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**Model Text for inclusion in the**

**Procurement Documents for Supplies Contracts**

Social Value Points Approach

* **Always refer to this document online for the latest version.**
* **Social value requirements should be tailored for each contract.**
* **Refer to drafting notes on** [**Procurement - Social Value NI**](https://socialvalueni.org/procurement/)
* **Please ensure that you have completed areas (in highlighted text) that require input.**
* **You should replace any defined terms if they conflict with your Conditions of Contract or Specification (e.g. you may use Contractor instead of Supplier in your contract).**

**REMOVE THIS TEXT BOX AND ALL COMMENTS/DRAFTING NOTES PRIOR TO PUBLICATION**

# SCHEDULE Click here to enter text.: SOCIAL VALUE

# 1.0 Background

Public procurement is an important source of expenditure in Northern Ireland, with central and local government spending upwards of £3 billion annually on supplies, services and construction works. This expenditure offers tremendous potential to contribute to the economic, environmental and social outcomes contained in the Executive’s Programme for Government.

Social value refers to wider financial and non-financial impacts on the wellbeing of individuals, communities and the environment. In accordance with the [Procurement Policy Note (PPN) 01/21 (Scoring Social Value Policy)](https://www.finance-ni.gov.uk/publications/ppn-0121-scoring-social-value), the Supplier is required to deliver measurable social value outcomes.

# 2.0 Social Value Delivery Plan *(Open Procedure)*

The Supplier shall deliver the services in accordance with this Schedule and their Social Value Delivery Plan and methodology submitted at tender stage, unless otherwise agreed with the Authority, at the Authority’s discretion.

The Authority may request an updated Social Value Delivery Plan at interims throughout the contract, to take into account any increases in the contract value, the Supplier’s delivery of social value initiatives during a specific period and the Supplier’s forecasted delivery of social value initiatives.

# 2.0 Social Value Delivery Plan *(Competitive Flexible Procedure)*

The Supplier shall deliver the services in accordance with this Schedule and their Social Value Delivery Plan and methodology submitted at Invitation to Submit Final Tenders Stage, unless otherwise agreed with the Authority, at the Authority’s discretion.

The Authority may request an updated Social Value Delivery Plan at interims throughout the contract, to take into account any increases in the contract value, the Supplier’s delivery of social value initiatives during a specific period and the Supplier’s forecasted delivery of social value initiatives.

# 3.0 Social Value

Social value on this Contract will be delivered using a points system. The Supplier is required to deliver 100 Social Value points for every £1 million (and pro-rata) in invoiced contract value.

The points system provides a menu of eligible social value initiatives in order to deliver the required 100 Social Value points for every £1 million (and pro-rata) in invoiced contract value. The social value initiatives which are eligible for inclusion on this Contract are outlined within Click here to enter text.

The Supplier can deliver the social value initiatives throughout the contract, in line with the timescales set out in the Supplier’s methodology submitted at tender stage, providing the overall social value requirement as outlined in this Schedule is delivered within the lifetime of the contract.

The Supplier must only count towards their Social Value points target those activities that have been delivered as a direct result of the social value requirements set out in this Schedule.

# 3.1 Social Value Points Matrix for Supply contracts

**Details of the number of points that each social value initiative generates can be found in the tables below.**

The social value points set out in the tables are calculated on a pro rata basis, with the exception of action plans. For initiatives calculated in weeks and hours, the Supplier may choose to deliver less or more than the amount set out within the tables below and the number of points received will be proportioned accordingly.

