

## **Purpose**

This procurement strategy is designed to align with The Procurement Act 2023, National Procurement Policy Statement (NPPS) and any Procurement Policy Notices (PPN's). It emphasizes increasing engagement with local suppliers and small and medium-sized enterprises (SMEs), recognizing their vital role in driving economic growth, fostering innovation, and supporting community development. This aligns with our Corporate Strategy "[Strategies, policies and performance - The Council Strategy 2025 - 2030 - Teignbridge District Council](#)".

Overall, this strategy will provide an umbrella of governance with assistance from our own Contract Procedure Rules and The Procurement Act 2023

## **Our Vision for Procurement**

The Council's vision for procurement over the term of this strategy is to demonstrate value for money through the effective procurement of goods, services and works on a whole life basis, whilst generating wider benefits for the local community and taking positive steps wherever possible to reduce the impact on the environment

## **Strategic Objectives**

### **Objective 1: Promote Sustainability and Social Value:**

The council is committed to addressing climate change and reducing the environmental impact of its procurement activities. By incorporating social value considerations into procurement decisions, we will benefit the wider community. Focus on reducing environmental impact, including scope 3 emissions reporting and supplier collaboration for sustainability.

### **How will we achieve this?**

We will ensure that social value and/or sustainability questions are included in the quality aspect of the assessment for all procurements above £100k. Procurement will need to build a system of social value measurement to report quantitatively and qualitatively on social value.

### How will we measure this?

Through a social value measurement tool built by procurement.

### **Objective 2: Value for Money**

Value for money in our contracts is important in fulfilling the Council's commitment to residents and delivering public services efficiently. To make the best use of public funds we will need to balance effectiveness, efficiency and economy over the life cycle of a product, service or works to achieve the intended outcomes of the procurement. Value for money does not always mean the lowest cost. There are many aspects to achieving value for money through procurement. Consideration should be given to selecting a procurement model that is proportionate to the value and risk of individual contracts. We will aim to achieve the best value for money through competitive and transparent procurement processes.

### How will we do this?

We will ensure that we use a price/quality analysis for all procurements above £30,000.

We will analyse the total contract award value and compare this to the budgeted amount to see what savings procurement has made.

We will ensure that officers are managing their contracts effectively.

We will aim to work collaboratively with other neighbouring authorities.

### How will we measure this?

*Table 1: Example report to demonstrate savings*

Project 1	Budgeted Value	Contract Award Value	Total Savings
Project 2	Budgeted Value	Contract Award Value	Total Savings
Project 3	Budgeted Value	Contract Award Value	Total Savings
Project 4	Budgeted Value	Contract Award Value	Total Savings
Project 5	Budgeted Value	Contract Award Value	Total Savings

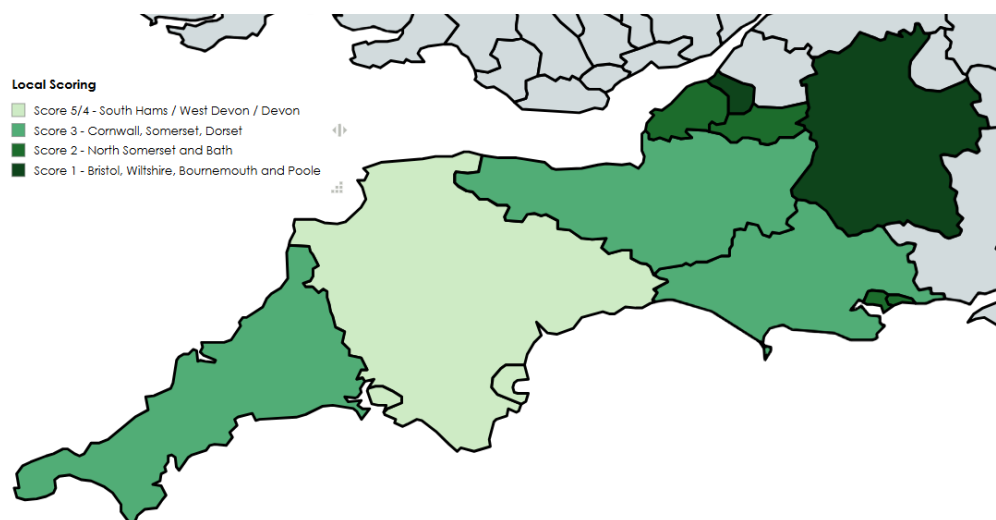
### Objective 3: Boost Local and SME Participation

The council aims to promote local businesses and stimulate the local economy through its procurement activities. To achieve this objective, we will:

1. Ensure all suppliers, especially SMEs, are paid within 30 days to support their cash flow.
2. Increase the proportion of procurement spend directed to local suppliers and SMEs. This can be done primarily through our below threshold procurements as we will have more flexibility to restrict the procurement geographically.
3. Encourage local businesses to register on the council's supplier database and participate in bidding opportunities.
4. We will aim to simplify the procurement process for suppliers and reduce barriers that hinder SME participation in public contracts. This will be done through:
  - a. Running annual "meet the buyer" days
  - b. Ensuring that the procurement process is proportionate to the risk and value of the contract
  - c. Ensuring that there is no unnecessary paperwork that the suppliers need to complete

Fig.1 is an example scoring scale we will use in below threshold procurements.

Fig 1: Local Spend Scoring Example



#### How will we achieve this?

For every below threshold procurement at Teignbridge District Council, we will use this scoring scale as part of the quality assessment.

For anything we don't procure, for example, through 1 quote under £30k, a direct award or an exemption, employees should seek quotes from suppliers within the Teignbridge or Devon area.

If deciding to go through a procurement framework, officers should consider those frameworks that have a designated southwest lot.

