as far as the operational constraints imposed by the Home Office or the Landlord (as applicable) will allow.

The Authority and the Supplier are encouraged to buy copying paper with 100% recycled content and tissue paper (kitchen and toilet tissue) with 100% recycled content. Paper for printed publications must have at least 75% recycled content and be printed with plant-based inks. Of the non-recycled content any virgin fibre used

must be purchased in accordance with UK timber procurement [policy](#). Only timber and timber products originating either from independently verified legal and sustainable sources or from a licensed FLEGT partner can be purchased

NB The recycled content of copying / printing paper must only count recovered fibres in accordance with the [NAPM](#) definition of genuine recovered fibre.

Ozone-Depleting Substances: the Authority and the Suppliers must ensure that no products are purchased which contain chlorofluorocarbons (CFCs) and - except in special circumstances and only where DVSA has given prior consent - no, hydro chlorofluorocarbons (HCFCs), halons, carbon tetrachloride, 111 trichloroethane or any other ozone-depleting substances, and that all refrigeration and air conditioning equipment is properly maintained, including leakage prevention and recovery of refrigerants. To comply with Sections 33 and 34 of the Environmental Protection Act 1990 by continuing to prevent the venting of ozone-depleting substances from appliances used on departmental premises and ensuring that they are recovered for recycling or destruction using appropriate technology. The Supplier shall support this aim and actively demonstrate how this aim is being achieved for services that are within the control of the contractor.

Asbestos: to continue to manage undamaged materials in situ through regular monitoring for signs of deterioration and sealing, encapsulating and labelling where appropriate. Where it is necessary to remove and dispose of asbestos materials, to do so in accordance with relevant regulations and guidance to minimise the release of fibres and the risk they might pose to the health of workers, staff and visitors. To require, for new applications or where asbestos materials are being replaced, that asbestos free materials be used where these exist and are less hazardous.

Hazardous Substances: to minimise their use wherever this is avoidable and to ensure that they are stored, used and disposed of in accordance with suppliers' instructions.

Batteries: to avoid the use of batteries, especially those with high levels of lead, mercury and cadmium, where there is a better environmental option and where used, to provide recycling facilities.

Solvents and paints: to continue to check the use of products containing potentially harmful solvents in order to identify those which can be eliminated or replaced by low solvent, or solvent- free products such as water-based paints, varnishes and glues.

Biodegradable Substances: to use fully biodegradable substances such as wood, cardboard and vegetable based lubricating oils, where available and when they represent the best environmental option and value for money.

Litter: to keep grounds clear of litter and refuse, taking account of the statutory Code of Practice on litter.

6. **NATURAL RESOURCE PROTECTION AND ENVIRONMENTAL ENHANCEMENT**

Horticulture: to replace the use of all slow renewables such as peat with organic wastes such as coir, manure, leaf mould and bark; and to maintain grounds on the estate by using good husbandry and encouraging native flora and fauna.

Pesticides and Artificial Fertilisers: to minimise the use of pesticides and artificial fertilisers and actively demonstrate how this aim is being achieved for services that are within the control of suppliers.

7. SUSTAINABLE ESTATES STRATEGY

The Authority and the Supplier will apply best practice in the management of its buildings.

The Authority and the Supplier shall use the Building Research Establishment's Environmental Appraisal Method in making assessments of new and refurbished premises to meet the relevant target ratings. The Authority and the Suppliers shall introduce high standards of energy and environmental management within all key buildings.

The Authority and the Supplier shall support the Government-Industry targets to ensure that at least 70% of construction waste is subject to material recovery by 2020.

The Authority and the Supplier shall procure buildings in the top quartile of energy performance. The top quartile of energy performance for office buildings has been determined as an Energy Performance Certificate rating of 64 or less.

The Authority and the Supplier shall raise the rating of Display Energy Certificates (DEC). DECs were introduced in 2008 and are required in all public sector buildings/offices larger than 250m², frequently visited by the public. DECs rate the operational energy efficiency and performance of a building with a rating from A to G - much like domestic appliances. The Operational Rating received is relative to the average energy performance for a category of building of the same type, which is set at 100. DECs must be prominently displayed where all public visitors will be able to see them. The qualified engineer issuing the certificate will also have provided a report, which will have provided the department with suggestions for improving energy efficiency.

