

The Arc  
High Street  
Clowne  
S43 4JY

To: Chair & Members of the Local  
Growth Scrutiny Committee

Contact: Matthew Kerry  
Telephone: 01246 242519  
Email: [matthew.kerry@bolsover.gov.uk](mailto:matthew.kerry@bolsover.gov.uk)

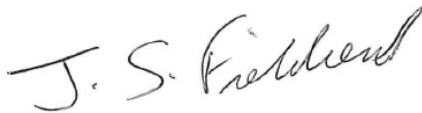
Wednesday, 28<sup>th</sup> August 2024

Dear Councillor

**LOCAL GROWTH SCRUTINY COMMITTEE – TUESDAY, 3RD SEPTEMBER,  
2024 AT 10:00 HOURS**

I refer to your recently circulated agenda for the above meeting and now enclose a copy of Appendix 1 Agenda item 8.

Yours faithfully,



Solicitor to the Council & Monitoring Officer

## **Equalities Statement**

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

### **Access for All statement**

You can request this document or information in another format such as large print or **language** or contact us by:

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- **Email:** [enquiries@bolsover.gov.uk](mailto:enquiries@bolsover.gov.uk)
- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need WiFi or mobile data to make the video call, or call into one of our Contact Centres.
- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

## LOCAL GROWTH SCRUTINY COMMITTEE

*Tuesday, 3rd September, 2024 at 10:00 in the Council Chamber, The Arc,  
Clowne*

Item No.	PART 1 – OPEN ITEMS	Page No.(s)
8.	Social Value Policy Review	4 - 13



# **Social Value Policy**

February 2024

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## CONTROL SHEET FOR Social Value Policy

<b>Policy Details</b>	<b>Comments / Confirmation (To be updated as the document progresses)</b>
Policy title	Social Value Policy
Current status – i.e. first draft, version 2 or final version	First draft
Policy author (post title only)	Jessica Clayton
Location of policy (whilst in development)	S Drive; BDC Partnership Team
Relevant Cabinet Member (if applicable)	Cllr Clive Moesby
Equality Impact Assessment approval date	
Partnership involvement (if applicable)	Jessica Clayton
Final policy approval route i.e. Executive/ Council	Executive
Date policy approved	
Date policy due for review (maximum three years)	
Date policy forwarded to Performance & Communications teams (to include on ERIC, and website if applicable to the public)	

## RECOMMENDED STRUCTURE OF POLICY

### 1. Introduction

Bolsover District Council recognises the important role it can play in enabling Social Value through its procurement activity. In 2022/23 the Authority spent in excess of £12 million via its procurement service. The Authority's approach to Social Value will integrate economic, environmental and social sustainability into the procurement processes.

### 2. Scope

The Public Services (Social Value) Act 2012 came into force in January 2013 cementing the responsibilities of a contracting authority when procuring services contracts subject to public procurement regulations. The purpose being to consider the "economic, social and environmental well-being of the relevant area" in its procurement activity.

The Public Services (Social Value) Act 2012 states:

The authority must consider:

- (a) how what is proposed to be procured might improve the economic, social and environmental well-being of the relevant area
- (b) how, in conducting the process of procurement, it might act with a view to securing that improvement.

In order to deliver social value, we will move beyond a process where just core services are delivered by a supplier, to a process which recognises and values the overall value of outcomes delivered.

This process will involve an assessment in the first stage of the Procurement process to determine whether Social Value is relevant, and if so the following Social Value policy will be applied. As a minimum, all procurements over £75,000 will be required to include Social Value metrics (appendix 1) as a part of the scoring and evaluation process if appropriate. However, where possible to do so, procurements below this value should also seek Social Value benefits from contracts.

### 3. Principles

This Social Value Policy contributes to achieving the Council's priorities as set out in the Council Ambition 2024-2028 which identifies clear priorities on.

- Economy
- Housing
- Environment
- Customers

#### **4. Statement**

As well as adhering to all relevant legislation, the Bolsover District Council's vision is that contracts awarded should support and bolster the local economy and bring social and environmental benefits.

To achieve this, the Council's approach to procurement and contract management will ensure Best Value is achieved from the Council's activities, giving due consideration to appropriate social, ethical, environmental, and economic impacts.

The application of this Policy therefore will be as follows.

1. As a minimum, all procurement over £75,000 will be required to include Social Value metrics as a part of the scoring and evaluation process, if appropriate. However, where possible to do so, procurements below this value should also seek Social Value benefits from contracts.
2. The standard weighting for Social Value will be a minimum 10% of the overall evaluation score where relevant, and this will be higher where feasible. It is noted not all procurement projects may be relevant to apply Social Value and these are discussed at the outset with the officers responsible and Procurement team.
3. The National Themes, Outcomes and Measures (TOMs) outlined in Appendix 1, as agreed by the Local Government Association, will be used to capture Social Value offered from bidders to ensure offers can be evaluated in an open, fair and transparent way.
4. The Leaders Executive and Partnership Team will support the procurement process with skills and experience, to establish TOMs and relevant outcome measures.
5. Once a procurement exercise is concluded, the responsibility for ensuring the committed Social Value benefits is delivered will fall to those officers responsible for the contract management of that individual contract. The Leaders Executive and Partnership Team will support contract managers in the performance management of Social Value outcomes identified, and the reporting of outcomes and values achieved.

Social Value metrics as outlined in appendix 1 can be incorporated within a procurement exercise bringing economic, environmental, and social benefits.