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| **THEME 1: Increasing secure employment and skills** |
| **SOCIAL VALUE INDICATOR** | **SOCIAL VALUE INITIATIVES** | **AMOUNT** | **SOCIAL VALUE POINTS** **(pro rata)** | **MINIMUM MANDATORY REQUIREMENTS** |
| 1.1 Create employment, retraining and other return to work opportunities for those furthest from the labour market and/or from deprived areas.1.2 Create employment and training opportunities in industries with known skills shortages or in high growth sectors.  | Paid employment  | 26 person weeks FTE  | 75 |  |
| Paid employment – priority group | 90 |  |
| Unwaged work placements | 2 weeks FTE | 10 |  |
| Unwaged work placement – priority group | 15  |  |
| Skills development and educational attainment | 8 hours of support or training | 10 |  |
| Skills development and educational attainment – priority group | 15 |  |
| Financial donations to support people within Northern Ireland who face barriers to employment to gain recognised qualifications | Contribution of £500 towards attainment of recognised qualifications  | 10*A maximum of [insert percentage] % of the Social Value points required on the Contract can be delivered though this initiatives in line with [insert clause number of relevant initiative].* |  |
| 1.3 Create employment and training opportunities that support a more resource efficient, greener and low carbon economy. | Paid employment – Green Jobs & Skills  | 52 person weeks FTE  | 75  |  |
| Paid employment – Green Jobs & Skills – priority group | 52 person weeks FTE  | 90 |  |
| Unwaged work placements -- Green Jobs & Skills | 4 weeks FTE | 10 |  |
| Unwaged work placements -- Green Jobs & Skills – priority group | 4 weeks FTE | 15 |  |
| Skills development and educational attainment - Green Jobs & Skills | 8 hours of support or training | 10 |  |
| Skills development and educational attainment - Green Jobs & Skills – priority group | 8 hours of support or training | 15 |  |
| Financial donations to support people within Northern Ireland who face barriers to employment to gain recognised qualifications – Green Jobs and Skills | Contribution of £500 towards attainment of recognised qualifications  | 10*A maximum of [insert percentage] % of the Social Value points required on the Contract can be delivered though this initiatives in line with [insert clause number of relevant initiative].* |  |
| 1.4 Support in-work progression and educational attainment in the workforce, including training schemes that address skill gaps and result in recognised qualifications, to help people to move into higher paid work by developing new skills.  | In-work progression and skills development for employees engaged on the contract who are disadvantaged | 1 action plan | 30 |  |
| 1.5 Support in-work progression and training opportunities to help people gain new skills and recognised qualifications that are relevant to a more resource efficient, greener and low carbon economy. | In-work progression and skills development for employees engaged on the contract who are disadvantaged – Green Jobs & Skills | 1 action plan | 30 |  |
| 1.6 Increase the representation of disabled people in the contract workforce. | Paid employment for people with a disability | 52 weeks FTE | 90 |  |
| Positive Action Outreach  | 8 hours of outreach | 10 |  |
| 1.7 Support disabled people to develop new skills and recognised qualifications. | Unwaged work placements for people with a disability  | 4 weeks FTE | 15 |  |
| Skills development and educational attainment for a person with a disability | 8 hours of support or training | 15 |  |
| Financial donations to support disables people within Northern Ireland who face barriers to employment to gain recognised qualifications | Contribution of £500 towards attainment of recognised qualifications  | 15*A maximum of [insert percentage] % of the Social Value points required on the Contract can be delivered though this initiatives in line with [insert clause number of relevant initiative].* |  |

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| **THEME 2: Building ethical and resilient supply chains** |
| **SOCIAL VALUE INDICATOR** | **SOCIAL VALUE INITIATIVES** | **AMOUNT** | **SOCIAL VALUE POINTS (pro rata)** |
| 2.1 Collaborate with the contract’s supply chain to ensure fair work and workforce diversity throughout the supply chain. | Fair work charter for the contract | 1 charter | 30 |
| Training in fair work | 8 hours | 10 |
| 2.2 Commit to ethical supply chains and practices by identifying and managing risks of modern slavery and human rights abuses in the delivery of the contract, including in the supply chain.  | Modern Slavery Assessment Tool (MSAT) | Completion of MSAT and submission of improvement plan | 50 |
| Supply chain map for the contract  | 1 supply chain map | 30 |
| Tackling modern slavery training for employees engaged on the contract | 8 hours  | 10 |
| 2.3 Create a diverse and innovative supply chain to deliver the contract including new businesses and entrepreneurs, start-ups, micro businesses and VCSEs.2.4 Support entrepreneurship and social entrepreneurship, including helping new and small organisations to grow.2.5 Maximise security of supply, for example by minimising proximity of supply chains to point of delivery. | Supply Chain Resilience and Capacity Action Plan for the contract | 1 action plan | 30 |
| Inclusion of Micro Enterprises in the contract's supply chain | Micro enterprise located in Northern Ireland | 20 |
| Inclusion of Ethnic Minority Led/Owned Micro Enterprises in the contract's supply chain | Ethnic Minority Led/Owned Micro enterprise located in Northern Ireland | 30 |
| Inclusion of VCSE Organisations in the contract's supply chain | Social Enterprise / Charity located in Northern Ireland | 30 |
| Inclusion of Ethnic Minority Led/Owned VCSE Organisations in the contract's supply chain | Ethnic Minority Led/Owned Social Enterprise / Charity located in Northern Ireland | 40 |
| Business development and knowledge sharing  | 8 hours of activity | 10 |
| Donation of suitable supplies or tools to help new and small organisations to grow | Contribution of £500 value of supplies or tools | 10*A maximum of [insert percentage] % of the Social Value points required on the Contract can be delivered though this initiative in line with [insert clause number of relevant initiative]* |