8. STAFF AWARENESS

The Authority and the Supplier will promote staff awareness of sustainable development and environmental issues by educating, training and motivating their staff to work in an environmentally responsible manner and to play a full part in developing new ideas and initiatives and keeping their staff informed about environmental policies and practices.

ANNEX A

DVSA Sustainable Development Strategy

Foreword

In a world where time horizons are becoming shorter and shorter, the role of sustainable development is critical in ensuring we deliver for future generations as well as for those of the present. Balancing the present with the future is the role of every Chief Executive and I am no different – sustainable development matters greatly to me.

While our day job is to help people stay safe on Britain's roads, the impact we have will last for generations to come. Whether it be contributing to the economic and social wellbeing of families and individuals by helping them on a lifetime of safe driving, or by checking vehicles are both safe to drive and do not pollute the air, our work has a lasting impact.

By the very nature of what we do, we contribute to achieving a number of the sustainable development goals set out by the United Nations. For example, by enabling people to drive HGVs and buses they can contribute to economic growth and social mobility. Our work on emissions testing contributes to reducing greenhouse gases and improving the health of urban populations. We support small businesses through our record on prompt payment and we operate efficiently to ensure our services are affordable.

We also look to the future to enable us to adapt to changes and adopt new technology. There are likely to be significant changes in the world we live in even within the timeframe of this strategy. Changing weather patterns, demographic changes, innovation in technology and the use of data, and resource scarcity leading to increased costs, all of which will both challenge us and provide opportunities to adapt what we do.

Our strategy places sustainable development at the very heart of what we do and sets out how, through a combination of nudges, tweaks and changes, we will go about its implementation. Ultimately this strategy is about the people of DVSA and the contribution they make not just to road safety but to the sustainable development of Great Britain. The work colleagues in DVSA do every day has a profound impact not just today but on future generations too.

I am delighted to be presenting our vision of the contribution DVSA can make to sustainable development and we will report on the progress we have made in our Annual Review.

What Sustainable Development means for DVSA

Sustainability means different things to different people and organisations. In a global context, it is framed by international initiatives like the Sustainable Development Goals and governmental sustainability frameworks. This strategy is our interpretation of these broader frameworks, which articulates sustainable development in a way that is personal to DVSA.

Transport has an impact on the environment and on people, and as an organisation fundamental to the UK transport sector, we have an opportunity and an obligation to minimise the negative and maximise the positive impacts of our activities. We want to be a sustainable and responsible business which, for us, means positively contributing to UK sustainable development whilst continually evolving and improving to ensure the organisation is relevant now and in the future, for our employees, stakeholders and customers.

Our vision

In developing this strategy we have asked ourselves: What contribution could DVSA make towards sustainable development, and how could global and national trends influence DVSA? This has enabled us to identify five key priorities:

Sustainable Road Use

We know that road use is changing, and we are quickly moving to a more automated and digitalised way of travelling. We want to be at the forefront of this transition, and be proactive in updating our vehicle and driving testing and enforcement practices

Sustainable Communities

We want to positively contribute to people's lives in the areas that we work in by supporting businesses, providing training, employment and career opportunities, and being actively involved in community improvement schemes

Sustainable Service Delivery

We want to invest in and support our people and maintain a diverse, skilled and flexible workforce. This will enable us to embrace changing populations, demographics and technology to keep our services relevant, and become financially self-sufficient

Sustainable Partners and Suppliers

We want to integrate sustainability into our procurement decisions and work with our partners and suppliers to enable them to contribute to sustainable development

Sustainable Assets and Estates

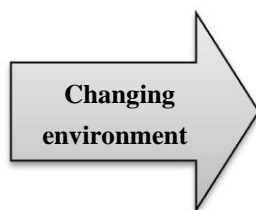
We want to play our part in tackling global challenges of a changing climate and depleting natural resources by becoming more efficient within our assets and estates

1. *Why we're doing it*

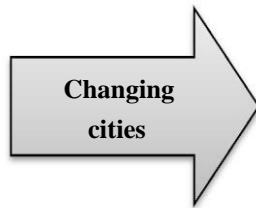
We have developed our Sustainable Development Strategy to help us deliver our vision - to help you stay safe on Britain's roads in the most sustainable way possible.