#### **5. Responsibility for Implementation**

The Council's Service Director, Governance, Legal Services and Monitoring Officer is the lead officer accountable for ensuring adherence to this Policy and will consult the Cabinet Member for Resources on a periodical basis and/or on a case-by-case basis as deemed necessary. Officers and departments supporting the implementation of this Policy are as follows:

- Sandy Williams, Procurement Manager
- Jessica Clayton, Programme and Major Projects Manager



Bolsover District Council will periodically review its Social Value Policy. In doing so, it will take account of any changes in legislation pertaining to the Public Services (Social Value Act) 2012, the Local Government Act, European Union Regulations, and any changes to Council Ambition priorities.

## **6. Glossary of terms (if applicable)**

- The National Themes, Outcomes and Measures (TOMs)
- Not in Education, Employment or Training (NEETs)
- Small Medium Enterprises (SME's)
- Full Time Equivalent (FTE)
- Health and Safety Executive (HSE)
- Voluntary Community and Social Enterprise Sector (VCSE's)

## **Appendix 1**

### **SUMMARY OF PROCESS AND TOM's**

#### **Step 1**

Identify Council Strategies and category plans relevant to the procurement.

#### **Step 2**

Identify relevant Social Value Outcomes as set out in the national TOM's table below.

#### **Step 3**

Add relevant questions to the tender.

#### **Step 4**

Define the weighting (minimum 10%) of those questions and publish as part of the tender documentation.

#### **Step 5**

Tender evaluation process.

#### **Step 6**

Review and ongoing monitoring and outcome benefits.

## National TOM's

Ref	Proposed Minimum requirements	Unit	Proxy's final value (After deadweight has been taken into account where necessary)
NT1	No. of local people (FTE) employed on contract for one year or the whole duration of the contract, whichever is shorter.	no. people FTE	£28,213.00
NT2	% of local people employed on contract (FTE).	%	Record only
NT3	No. of employees (FTE) taken on who are long term unemployed. (Unemployed for a year or longer).	no. people FTE	£14,701.56
NT4	No. of employees (FTE) taken on who are not in employment, education, or training (NEETs).	no. people FTE	£12,435.62
NT5	No. of employees (FTE) taken on who are rehabilitating young offenders (16–24-year-olds).	no. people FTE	£14,108.07
NT6	No. of jobs (FTE) created for people with disabilities.	no. people FTE	£12,769.68
NT7	No. of hours dedicated to supporting unemployed people into work by providing career mentoring, including mock interviews, CV advice, and careers guidance -(over 24-year-olds).	no. hrs*no. attendees	£94.28
NT8	Local school and college visits e.g., delivering careers talks, curriculum support, literacy support, safety talks (No. hours, includes preparation time).	no. staff hours	£14.43
NT9	No. of formal training opportunities on contract that have either been completed during the year, or that will be supported by the organisation to completion in the following years - Level 2,3, or 4+	no. weeks	£234.87
NT10	No. of apprenticeships on the contract that have either been completed during the year, or that will be supported by the organisation to completion in the following years - Level 2,3, or 4+	no. weeks	£168.04
NT11	No. of hours dedicated to support young people into work (e.g., CV advice, mock interviews, careers guidance) - (under 24 year olds).	no. hrs*no. attendees	£94.28
NT12	No. of weeks spent on meaningful work placements or pre employment course; 1-6 weeks student placements (unpaid)	no. weeks	£143.94
NT13	Meaningful work placements that pay Minimum or National Living wage according to eligibility - 6 weeks or more (internships).	no. weeks	£143.95

<b>NT14</b>	Total amount (£) spent with VCSEs within your supply chain.	£	£0.12
<b>NT15</b>	Provision of expert business advice to VCSEs and SMEs (e.g. financial advice / legal advice / HR advice/HSE).	no. staff expert hours	£84.00
<b>NT16</b>	Equipment or resources donated to VCSEs (£ equivalent value).	£	£1.00
<b>NT17</b>	Number of voluntary hours donated to support VCSEs (excludes expert business advice).	no. staff volunteering hours	£14.43
<b>NT18</b>	Total amount (£) spent in Local supply chain through the contract.	£	0.60
<b>NT19</b>	Total amount (£) spent through contract with Local SMEs.	£	0.60
<b>NT20</b>	Demonstrate commitment to work practices that improve staff wellbeing, recognise mental health as an issue and reduce absenteeism due to ill health. Identify time dedicated for wellbeing courses.	no. hrs*no. attendees	£95.95
<b>NT21</b>	Diversity training provided for contractors and subcontractors.	no. hrs*no. attendees	Record only
<b>NT22</b>	Percentage of procurement contracts that includes commitments to ethical procurement, including to verify anti-slavery and other relevant requirements.	% of contracts	Record only
<b>NT23</b>	Percentage of contracts with the supply chain on which Social Value commitments, measurement and monitoring are required.	% of contracts	Record only
<b>NT24</b>	Initiatives aimed at reducing crime (e.g., support for local youth groups, lighting for public spaces, private security, etc.).	£ invested including staff time	£1.00
<b>NT25</b>	Initiatives to be taken to tackle homelessness (supporting temporary housing schemes, etc).	£ invested including staff time	£1.00
<b>NT26</b>	Initiatives taken or supported to engage people in health interventions (e.g., stop smoking, obesity, alcoholism, drugs, etc) or wellbeing initiatives in the community, including physical activities for adults and children.	£ invested including staff time	£1.00
<b>NT27</b>	Initiatives to be taken to support older, disabled and vulnerable people to build stronger community networks (e.g. befriending schemes, digital inclusion clubs.	£ invested including staff time	£1.00
<b>NT28</b>	Donations or in-kind contributions to local community projects (£ & materials.	£ value	£1.00
<b>NT29</b>	No hours volunteering time provided to support local community projects.	no. staff volunteering hours	£14.43