Fig 1 shows an example scoring system, but this can be amended, for example, scoring the UK as 1 and districts within Devon receiving a higher score.

For those procurements under £100,000, officers should be encouraged to use the Supply Devon portal [SupplyDevon](#). This is a portal for gathering quotes from suppliers within Devon.

#### Running annual “Meet The Buyer” days

We will participate in annual “Meet The Buyer” days that the Devon-wide partnership organises. If for any reason, the Devon-wide group gets disbanded, we will run our own “Meet The Buyer” day on behalf of Teignbridge, South Hams and West Devon as a collective.

#### Ensuring the procurement process is proportionate to the risk and value of the contract

We will ensure that we do not use an unnecessarily complicated procurement process for projects by analysing the risk and value on a case-by-case basis. We will ensure that all suppliers understand the procurement process by creating tutorial videos and including written instructions within the tender packs.

#### Ensuring that there is no unnecessary paperwork that the suppliers need to complete

Suppliers only have to register on the Central Digital Platform when the procurement is above threshold. Therefore, we will not be asking suppliers to complete the registration process on the central digital platform. We will ensure we keep our procurement specific questionnaire and all quality questions succinct and relevant.

#### How will we measure this?

We will send a questionnaire to all suppliers who have tendered for opportunities to gather satisfaction data. We will also gather data through feedback surveys after every “Meet The Buyer” event

Please also see the appendices for current local spend figures.

#### **Objective 4: Enhance Transparency and Accountability:**

Ensure procurement activities are open and subject to public scrutiny in keeping with the Local Government Transparency Code 2015.

##### How will we achieve this?

We will achieve this through the following:

- Adding our contracts register to the Teignbridge website
- Ensuring we are submitting our transparency data (transactions over £500 on a quarterly basis) in keeping with the Local Government Transparency Code 2015.
- Ensuring we are completing notices on the Central Digital Platform for all procurements over £30,000
- Ensuring we are using our e-tendering portal for competitions.

##### How will we measure this:

We will report on the following data:

*Table 2: Example of how we will report transparency and accountability*

Number of times the transaction data has been published on time	
Number of authorised exemptions	
Number of notices published for every relevant procurement	
Number of relevant procurements ran through our e-tendering portal	
Number of purchases that haven't followed our internal contract procedure rules or exemption process	

## KPIs

KPI	Measurement	Target	Deadline
Local Spend and SMEs	% of spend with SMEs and Devon suppliers	Increase the percentage of spend with local suppliers and SMEs by 5%	June 2027
Supplier Satisfaction	Qualitative measurement	Ensure that issues raised by suppliers are dealt with	Action ongoing
Payment Performance	% of invoices paid within 30 days	Ensure 100% of invoices are paid within 30 days	Actions ongoing
Number of non-compliant procurements	Number of non-compliant procurements	Ensure that 0 procurements are non-compliant	Action ongoing
Create a social value matrix	Create baseline data for social value	Creation of baseline data	December 2025

*\*these KPI's will be subject to change with approval from The Executive*

## **Conclusion**

By implementing this strategy, we aim to foster a more inclusive and dynamic procurement environment that supports local economies, encourages SME participation, and delivers greater social value. Continuous monitoring and engagement with stakeholders will be essential to achieving these objectives.

## **Appendix A – Current Thresholds**

*Table 3: Teignbridge District Council Contract Procedure Rules. These are known as “below threshold”*

<b>£0 - £29,999 (incl. VAT)</b>	Minimum of 1 written quotation e.g. via email demonstrating value for money. However, ideally you should seek 3 written quotations to fully demonstrate best value for money. Supply Devon can also be used as a tool to gather quotes <a href="https://www.applegate.co.uk/supply/devon">https://www.applegate.co.uk/supply/devon</a> Suppliers based in a TQ9, TQ11, TQ12, TQ13, TQ14, EX2, EX6 or EX7 postcode must be sought first. If no suppliers within these postcodes can fulfil the requirement, officers can then look to suppliers based in Devon. If there are no suppliers that can fulfil the requirement in Devon, then please seek national suppliers.
<b>£30,000 - £99,999 (inc. VAT)</b>	At least 3 like-for-like comparable quotes via a formal Request for Quotation (RFQ) procedure via the e-tendering system Section 7(c) – Contract Procedure Rules February 2025 (eTS) <a href="http://www.supplyingthesouthwest.org.uk">www.supplyingthesouthwest.org.uk</a> or Supply Devon <a href="https://www.applegate.co.uk/supply/devon">https://www.applegate.co.uk/supply/devon</a> demonstrating best value for money. Suppliers based in a TQ9, TQ11, TQ12, TQ13, TQ14, EX2, EX6 or EX7 postcode must be sought first. If no suppliers within these postcodes can fulfil the requirement, officers can then look to suppliers based in Devon. If there are no suppliers that can fulfil the requirement in Devon, then please seek national suppliers. If an officer receives less than 3 quotes, then a waiver must be completed explaining why less than 3 quotes were received or sought
<b>£100,000 (incl. VAT) – The Procurement Act Threshold</b>	A formal tender via the eTS demonstrating best value for money awarding to the most advantageous tender
<b>Over The Procurement Act Threshold</b>	A formal tender via the eTS demonstrating best value for money awarding to the most advantageous tender

Table 4: Teignbridge District Council Local and SME spend data FY 24/25

Total Spend	£23,701,993.14
Total Spend with address data	£23,076,208.23
Total Devon Spend	£7,486,993.96 (32.4%)
Total Teignbridge Spend	£4,427,674.44 (19.18%)

Total data available on SMEs	£22,202,717.52
Total SME spend	48.20%