What we're *not* trying to achieve from this strategy is to create an 'add on' or a box to tick. We want this strategy to be an integral part of the way we do business, and to use our sustainability vision to enable us to make better business decisions. Crucially, we want to use it to make our business more effective and efficient, to help us continue to achieve our business outcomes long into the future.

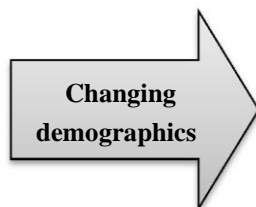
The strategy will help us to play our role in delivering against a number of national and international targets and ambitions, but we want our strategy to do more than this. Our strategy is our response to the most important challenges that we are facing as a country and a planet and our approach in developing the strategy has been shaped by the global trends that are having, or could have, a significant impact on our business model:



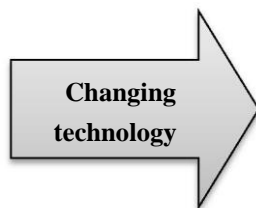
Our climate is changing more quickly than has ever been recorded before. This, along with pressure on natural resources and unsustainable disposal of waste, has led to a vulnerable and changeable environment. As an organisation that emits 3,980 tonnes of CO₂ equivalent per year from our own road travel, and conducts over 1.8 million driving tests every year to enable more people to drive on the roads, we have a responsibility to do our bit to help the UK achieve its target of an 80% reduction in greenhouse gas emissions by 2050.



Cities are rapidly expanding, leading to worsening air pollution. Approximately 40,000 early deaths a year in the UK are caused by poor urban air quality. We need to respond to these pressures by not only adapting our business model to external changes like pedestrianised cities, but also by offering new services to reduce vehicle emissions. We've already successfully piloted projects delivering emissions testing and enforcing clean air zones, which have discovered emissions cheat devices in 6% of the vehicles tested.



The UK's population is steadily ageing and the age distribution of people is changing. This, along with a more diverse and multicultural population, brings different expectations and ways of living, travelling, working and communicating, and affects the demand on our services. We need to make sure that the way we deliver our service reflects this to remain relevant and convenient for our customers and our staff.



The development of new and more advanced technology, from the rise in artificial intelligence, to new transport infrastructure, is changing the way that we live our lives, whether we're at home, travelling or at work. This provides opportunities and challenges specific to our business and industry. For example, we carry out 134,000 vehicle enforcement checks every year – a service which will need to adapt to changing vehicle technology and growing stores of vehicle data.

