

Social Value Outcomes & Measures Framework

2020



let's talk
Newcastle

THEMES



Green & Sustainable (including Climate Change Mitigation)

Improved compliance with regulation and quality standards

Increased Climate Change (Mitigation) Action

Waste is reduced

Increased support for environmental action



Think, Buy, Support Newcastle

More Newcastle residents in employment

Increased local investment

Increased access to education, skills & training



Community Focused

Safer, healthier communities

People are more connected with their communities

Increased VCS investment

More support for local action



Ethical Leadership

Employees who are valued and supported

Others are influenced to be good ethical leaders

Improved ethical quality standards

OUTCOMES



		MEASURES	UNITS	GUIDANCE	EVIDENCE
Improved compliance with regulation and quality standards	GS1	Environmental Policy that applies to organisation's Newcastle activity	Info only	Please state whether your organisation has an Environmental Policy which applies to your organisation's Newcastle activity. This policy should: define applicable areas of legal requirement and strategy for ensuring compliance; identify areas where efficiency of operation (including supply chain) can be increased and strategies for doing so; identify waste reduction and recycling strategies; identify environmental training and awareness-raising plans for employees; identify strategy for monitoring and reviewing policy implementation	Please submit your policy document, making sure it contains a review date and the name of the person responsible for the policy.
	GS2	Calculation of greenhouse gas emissions as per GHG Protocol	Info only	Please state whether you conduct GHG Protocol calculations for emissions on contract in Scope 1,2 and 3	Please provide GHG Protocol calculations for emissions on contract in Scope 1,2 and 3;
	GS3	Environmental Audit Procedure	Info only	Please state whether your organisation has completed an internally conducted or externally commissioned Environmental Audit in the last 3 years	Audit report
	GS4	Environmental quality standard accreditation	Info only	Please state whether your organisation holds an Environmental Accreditation recognised in the UK	Accreditation details including date of award
	GS5	% of employees completed environmental training	%	Please state the % of employees on this contract who have completed accredited environmental training over total number of employees on contract.	Please provide details of training provider/accrediting body/course title and number of employees on this contract who have completed this training.
	GS6*	% of supply chain with environmental commitments in contract	%	This applies to contracts in the supply chain for this contract. This could include commitments to use local produce, reduce food waste or keep resources in circulation for longer.	Details of commitments should be provided
	GS7	Environmental training provided for sub contractors	No. of people	This should be the number of sub contracted employees who have completed environmental training provided by your organisation.	Details of training provider/accrediting body/course title should be provided
Increased support for environmental action	GS8	Amount fundraised/donated to support environmental action	£	This should be the cumulative £ value of donations to environmental action in Newcastle within the period on the contract	Evidence of donations should be provided
	GS9	Amount fundraised/donated to support management of green infrastructure	£	This should be the cumulative £ value of donations to support management of green infrastructure in Newcastle within the period on the contract	Evidence of donations should be provided
	GS10*	No. of staff hours dedicated to support management of green infrastructure	No. of hours	Volunteering is defined by the National Council for Volunteer Organisations (NCVO) as any activity that involves spending time, unpaid, doing something that aims to benefit the environment or someone (individuals or groups) other than, or in addition to, close relatives. Central to this definition is the fact that volunteering must be a choice freely made by each individual. Please include only the amount of volunteering in Newcastle within the period that has been provided by staff during working hours or on overtime, or that has been delivered as a direct result of an activity organised by the organisation and agreed with the employees. For more information on volunteering please see: https://www.ncvo.org.uk/policy-and-research/volunteering-policy	A breakdown of volunteering hours per activity type for staff on this contract.
Waste is reduced	GS11	Waste reduction policy	info only	Please state whether your organisation has a waste reduction policy that includes strategies for waste prevention including reuse, recycling, food waste. This can be a stand alone policy or part of a wider environmental policy	Policy
	GS12	% waste diverted from landfill	%	This is the % of weight of recycling over weight of recycling + weight of other waste on this contract	N/A
	GS13	Single Use Plastics Policy	Info only	Please state whether your organisation has a policy for reducing and removing single use plastics across organisational activity, including supply chains.This should be a stand alone policy, or part of a wider environmental policy	Policy
Increased climate change (mitigation) action	GS14*	No. of low emission staff vehicles used (miles driven)	No of miles driven	Please state the number miles driven by low emission staff vehicles driven on contract within the period	Fleet report and/or mileage log should be provided
	GS15	Amount spent through Carbon Offsetting Programme	£	Cumulative spend within the period on carbon offsetting programmes.	Should include detail of carbon offsetting programme, evidence of spend and % of overall carbon emissions offset by spend
	GS16	No. of employees using car share/public transport/cycle to work scheme	No. of employees	Please state the number of employees on this contract who have used these schemes during the period.	Please provide details of car share/ cycle to work schemes promoted to staff on this contract and the % of employees on this contract who have used these schemes in the period.
	GS17	Use of carbon balanced resources	Info only	Please state if your organisation uses carbon balanced resources used on this contract	Details of resources used

