

Mapeley Estates

Background

Mapeley Estates Ltd acquire, own and manage a diverse portfolio of commercial properties. This currently stands at a value of £2.4 billion and comprises 2.4 million square metres. The buildings cover a range that includes offices, warehouses, call centres, heritage sites, and carparks. Mapeley currently employ 143 staff to manage the portfolio and are based on two sites located in Milton Keynes and London.

Sustainable purchasing

Mapeley have been very effective in their sustainable procurement and in part this is due to the fact that they measure and monitor their performance. This, along with an effective policy, enables them to demonstrate that approximately 70% of their stationary spend is on green lines. This has been achieved by agreeing with the supplier which core items are sustainable goods and ensuring that these are procured. This is an ongoing process and more sustainable goods continue to be added to the list.

Some examples of Mapeley's achievements in sustainable procurement are:

- All paper is 100% recycled
- All paper waste is recycled
- Scanning facilities introduced on photocopiers to reduce paper use
- Catering contract has specified fair-trade, organic and local suppliers where possible. Specification also requires sustainable packaging.

Implementation

Complex procurement initiatives start from the procurement strategy, which sets out:

- Overall objectives
- Implementation plan
- Benefits
- Risks
- Sustainable requirements
- Research
- Evaluation criteria

Senior management sign off the strategies, while other initiatives are signed off by the Head of Procurement.

Initiatives are then implemented to the strategy. Smaller "quick wins" are typically introduced within a few weeks, whereas larger, more complex projects may take many months, such as the Mains Fed Water Cooler

contract, which took about 18 months.

Having a disciplined approach to sustainable procurement allows Mapeley to successfully implement their procurement strategies.

Policy

Mapeley have formalised their procurement approach in the following documents:

- Environmental Policy
- Green Procurement Policy
- Tender Requirements
- Best Practice Guidelines.

These will be approved and certified by the Chartered Institute of Purchasing and Supply.

Communicating with stakeholders

Mapeley ensure that their green purchasing initiatives are well communicated and understood. Regular presentations are held across the business to ensure that all staff are aware and able to provide their support. Staff's personal objectives are aligned to ensure that sustainability remains high on the agenda. Mapeley also work with clients' employees to involve them in the process. All new staff

receive a one and a half day induction on Mapeley's green purchasing and corporate responsibility.

There is a regular feature in the in-house magazine that communicates the work of the CR Committee and the champions. Mapeley also hold quarterly environment awareness briefings for staff.

Suppliers are invited to workshops to share information and ideas on sustainable procurement and Key Performance Indicators (KPIs), in order to secure their support in continual improvement.

Mapeley publish their Annual Report on the company website, which includes their achievements and aims in sustainable procurement.

Business benefits

An increased number of green lines have been requested for stationery purchases as a result of environmental workshops for staff.

FSC timber usage is measured and Mapeley are able to provide accurate statistics to its clients and external bodies.

Staff morale has improved through greater awareness and by Mapeley's membership of Business in the Community.

Results

Mapeley have been recognised for their achievements in the field of Sustainable Procurement. They have been shortlisted in each of the last three years at the Chartered Institute of Purchasing and Supply Awards, for projects such as the Mains Fed Water Coolers. They have also won the National Outsourcing Association's award two years running.

Mapeley developed and delivered a sustainable benchmarking tool which has been trialled at four sites. As a result, one of the sites was awarded a Bronze Envibe Award by Croydon Council.

Looking to the future

CIPS accreditation will ensure external auditing of Mapeley's procurement processes.

Workshops with new construction framework suppliers are planned for early 2009 to establish KPIs, which will include sustainability.

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