



*Welcome to the CPET Timber and Woodfuel Newsletter*

*July 2014*

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***CPET has a new website***

Check out our new home page on [www.gov.uk/government/groups/central-point-of-expertise-on-timber](http://www.gov.uk/government/groups/central-point-of-expertise-on-timber), and find links to our pages on timber and woodfuel from there.

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***Furniture Government Buying Standards – what are they?***

Government Buying Standards (GBS), developed by Defra, set sustainability standards for public procurement of goods and services, in conjunction with other government departments. Their aim is to deliver value for money by taking into account whole life costs, including energy use, efficient use of resources and waste disposal costs. Under the Greening Government Commitments, government departments are required to use the GBS, and the wider public sector is encouraged to do the same.

Key to the [office furniture GBS](#), developed after consultation by Defra with UK stakeholders, is that reuse and refurbishment of existing office furniture should be deployed before any new furniture purchases. All new purchases of standard furniture should be refurbished furniture, if available, or if not, from a GBS core list of standard items<sup>1</sup> designed to facilitate reuse and refurbishment, and requiring design to enable easy repair and to ensure that components will be available for a time period of five years. Lastly, where

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<sup>1</sup> Appendix B of Annex A shows core items list of GBS furniture (which is different to what is referred to by Crown Commercial Service as core products).

none of the above can be realised, non-standard furniture can be procured using mandatory criteria in Appendix A of the GBS for furniture.

All purchases of new wooden furniture must be purchased in accordance with the UK government's Timber Procurement Policy. Only timber and timber products originating either from independently verified legal and sustainable sources (including from a licensed Forest Law Enforcement Governance and Trade (FLEGT) partner) can be purchased. As an alternative, contracting authorities can demand recycled timber. Suppliers are required to provide evidence that their timber and wood-derived products comply with the TPP requirements. For more information, please email us on [cpet@efeca.com](mailto:cpet@efeca.com) or see [our new website](#).

A new [Facilities Management Contracting Model](#) (FMCM) framework from Crown Commercial Service (CCS) is under development, giving customers access to a range of specific services including total facilities management. This new approach is a key element of the commercial reform programme and will be the primary route for suppliers to provide Facilities Management (FM) services to government and wider public sector. Two separate procurement vehicles - a Facilities Management framework, intended for large scale, nationwide requirements, and a Marketplace designed to address specialist FM needs delivered on a more regional/local basis - are being developed. There is also an existing furniture framework contract. Both frameworks make reference to the [Timber Procurement Policy](#) but procurers using the frameworks still need to follow CPET's guidance when they put in place their own contracts.

### **Who is it for?**

The GBS for office furniture applies to all organisations covered by the Greening Government Commitments. Since 2011 the scope of Greening Government Commitments includes all Central Government Departments, their Executive Agencies and Executive Non Departmental Public Bodies (NDPBs), and non-Ministerial Departments in England. They do not apply to the estates and operations of the Devolved Administrations, their Executive Agencies and related bodies.

### **What is included / excluded?**

The GBS for office furniture includes items such as chairs, desks, tables, desk screens, shelves, filing cabinets, cupboards, reception and lounge furniture etc. It does not include other related items such as wall and floor coverings (e.g. curtains and carpets), furniture procured for outdoor use or domestic furniture.

### **How to reuse office furniture**

As it is a mandatory part of the furniture Government Buying Standards that departments must always seek to reuse surplus furniture before buying new,

the noticeboard on the [Crown Commercial Service's website](#) provides a reuse service, allowing public sector organisations to advertise items to others who can make use of them.

The Government Property Unit's Furniture Clearing House is also widely used by departments disposing of items no longer needed, and by those re-locating to new or refurbished offices to source items required. Many have made use of this facility including DECC, DCLG, DfE, HMT, LOD, the Home Office, UK Export Finance and the ONS have stated that existing or reconditioned furniture is always used wherever practical. The Green Investment Bank (sponsored by BIS), used surplus furniture as part of its office fit-out, helping the refurbishment achieve an [SKA Gold Rating](#) from the Royal Institute of Chartered Surveyors (RICS).

### **Any further information?**

For more information on the second annual report on the UK Government's progress against the Greening Government Commitments, click [here](#).

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### ***Case Study - Department for Education Property Asset Management Unit (PAMU)***

Following the property strand of the DfE review, the Department for Education Property Asset Management Unit (PAMU) committed to sustainably dispose of its growing surplus of asset items. These surplus assets included; workstations, soft furniture and white goods including TVs and audio equipment.

PAMU now offer the Department's surplus assets to schemes run by the Cabinet Office Government Property Unit and the Disposal Services Authority. To date PAMU has arranged for over 12 tonnes of furniture to be re-used by Other Government Departments (OGDs), including Ministry of Justice, Home Office and Department for Work and Pensions, saving upwards of £50K by not purchasing new furniture.

PAMU has also recently facilitated a commitment and initial agreement with a local Academy School to take most of what is left at a recently closed Civil Service site in the North West.

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### ***Case Study – FISP helps government suppliers reduce waste***

FISP, the Furniture Industry's Sustainability Programme, supported Senator, an office furniture manufacturer, in its drive to reduce the amount of waste sent to landfill through a variety of projects. Changing from endless varieties of cardboard boxes to recyclable 'product specific packaging' saved thousands of pounds and provided better protection. Senator also started to offer an 'end-of-life' service by bringing back redundant furniture from customers, and either re-using it or disassembling and recycling it. In 2012, Senator recycled 54,000 items of furniture. For more information, email [info@fira.co.uk](mailto:info@fira.co.uk).

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## **TPP training workshops – new dates**

Do you know how to comply with the UK Government's Timber Procurement Policy (TPP)? Do you know how to check evidence of compliance? What are the 6 steps you must follow in order to be TPP-compliant? When can you ask for evidence during the tender process?

Under the timber procurement policy, all central Government departments, their Executive Agencies and Non-Departmental Public Bodies are mandated to procure timber and wood-derived products that are legal and sustainable, and local authorities, other public bodies and the private sector are strongly encouraged to do so as well.

So, if you would like to know more, come to one of our free CPET training workshops, held throughout the country.

**London – September 17<sup>th</sup>**

**Nottingham – October 8<sup>th</sup>**

They are FREE to members of government departments, publically funded bodies and their suppliers and contractors. To register, email [cpet@efeca.com](mailto:cpet@efeca.com).

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## **Comments welcome**

CPET would welcome comments from stakeholders on what you would like to hear more about on the **implementation of the Timber Procurement Policy**, sustainable forest management requirements for virgin **woodfuel** used for **renewable energy generation**, along with continued support for **sustainable palm oil**.

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## **Contact us**

*CPET provides information and advice on UK Timber Procurement Policy (TPP), woodfuel and palm oil via email and by phone.*

*Helpline tel: +44 (0) 1305 236 100      Email: [cpet@efeca.com](mailto:cpet@efeca.com)*

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