		MEASURES	UNITS	GUIDANCE	EVIDENCE
More Newcastle residents in employment	TBS1	No. of Newcastle residents employed on this contract	No. of people	Number and % of people employed by organisation on this contract who reside within Newcastle City Council boundaries	evidence of calculations should be available on request
	TBS2	No. of filled volunteer positions on this contract	No of positions	Please include only the number of filled volunteer positions on this contract. Volunteering is defined by the National Council for Volunteer Organisations (NCVO) as any activity that involves spending time, unpaid, doing something that aims to benefit the environment or someone (individuals or groups) other than, or in addition to, close relatives. Central to this definition is the fact that volunteering must be a choice freely made by each individual. For more information on volunteering please see: https://www.ncvo.org.uk/policy-and-research/volunteering-policy	evidence of calculations should be available on request
	TBS3	No. of Newcastle residents employed on this contract from most deprived wards	No. of people	No. of people employed on this contract who reside within ward boundaries for Benwell & Scotswood, Elswick, Byker or Walker	evidence of calculations should be available on request
	TBS4	No. of Newcastle residents employed on this contract who were not in employment, education or training (NEET)	No. of people	No. of 16-24 yr. old employees on this contract who had been not in employment, education, or training See the following link for a list of categories included: https://www.ons.gov.uk/employmentandlabourmarket/peoplenotinwork/unemployment/bulletins/youngpeoplenotineducationemploymentortrainingneet/may2020	evidence of calculations should be available on request
	TBS5	No. and % of people employed on this contract with a disability	No. and % of people	Number of employees on this contract who are disabled. A disabled person is defined as someone with a physical or mental impairment that has a 'substantial' and 'long-term' effect on their ability to do normal daily activities (Equality Act 2010). For guidance about employing disabled people and support programmes for employers please see: https://www.gov.uk/government/publications/employing-disabled-people-and-people-with-health-conditions/employing-disabled-people-and-people-with-health-conditions	evidence of calculations should be available on request
	TBS6	No. of people in supported employment on this contract	No. of people	No. of people with a disability who are supported to maintain paid employment on this contract . For guidance about supported employment please see: https://www.base-uk.org	evidence of calculations should be available on request
Increased investment in Newcastle	TBS7*	Total amount supply chain spend in Newcastle on this contract	£	This should be calculated as cumulative spend within the period for this contract with Tier 1 suppliers based within Newcastle City Council boundaries	evidence of calculations should be available on request
	TBS8	Procedures for considering Newcastle organisations in supply chain	policy/ procedure	This should be a recorded policy or procedure that demonstrates the consideration of Newcastle suppliers in purchasing processes	policy or written procedure document
	TBS9	Spend (£) on community assets in Newcastle (buildings and resources) on this contract	£	This should be the cumulative spend with VCSE organisations based in Newcastle on this contract within the period. For example, room hire, catering, delivery of training or specialist consultancy.	evidence of calculations should be available on request
	TBS10*	Total amount spent (£) with local MSMEs through supply chain on this contract	£	This should be cumulative spend within the period with Tier 1 micro, small or medium enterprise suppliers based in Newcastle on this contract. The European Commission defines an SME as an organisation that employs fewer than 250 people and has either an annual turnover of less than €50m or a balance sheet of less than €43m	evidence of calculations should be available on request
