



Responsible procurement strategy

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2 Introduction

2.1 Introduction to responsible procurement

Teignbridge District Council has a diverse mix of coast, countryside, seaside resorts, market towns, villages and moorland and is a great place to live, work and visit and there are many needs created by the circumstances in which people in our district find themselves. We are responsible for making sure that these needs are met by the many services that we offer through our contracts with suppliers and partners.

In 2015/16 we spent approximately £8 million on goods, works and services and we recognise the impact that our contracts may have on our local economy, our local suppliers, our service users and the environment. This strategy explains how we will make sure that we spend our money responsibly, taking each of these factors and the relevant legislation in to account.

Further information on each of the areas that this strategy focuses on is given below.

2.2 Social value

The Public Services (Social Value) Act 2012 places a duty on us to consider how the services that we commission might improve the economic, social and environmental wellbeing of our area. Before commissioning services we must consider the ways that our contracts can be of the most benefit to wider society. This includes thinking more broadly, over longer periods of time and about how we might be able to lower the demands on other services. This might also include working better and with more partners, such as police and health services.

Social value is about making the best use of the money that we have to get the best possible outcomes including improving the economic, social and environmental wellbeing of the area. We are committed to looking for ways to do this through our tendering processes for our residents, businesses and visitors.

The Social Value Act applies to contracts for services, or a combination of goods and services. However, we will apply the social value principles, and indeed all of the principles under each of the key themes in this strategy, to purchases of goods, services and works in a way that is relevant and appropriate to each contract that we award.

2.3 Ethical sourcing

We wish to make sure that the suppliers that we work with have responsible labour, health and safety, environmental and ethical working practices, particularly in relation to modern slavery, the treatment of and discrimination against employees, child labour, working conditions, the living wage, working hours and fair trade.

2.4 Health and safety

We have a responsibility to protect the health, safety and welfare of our staff, contractors, residents and visitors. Our general obligations are set out in the:

- Health and Safety and Work Act 1974
- Management of Health and Safety at Work Regulations 1999
- Construction (Design and Management) Regulations 2015.

2.5 Equality and diversity

The Equality Act 2010 is anti-discrimination legislation that places a duty on us to make sure that the contracts that we award to suppliers meet the needs of service users and it can be used to consider ways that we might improve our local economy, get better value for money and deliver better services.

2.6 Safeguarding

Safeguarding is about protecting children, young people and vulnerable adults from harm. It is everyone's responsibility to keep children, young people and vulnerable adults safe and we expect our suppliers to help us achieve this common aim.

2.7 Sustainability

We are committed to protecting and enhancing our environment, promoting sustainable transport and development and minimising our carbon footprint and we would like our suppliers to lead the way on this, delivering sustainable outcomes through our contracts.

2.8 Summary

This strategy explains our approach to social value, ethical sourcing, health and safety, equality and diversity, safeguarding and sustainability and examines these issues in three overarching themes: economic, social and sustainability.

3 Aims and objectives of the strategy

3.1 Aims

Our overall aims are:

Economic

to award our contracts to a diverse mix of suppliers

to support our local suppliers

to minimise the health and safety risks linked with work carried out by our contractors

to make sure that we and our contractors comply with the relevant legislation

Social

to design services that best meet the needs of service users

to tackle inequality of access to opportunities or services across the district

to pass equality obligations down the supply chain

to protect the health, safety and welfare and improve the wellbeing of our service users, council officers, contractors, temporary workers, consultants, residents and visitors

Sustainability

to protect and enhance the environment

to promote sustainable transport and development

to take account of climate change and minimise our carbon footprint

to advocate responsible purchasing

3.2 Objectives

To achieve our aims we will:

Economic	<ul style="list-style-type: none">• agree outcomes that benefit our local economy that are linked with our ten year strategy• spend at least 30% of our total procurement budget with micro, small and medium size businesses, social enterprises and voluntary / community organisations• include health and safety considerations within our tender documentation• issue tenderers and/or contractors with pre-construction health and safety information as part of construction contracts• include health and safety requirements in our contracts with suppliers where appropriate• ensure that suppliers and contractors' compliance to their health and safety obligations are being monitored and managed after the award of a contract• eliminate poor working conditions from our supply chains• look for ways to continuously improve our performance on delivering outcomes that benefit our local economy
Social	<ul style="list-style-type: none">• agree social value and equality outcomes that are linked with our ten year strategy• involve local partner organisations, service users and suppliers in the design of services which include social value and equality outcomes that benefit society• work with suppliers to improve their access to our contract opportunities• include social value and equality criteria in our tender evaluation methodologies where appropriate• include equality requirements in our contracts with suppliers where appropriate• pass our equality obligations down through our supply chains

- monitor our suppliers' ongoing compliance to our equality and diversity objectives
- look for ways to continuously improve our performance on delivering social value outcomes

Sustainability

- agree sustainability outcomes that are linked with our ten year strategy
- involve local partner organisations, service users and suppliers in the design of services which include sustainability outcomes
- find ways of reducing the need to buy and the quantities in our contracts
- include sustainability criteria in our tender evaluation methodologies, where appropriate
- include sustainability requirements in our contracts with suppliers where appropriate
- monitor our suppliers' ongoing compliance to our sustainability objectives
- pass our sustainability obligations down through our supply chains save energy and water and reduce our carbon emissions
- consider climate change in the provision of goods and services
- promote re-use and recycling and minimise packaging
- look for ways to continuously improve our performance on delivering sustainability outcomes

4 Outcomes and implementation

4.1 Outcomes

We have developed a number of outcomes that will help us to consider the economic, social and environmental aspects of our services. These outcomes are based on some of the key themes in our ten year strategy.