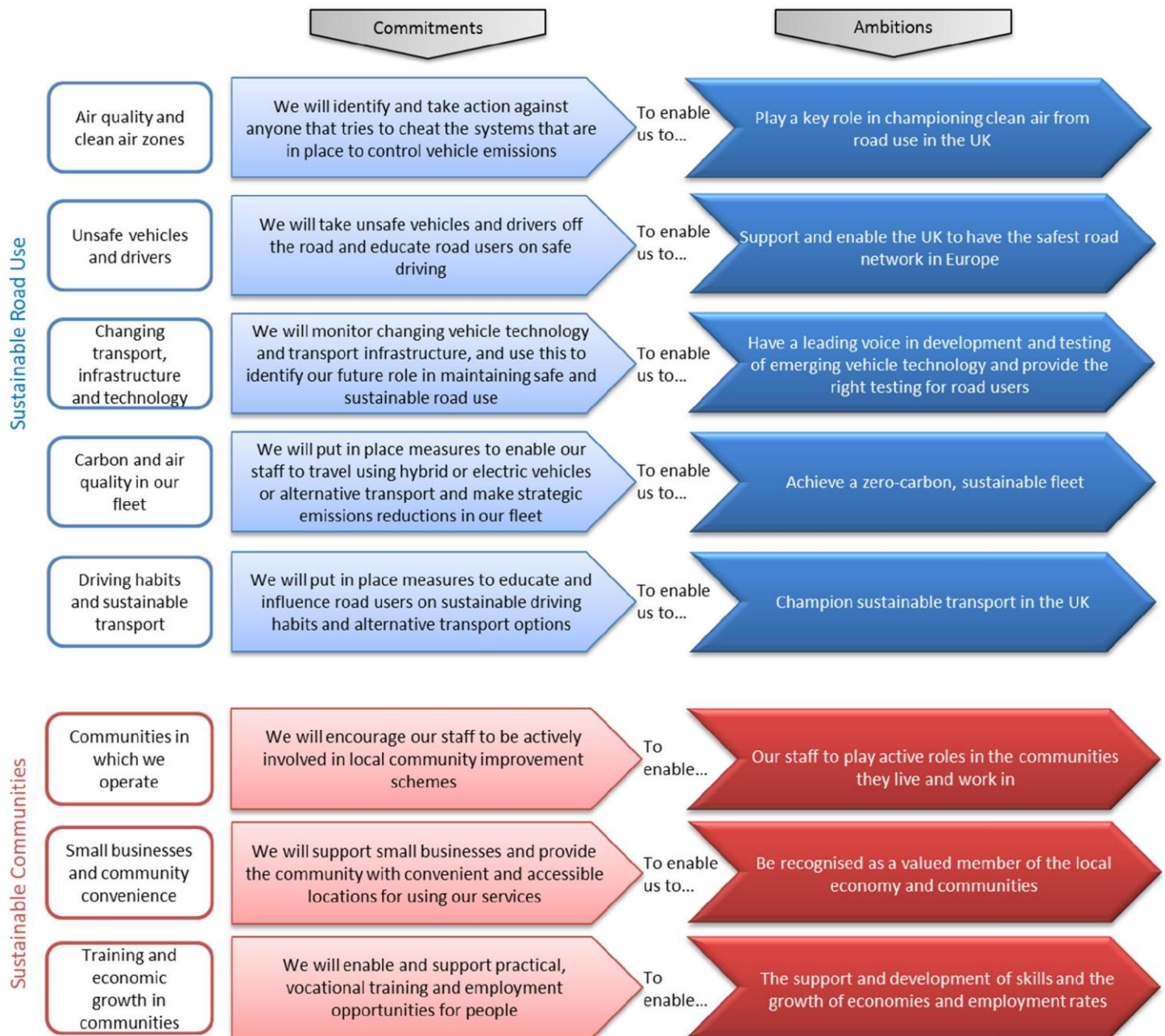
What we're already doing

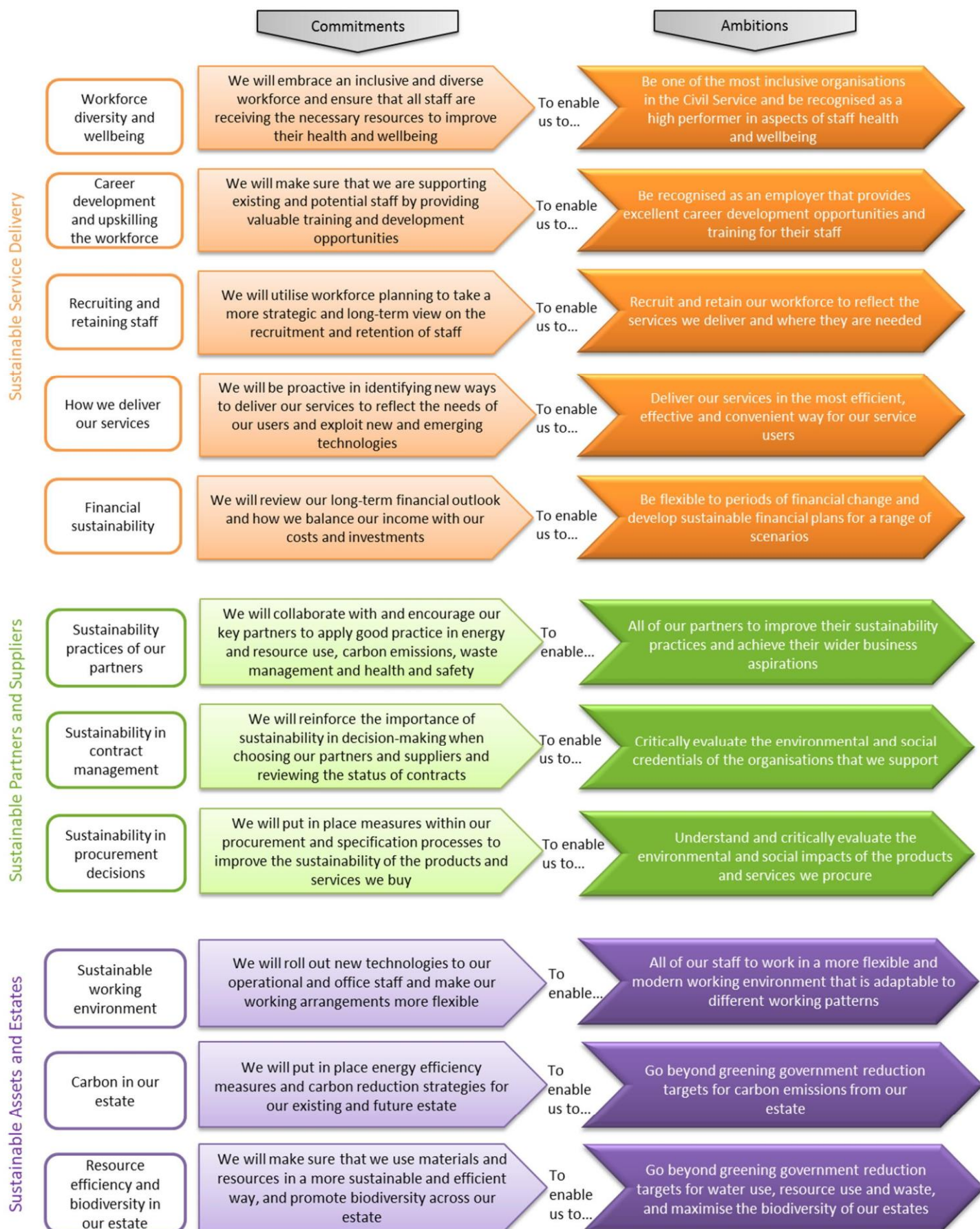
Delivering on sustainable development isn't new for us, and we have a strong foundation on which to build. As an Executive Agency of DfT, we have been working towards a range of central government and DfT sustainability targets. For example, the Greening Government Commitments for estates, which require government organisations to target a 32% reduction in greenhouse gas emissions by 2020, and the Government Buying Standards that require government organisations to procure zero emissions vehicles. But, as a road safety organisation, we recognise that we have an opportunity and an obligation to go over and above such requirements to be a responsible organisation and employer, and to contribute to sustainable development in the UK. We are proud of our contribution so far. Some examples of what we're already doing, and what this could look like in the future, are as follows:

Priority	What we're doing already	What we could do in the future
Sustainable Road Use	<ul style="list-style-type: none"> We deliver over 1.8 million practical driving tests and 2 million theory tests every year to keep people safe on the roads There are 153,000 MOT tests every day across the UK – all of which test vehicles for exhaust emissions and particulates, keeping our vehicles safe to drive and improving air quality 3.4 million people access our MOT reminder service every year, helping to make it easy and convenient for people to keep on top of their vehicle's safety We carry out over 800,000 lorry, bus and coach tests annually to keep the vehicles on the road safe to drive 	<ul style="list-style-type: none"> Adapt the driving test to take into account developments in electric and driverless vehicles All of our fleet vehicles could be electric Our enforcement services could be more targeted and technology-focused, for example through number plate recognition
Sustainable Communities	<ul style="list-style-type: none"> All of our permanent staff can use 3 days every year to volunteer, helping to make a real difference in the communities we live and work in MOT histories of vehicles are queried approximately 3.4 million times every month by motorists and those in the motor trade, helping keep our services convenient 	<ul style="list-style-type: none"> Develop joint ventures with local authorities and community organisations, for example multi-functional spaces that benefit different groups in the community Actively support a local community scheme in every location we work in, with all staff spending at least one day per year volunteering Focus service delivery on where it is most needed to boost local economies
Sustainable Service Delivery	<ul style="list-style-type: none"> We have issued 1,930 free flu jabs to our staff since autumn 2016 and we make sure our staff have access to Mental Health First Aiders and our Employee Assistance Programme to improve their wellbeing Respect in the Workplace and Unconscious Bias training has been rolled out across the organisation We have reduced waiting time for Large Goods Vehicles (LGVs) driving tests from 6 weeks to 1.5 weeks, supporting individuals to reach their career goals more quickly, and positively impacting on the UK economy 	<ul style="list-style-type: none"> Have a selection of online training modules that make it easy for staff to take part in training and development courses throughout the year Develop a new theory test that is delivered online to keep up with changing technology and user expectations
Sustainable Partners and Suppliers	<ul style="list-style-type: none"> We enable 23,000 small vehicle testing garages to operate as MOT providers and making sure strict standards are followed. This not only supports small businesses and their employees but also contributes to employment and the UK economy 	<ul style="list-style-type: none"> Understand the sustainability implications of buying decisions, for instance selecting equipment and tools based on their efficiency and lifetime, or leasing items rather than buying them to be more resource efficient Have easy-to-use systems on our Intranet to enable staff to select the tools and clothing they need from a broad selection of products that meet our sustainability criteria
Sustainable Assets and Estates	<ul style="list-style-type: none"> We have already reduced our waste sent to landfill by 20% since 2009/10 as of Q3 2017/18 We have already reduced our carbon emissions by 47% since 2009/10 as of Q3 2017/18 	<ul style="list-style-type: none"> Adapt our estate to our diverse needs, for example create more flexible office spaces with a wider range of different workspaces and informal break-out areas Co-locate our estates where we already have more than one presence in an area to do more with the same resources, for example to improve biodiversity and recycling

Commitments and Ambitions

For each of our five priorities we have set out our *commitments up to 2022* and our *ambitions*. These commitments and ambitions are inherently interlinked, and are not completely independent of each other, and therefore our approach to achieving progress in each priority will be holistic to reflect this.





How DVSA will measure the success of the strategy

We recognise that developing a strategy is only the first step. To ensure success we will create a framework to monitor implementation that includes overarching governance, actions for each of the five priorities and how we will track and measure success. We will provide updates on our progress against the strategy and this action plan.

ANNEX B

Supporting the Sustainable Development strategy, DVSA will:

- Implement the department's plan to fulfil its [Greening Government Commitments](#) (GGC), supplying quarterly information and contributing to an annual report on progress, and particularly to reduce our carbon dioxide emissions. Current GGCs run until March 2020, though it is anticipated that a revised set of commitments, with similar reduction goals, will be issued in Autumn 2019.
- Procure from small businesses in order to support the aspiration to award 33% of spend to SMEs.
- Assess and manage environmental, social and economic impacts and opportunities in its policy development and decision making.
- Comply with all applicable legislation, regulations and other government requirements.

As an organisation we are committed to:

- Reducing and measuring wasted energy and water through improved building and facilities management, and smarter information technology.
- Reducing and measuring the volume of waste generated; and reusing and recycling as much material as possible (including refurbishment and construction projects).
- Reducing and measuring carbon dioxide emissions from all forms of business-related travel, for example by promoting the use of video and phone conferencing or (where travel is essential) encouraging the use of public transport or providing a fuel-efficient fleet.
- Working collaboratively with our suppliers, staff and stakeholders to ensure that we are all aware of our commitments and are proactive in helping the DVSA meet its targets.
- Reducing domestic flights.