Increased access to education, skills and training for Newcastle residents	TBS11*	No. of apprenticeships on the contract completed/will be supported to completion by the organisation	No. of apprenticeships	Please state the total number of apprenticeships on contract during the period that have been supported to completion or will be supported to completion . For a description of the qualification levels see: https://www.gov.uk/what-different-qualification-levels-mean/list-of-qualification-levels . To find a registered qualification see: https://www.gov.uk/find-a-regulated-qualification	Please provide employment records identifying the accredited training provider, type and level of apprenticeship. Apprenticeship completion certificates should be available on request.
	TBS12	% of workforce on this contract who are apprentices	%	Please state the % of apprentices on this contract over the number of people employed by the organisation on this contract	evidence of calculations should be available on request
	TBS13*	No. of accredited training opportunities on the contract completed/will be supported to completion by the organisation	No. of training opportunities	Please state the total number of accredited training opportunities on contract during the period that have been supported to completion or will be supported to completion . For a description of the qualification levels see: https://www.gov.uk/what-different-qualification-levels-mean/list-of-qualification-levels . To find a registered qualification see: https://www.gov.uk/find-a-regulated-qualification	Please provide training records that identify the accredited training provider, type and level of qualification. Completion certificates should be made available on request.
	TBS14	No. of non-accredited training opportunities on the contract completed/will be supported to completion by the organisation	No. of training opportunities	Only count non-accredited training opportunities on contract during the period that have been completed or will be supported to completion.	Training records should identify type of training. Completion certificates should be available on request.
	TBS15	No. of training or skills-building opportunities completed by people with a disability/will be supported to completion by the organisation	No. of training opportunities	No. of training or skills-building opportunities on the contract undertaken by people with a disability during the period that have been or will be supported to completion.	Training records should identify type of training. Completion certificates should be available on request.
	TBS16*	No. paid work placements on this contract completed (adults or young people not in education)	No. of work placements	Work placements indicate a temporary work experience within a company including e.g. working on junior-level tasks for the purpose of gaining experience and insight into the industry, or a more skill specific graduate position. The total number of work placements longer than 6 weeks should be registered. Only placements paid at least minimum or national living wage, as per governmental regulations, should be included. For guidance please see: https://www.gov.uk/guidance/national-minimum-wage-work-experience-and-internships and here https://www.gov.uk/national-minimum-wage-rates	Please provide records of employment or work book. All work placements should have a record of the industry based experience gained, a specified pay type (minimum wage, national living wage, higher wage) and duration.
	TBS17*	No. of meaningful work placements on this contract completed (young people in education)	No. of work placements	Work placements indicate a temporary work experience within a company, including e.g. working on junior-level tasks for the purpose of gaining experience and insight into the industry, or a more skill specific graduate position. Only work placements for students of duration of 1 to 6 weeks (typically unpaid) should be registered here. For guidance please see: https://www.gov.uk/guidance/national-minimum-wage-work-experience-and-internships	Please provide records of employment or work book. All work placements should have a record of the industry based experience gained, a specified type (school/college/university) and duration. The report to the school should be included.
	TBS18	No. of hours spent on skills building initiatives for Newcastle schools and colleges on this contract	No. of hours	This is the number of staff hours dedicated to the preparation and delivery of curriculum related activities including literacy support, career talks, safety talks, etc during the period.	Please provide a description of activities and records of staff hours against each activity