Economic

- more and better quality jobs
- people paid the Living Wage
- more young people in apprenticeships
- employment opportunities for local people through our contracts
- more contracts placed with micro, small and medium enterprises, social enterprises and the voluntary and community sectors
- no barriers of access to our contract opportunities for suppliers
- improved awareness of available contract opportunities
- greater use of electronic tendering to broaden the reach of our tender processes
- fewer service users, council officers, contractors, temporary workers or consultants with long-term absence as a result of poor health and safety in our contracts
- more contracts placed with suppliers with fewer prior health and safety prosecutions
- improvement of suppliers, contractors and sub-contractors health and safety performance

Social

- equality and diversity in services
- services that meet service users' health needs, needs in relation to disability and greater support for other vulnerable groups in society
- less inequality between communities
- greater support through our contracts for people with protected characteristics
- support for people with disabilities in to work through contracts with sheltered workshops
- increase in partnering between the business, voluntary and community sectors
- no barriers of access to our contract opportunities for service users
- increased health and wellbeing of residents and visitors
- ethical sourcing

Sustainability

- sustainable services
- greater environmental protection
- less waste
- reduction in our carbon emissions
- reduction in our impact on climate change
- greater community involvement in designing sustainable services
- supply chain partners meeting their sustainability requirements
- leading the way on sustainability in our area

4.2 Implementation

To deliver this strategy we will:

- develop policy and guidance for commissioners and suppliers on our economic impact, social value, sustainability, equality and diversity and health and safety
- work together with partner organisations to support suppliers
- train and develop our officers
- communicate our intentions on delivering economic outcomes, social value, sustainability, equality and diversity and health and safety outcomes
- consider our economic impact, social value, sustainability, equality and diversity and health and safety at all stages of the commissioning cycle.

4.3 Continuous review

This strategy will be reviewed on an annual basis and updated as required.

5 Monitoring

5.1 Measures

We have developed some measures that we can use to understand our progress in delivering this strategy. These measures will be applied to the contracts that we award where it is relevant and appropriate to do so. These measures can be adapted to suit the needs of particular contracts or service users.

Outcomes	Measures
Economic	
More and better quality jobs	Number of people employed delivering contracts
People paid the Living Wage	Number of suppliers paying the Living Wage
More young people in apprenticeships	Number of young people accessing apprenticeships
Employment opportunities for local people through our contracts	Number of local people employed on our contracts
More contracts placed with micro, small and medium enterprises, social enterprises and the voluntary and community sectors	Number of contracts placed with micro, small and medium enterprises, social enterprises and the voluntary and community sectors
	Greater use of small lots in contracts to encourage participation from smaller suppliers
	Number of contracts awarded to contractors using sub-contractors
No barriers of access to our contract opportunities for suppliers	Increase of expressions of interest from all sectors
	Analysis of supplier feedback sought during the tender process
	Attendance at 'Meet the Buyer' events
Improved awareness of available contract opportunities	Increase of expressions of interest
	Greater advertising of contract opportunities
	Reduction in speculative enquiries
Greater use of electronic tendering to	Number of tenders run using or electronic

broaden the reach of our tender processes	tendering system
Fewer service users, council officers, contractors, temporary workers or consultants with long-term absence as a result of poor health and safety in our contracts	Number of people with reportable illnesses and long-term absences employed on our contracts or affected by them
More contracts placed with suppliers with fewer prior health and safety prosecutions	Number of companies employed to deliver contracts with health and safety prosecutions
Improvement of suppliers, contractors and sub-contractors health and safety performance	Key performance indicators
Outcomes	Measures
Social	
Equality and diversity in service provision	Range of suppliers providing services
	Equality and diversity profile of service users
Services that meet service users' health needs, needs in relation to disability and greater support for other vulnerable groups in society	Greater engagement with service users
	Analysis of service user feedback
Less inequality between communities	Equality and diversity profile of service users
Greater support through our contracts for people with protected characteristics	Number of service users with protected characteristics
Support for people with disabilities in to work through contracts with sheltered workshops	Number of people with disabilities employed on our contracts
Increase in partnering between the business, voluntary and community sectors	Allowing sufficient time during tender processes for suppliers to form consortia or partnerships
	Providing an indication of intentions early in the commissioning cycle
No barriers of access to our contract opportunities for service users	Analysis of hard-to-reach groups and strategies to deal with this
Increased health and wellbeing of residents	Reduced pressure on services offered by

and visitors	partner agencies
Ethical sourcing	Increase of fair trade (or equivalent) products
Outcomes	Measures
Environmental	
Sustainable services	Improved environmental performance of suppliers
	Greater preference to ethically sourced goods and services
	Sustainability considerations in our specifications
Greater environmental protection	Increased biodiversity
	Green Flag awards for our parks and open spaces
Less waste	More re-use and recycling initiatives
	Reduced packaging
Reduction in our carbon emissions	Reduction in our energy consumption
	Reduction of negative impacts linked with transportation
Reduction in our impact on climate change	Reduction of negative impacts linked with climate change
Greater community involvement in designing sustainable services	More collaboration with partner agencies
Supply chain partners meeting their sustainability requirements	Sustainability terms and conditions in contracts
Leading the way on sustainability in our area	Communication of our sustainability intentions to suppliers and partners