Greening Government Commitments 2016 – 2020

We will continue to reduce the government's environmental impact, building on the progress we have made since 2010. By 2020 ¹ , the government will:	
Reduce our emissions:	<p>1. Reduce greenhouse gas emissions by at least 42% from a 2009/10 baseline (in line with individual departmental targets).</p> <p>1a. Reduce the number of domestic business flights by at least 30% from the 2009-10 baseline².</p>
Improve our waste management:	<p>2. Reduce the amount of waste going to landfill to less than 10%; Also to continue to improve our waste management by reducing the overall amount of waste generated and increasing the proportion which is recycled.</p> <p>2a Reduce government's paper use by at least 50% from a 2009/10 baseline</p>

¹ i.e. by the end of financial year 2019/20.

Reduce our water use:	<p>3. Continue to further reduce water consumption. Each department will continue to improve on the reductions they had made by 2014/15.</p> <p>Departments will set internal targets and continue to report on office water use (m³ per FTE).</p>
In addition to the above targets, the Government commits to:	
Buying “greener” products and services	<p>4. Continue to buy more sustainable and efficient products and services with the aim of achieving the best long-term, overall value for money for society.</p> <p>Departments will report on the systems they have in place and the action taken to buy sustainably, including:</p> <ul style="list-style-type: none"> • to embed compliance with the Government Buying Standards in departmental and centralised procurement contracts, within the context of government’s overarching priorities of value for money and streamlining procurement processes and; • to understand and reduce supply chain impacts and risks <p>This reporting should set out achievements and cover departments’ use of the Prioritisation Tool to help them identify and address their most important areas and the Flexible Framework tool which enables them to measure and monitor their progress on sustainable procurement over time (or other equivalent tools).</p>
Being open and transparent	<p>5. Departments will be open and transparent by reporting publicly on the steps they are taking to address the following areas:</p> <ul style="list-style-type: none"> • Climate change adaptation; • Biodiversity and the natural environment; • Procurement of food and catering services; • Sustainable construction, and; • on any other issues that departments consider to be most significant to reducing the environmental impact of their activities.

Annex C

The Environmental Standards for Goods And Services

Government Buying Standards

The Government Buying Standards (GBS) are a set of product specifications for public procurers. They have 2 levels:

- mandatory
- best practice

All central government departments and their related organisations must ensure that they meet the GBS when buying goods and services for those product groups covered. It follows that suppliers to these Departments are also mandated.

The standards are owned by Defra, who consider the following aspects when setting them:

- energy in use
- water in use
- end of life costs:
- reparability
- upgradeability
- recyclability
- hazardousness of materials used
- resource efficiency - quantities of scarce materials used and recycled content

They currently cover:

- Cleaning products and services
- Construction projects and buildings
- Electrical goods
- Food and catering
- Furniture
- Horticulture and park services
- Office ICT equipment
- Paper and paper products
- Textiles
- Transport (vehicles)
- Water using products

<https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs>

Annex D

The Government's Wider Sustainability Policy Aims that must be complied with:

Suppliers are encouraged to comply with these wider sustainability aims:

- **Equality & Diversity** - incorporate equality into core objectives, making every effort to eliminate discrimination, create equal opportunities and develop good working relationships between different people.
- **Workforce skills – Apprenticeship Places:** Creating apprenticeships or skills development programmes to support the government target to create 3 million apprenticeships by 2020. Further guidance is available at: <https://www.gov.uk/take-on-an-apprentice>
- **Modern Slavery** – complying with the Modern Slavery Act 2015.
- **Workforce skills – Local Employment Partnerships** with Jobcentre Plus.
- **SMEs** – working with any SMEs in your supply chain, to support the Government target to spend at least 33% with SMEs by the end of financial year 2021/2.
- **Prompt payment** – Looking to pay your supply chain in line with the Prompt Payment Code (i.e. pay suppliers within a maximum of 60 days - in line with late payment legislation requirements and work towards adopting 30 days as the norm and to avoid any practices that adversely affect the supply chain).
- **Innovation** - To consider innovative solutions which could lead to sustainability efficiencies, driving better value.
- **Social Value** - In line with the Social Value Act 2012, consider any further social, environmental or economic benefits which can be delivered through the life of this contract.