	MEASURES	UNITS	GUIDANCE	EVIDENCE	
People are more connected to their communities	CF1*	Initiatives supported on this contract to enable older, disabled and vulnerable Newcastle residents to build stronger community networks	£ invested incl. staff time	Please state the £ (including staff time) invested within the period in initiatives to enable older, disabled and vulnerable Newcastle residents to build stronger community networks (e.g befriending schemes).	Please provide a report detailing activities supported, partners involved in delivery, £ and staff time invested. Evidence of impact (such as case studies) may also be provided.
	CF2	No. of Newcastle residents who have been supported to connect with their communities.	No. of people	Please state the number of people who reside within Newcastle City Council boundaries who have been supported to connect with their communities in the period as a result of the investment made by the organisation on this contract.	evidence of calculations should be available on request
	CF3	No. of community projects in Newcastle supported through awareness raising initiatives	No. of community projects	Please state the number of community projects that have been supported by organisation through awareness-raising initiatives within the period on this contract.	Please give a description of activities conducted and community projects supported. Evidence of impact (such as case studies) may also be included.
	CF4	No. of Newcastle residents contributed to service design and development	No. of people	Number of people who reside within Newcastle City Council boundaries who have contributed to service design and development of organisation through organised community engagement activity within the period.	Please give details of community engagement activity and the number of contributors who are Newcastle residents. Evidence of calculations should be available on request.
Increased VCS investment	CF5*	Total amount (£) spent with VCS in Newcastle through Tier 1 supply chain on this contract	£	This should be calculated as cumulative spend within the period on this contract with VCS organisations based within Newcastle City Council boundaries.	details of calculations should be available on request
	CF6	Amount fundraised/donated (£) to VCS in Newcastle on this contract	£	This should be the cumulative value of £ donated to VCS in Newcastle within the period on this contract. For more information on the definition of VCSE organisations, see https://www.tnlcommunityfund.org.uk/funding/thinking-of-applying-for-funding/who-can-apply/voluntary-community-and-social-enterprise-vcse-definition	Evidence of donations should be provided. Additional evidence of fundraising activities and impact (such as case studies) may also be provided
	CF7*	Value (£) of equipment/resources donated to VCS in Newcastle on this contract	£	This should be the cumulative £ equivalent value of in-kind contributions (eg loan of equipment or donation of resources) to VCS in Newcastle within the period on this contract. For more information on the definition of VCSE organisations, see https://www.tnlcommunityfund.org.uk/funding/thinking-of-applying-for-funding/who-can-apply/voluntary-community-and-social-enterprise-vcse-definition	Evidence of donations should be provided. Additional evidence of fundraising activities and impact (such as case studies) may also be provided
	CF8*	Provision of expert business advice to VCS in Newcastle on this contract	No of hours	This is expert staff time (e.g. financial advice / legal advice / HR advice / HSE) dedicated to support VCS in Newcastle within the period on this contract. Please include only the amount of volunteering that has been provided by staff during working hours or on overtime, or that has been delivered as a direct result of an activity organised by the organisation and agreed with the employees. For more information on the definition of VCSE organisations, see https://www.tnlcommunityfund.org.uk/funding/thinking-of-applying-for-funding/who-can-apply/voluntary-community-and-social-enterprise-vcse-definition	Please provide a report detailing the type and amount of support delivered, and to whom. Evidence of impact (such as case studies) may also be provided.
	CF9*	No. of voluntary staff hours donated to support community activity in Newcastle on this contract	No. of hours	Please include only the amount of volunteering within the period on this contract that has been provided by staff during working hours or on overtime, or that has been delivered as a direct result of an activity organised by the organisation and agreed with the employees. Volunteering is defined by the National Council for Volunteer Organisations (NCVO) as any activity that involves spending time, unpaid, doing something that aims to benefit the environment or someone (individuals or groups) other than, or in addition to, close relatives. Central to this definition is the fact that volunteering must be a choice freely made by each individual. Here only staff volunteering hours should be recorded when time has been allocated for staff to spend on formal volunteering (not for family and friends) in Newcastle. For more information on volunteering please see: https://www.ncvo.org.uk/policy-and-research/volunteering-policy	Please provide a breakdown of volunteering hours per activity type for staff on this contract.
More support for social action	CF10	Initiatives taken to support local social action	No. of Initiatives	This should be the number of initiatives taken by the organisation to support social action in Newcastle within the period on this contract. This could be action taken by communities to improve their lives and solve problems that are important to them. It can include action that is not delivered through formally constituted VCS organisations.	Please provide a report detailing the type of initiatives supported and the nature of the support given. Evidence of impact (such as case studies) may also be provided.
Safer, healthier communities	CF11*	Initiatives supported aimed at reducing crime in Newcastle	£ invested incl. staff time	£ and details of staff time invested in initiatives supported within the period on this contract that aim to reduce crime in Newcastle	Report detailing activities supported, partners involved in delivery, £ and staff time invested. Evidence of impact (such as case studies) may also be provided.
	CF12*	Initiatives supported to tackle homelessness in Newcastle	£ invested incl. staff time	£ and details of staff time invested in initiatives supported within the period on this contract that tackle homelessness in Newcastle	Report detailing activities supported, partners involved in delivery, £ and staff time invested. Evidence of impact (such as case studies) may also be provided.
	CF13*	Initiatives supported to engage people in health interventions	£ invested incl. staff time	£ and details of staff time invested in initiatives supported within the period on this contract that engage people in health interventions in Newcastle	Report detailing activities supported, partners involved in delivery, £ and staff time invested. Evidence of impact (such as case studies) may also be provided.
	CF14*	Initiatives supported that promote wellness in the community, including physical activities	£ invested incl. staff time	£ and details of staff time invested in initiatives supported within the period on this contract that promote wellness in the community, including physical activities	Report detailing activities supported, partners involved in delivery, £ and staff time invested. Evidence of impact (such as case studies) may also be provided.



	MEASURES	UNITS	GUIDANCE	EVIDENCE	
Improved ethical quality standards	EL1	Social Value Plan	Info only	This should be a public-facing document which defines Social Value for your organisation, identifies ways in which your organisation is committed to creating Social Value and sets out plans for its delivery. The Plan should also demonstrate how activity applies to Newcastle	Social Value Plan
	EL2	Equality and Diversity Policy	Info only	This policy should include purpose, commitment, scope (where the policy applies in organisational activity) and state how it will be shared with employees.	Policy document (review date, named author)
	EL3	% of employees on this contract who have completed equality and diversity training	%	Please state the % of employees on this contract who have completed E&D training over total number of employees on this contract.	Details of training provider/accrediting body/course title should be provided
	EL4	Disability equality accreditation	Info only	Please state whether your organisation holds an accredited disability equality standard recognised in the UK	Accreditation details including date of award
	EL5	Mental Health Employer Accreditation or Pledge	Info only	Please state whether your organisation holds an accredited mental health employer standard or pledge recognised in the UK	Accreditation or pledge details including date of award
	EL6	Equality accreditation	Info only	Please state whether your organisation holds an accredited equality standard recognised in the UK	Accreditation details including date of award
	EL7	Clean Sheet Employer registration	Info only	Please state whether your organisation is registered as a Clean Sheet Employer. For more information see: https://cleansheet.org.uk/employers/	Registration details
	EL8*	% of procurement contracts that include commitment to ethical procurement, including to verify anti-slavery requirements	%	In relation to this contract, please state the % of your own contracts with your Tier 1 supply chain that include requirements to ensure that supply chains are free from slavery and to encourage effective transparency reporting. For more information on transparency in supply chains, see: https://www.gov.uk/government/publications/transparency-in-supply-chains-a-practical-guide/transparency-in-supply-chains-a-practical-guide	evidence of calculations should be available on request
	EL9	Accessible/Alternative communication resources	Info only	Please state whether your organisation has resources and arrangements in place on this contract for communication in alternative formats. This may include communication format for people with physical or learning disabilities, or people whose first language is not English.	Details of the resources and arrangements in place. Examples of accessible formats may be provided.
	EL10	No. of employee hours dedicated to volunteering	No. of employee hours	Please include only the amount of volunteering within the period on this contract that has been provided by staff during working hours or on overtime, or that has been delivered as a direct result of an activity organised by the organisation and agreed with the employees. Volunteering is defined by the National Council for Volunteer Organisations (NCVO) as any activity that involves spending time, unpaid, doing something that aims to benefit the environment or someone (individuals or groups) other than, or in addition to, close relatives. Central to this definition is the fact that volunteering must be a choice freely made by each individual. Here only staff volunteering hours should be recorded when time has been allocated for staff to spend on formal volunteering (not for family and friends) in Newcastle. In the case of local community projects there might not be a community organisation at the receiving end of the volunteering, but it might be an initiative set up by the company itself based on local intelligence. Time invested in organising such activities must be recorded in this category on top of the staff volunteering time itself. For more information on volunteering please see: https://www.ncvo.org.uk/policy-and-research/volunteering-policy	Activity report that includes a breakdown of volunteer hours per activity.
EL11	Amount spent on fair trade purchasing	£	Amount spent by the organisation within the period on fair trade certified products that are directly related to the delivery of this contract. Information on Newcastle's Fairtrade Partnership can be found at: https://www.newcastle.gov.uk/get-involved/newcastle-fairtrade-partnership	Evidence of spend breakdown should be available on request	
EL12	North of Tyne Good Work Pledge	Info only	please confirm if your organisation has made or applied to make the North of Tyne Good Work Pledge. For more information, visit: https://www.northoftyne-ca.gov.uk/good-work-pledge	Evidence of your organisation's pledge should be available on request	
EL13	Values based recruitment policy	Info only	Please confirm if values based recruitment is incorporated into your organisation's recruitment policy.	Policy document (review date, named author)	
Employees who are valued and supported	EL14	Workforce representation	Info only	Please state whether your organisation recognises workforce representation organisations. For more information on recognising a union, visit: https://www.gov.uk/trade-union-recognition-employers	Please provide details of workforce representation organisations that are recognised by your organisation
	EL15	% of employees paid higher than the national living wage	%	% of employees who are paid higher than the national living wage on this contract over the total amount of employees on this contract. For information on calculating national living wage, visit: https://www.gov.uk/minimum-wage-calculator-employers	evidence of calculations should be available on request
	EL16	% of employees on more than 0 hours contracts	%	% of employees on this contract who are contracted for more than 0 hours over the total amount of employees on this contract	Evidence of calculations should be available on request
	EL17	Gender pay gap	£	The median gender pay gap for this contract is calculated by listing all male and female employees' wages from highest to lowest and comparing the number that sits in the middle for each gender. The difference in salary between those two is the pay gap figure. For more information on calculating an organisation's gender pay gap, visit https://www.gov.uk/guidance/gender-pay-gap-reporting-make-your-calculations	evidence of calculations should be available on request
	EL18	Staff training/professional development matrix	Info only	Please state whether your organisation has a training matrix that plans and records training and professional development for employees on this contract	training/professional development matrix
	EL19	Flexible working policy	Info only	This policy should include purpose, commitment, scope (where the policy applies in organisational activity) and how it will be shared with employees. For more information on flexible working, including handling flexible working requests, visit: https://www.gov.uk/flexible-working	Policy document (review date, named author)
	EL20	Employee assistance programme	Info only	Please state whether your organisation has an employee assistance programme	Details of assistance programme including provider, scope and terms.
	EL21	Employee rewards/incentives policy	Info only	This policy should include purpose, commitment, scope (where the policy applies in organisational activity) and how it will be shared with employees.	Policy document (review date, named author)
	EL22	Employee engagement policy	Info only	This policy should include purpose, commitment, scope (where the policy applies in organisational activity) and how it will be shared with employees.	Policy document (review date, named author)
	EL23	Employee share scheme	Info only	Please state whether your organisation has an employee share scheme. For more information on employee share schemes, visit: https://www.gov.uk/tax-employee-share-schemes	Please provide details of employee share scheme
Others are influenced to be good ethical leaders	EL24	Initiatives supported to share knowledge, best practice and ethical leadership with other organisations in Newcastle	No. of initiatives	The number of initiatives that your organisation has supported in the period. This could be in partnership with other local organisations or part of a company programme.	Please provide a report detailing the type of initiatives supported and the nature of the support given. Evidence of impact (such as case studies) may also be provided.