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| **THEME 3: Delivering Climate Action**  |
| **SOCIAL VALUE INDICATOR** | **SOCIAL VALUE INITIATIVES** | **AMOUNT** | **SOCIAL VALUE POINTS** |
| 3.1 Deliver additional climate action benefits in the performance of the contract including working towards net zero greenhouse gas emissions and/or contributing to climate adaption measures. | Environmental Action Plan for the contract | 1 action plan | 30 |
| Environmental Initiatives | 8 hours of support or improvement | 10 |
| 3.2 Initiatives that support climate adaptation and mitigation measures to minimise the effects of climate change. | Climate Adaptation Plan for the Contract | Action Plan | 50 |
| Climate Adaptation Training for the Contract Workforce | 8 hours of training  | 10 |
| Environmental Initiatives for Climate Adaptation | 8 hours of training  | 10 |
| 3.3 Demonstrate action to maintain and enhance biodiversity and promote the resilience of ecosystems by considering environmental protection and improvement in the delivery of the contract, including the supply chain. | Biodiversity Action Plan for the Contract | 1 action plan  | 30 |
| Biodiversity Awareness Training for the Contract Workforce | 8 hours of training  | 10 |
| Environmental Initiatives for Biodiversity and Resilience of Ecosystems | 8 hours of training  | 10 |
| 3.4 Work toward net zero emissions by measuring the contract’s carbon footprint and minimising scope 1, 2 and 3 emissions. | Action Plan for Working Towards net zero emissions, including throughout the supply chain | 1 action plan | 30 |
| Climate change and carbon reduction training for staff | 8 hours of training | 10 |
| Packaging and Waste Action Plan for the contact | 1 action plan | 30 |
| Green transport programme for the contract | 1 programme | 30 |
| 3.5 Initiatives which contribute to improvements of air and water quality and promote nature-based solutions. | Action plan to improve air and water quality and promote nature-based solutions for the contract  | 1 action plan  | 30 |
| Green transport programme for the contract | 1 programme | 30 |
| Environmental initiatives for improving air and water quality and promote nature-based solutions | 8 hours of training  | 10 |
| 3.6 Demonstrate action that supports the circular economy, by minimising waste and extracting the maximum value of resources in the delivery of the contract, including the supply chain. | Circular Economy Action Plan for the Contract | 1 action plan | 30 |
| Waste and Resource Efficiencies in the delivery of the contract | 1 VCSE1 other business/organisation | 3020 |
| Circular Economy training for staff working on the contract | 8 hours of training | 10 |
| 3.7 Assess and minimise the contract’s embodied carbon emissions by minimising use of virgin materials, effective production techniques and effective recovery systems. | Embodied Carbon Reduction Action Plan | 1 action plan | 30 |
| 3.8 Create Green Jobs and relevant training opportunities that contribute towards a just transition by supporting a more resource efficient, greener and low carbon economy. | Paid employment – Green Jobs & Skills  | 52 person weeks FTE  | 75  |
| Paid employment – Green Jobs & Skills – priority group | 52 person weeks FTE  | 90 |
| Unwaged work placements -- Green Jobs & Skills | 4 weeks FTE | 10 |
| Unwaged work placements -- Green Jobs & Skills – priority group | 4 weeks FTE | 15 |
| Skills development and educational attainment - Green Jobs & Skills | 8 hours of support or training | 10 |
| Skills development and educational attainment - Green Jobs & Skills – priority group | 8 hours of support or training | 15 |
| Financial donations to support people within Northern Ireland who face barriers to employment to gain recognised qualifications – Green Jobs and Skills | Contribution of £500 towards attainment of recognised qualifications  | 10*A maximum of [insert percentage] % of the Social Value points required on the Contract can be delivered though this initiatives in line with [insert clause number of relevant initiative].* |  |
| In-work progression and skills development for employees engaged on the contract who are disadvantaged – Green Jobs and Skills | 1 Action Plan | 30 |

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| **THEME 4: Promoting Wellbeing** |
| **SOCIAL VALUE INDICATOR** | **SOCIAL VALUE INITIATIVES** | **AMOUNT** | **SOCIAL VALUE POINTS (pro rata)** |
| 4.1 Build a culture that supports the wellbeing of staff working on the contract.  | Health and wellbeing Action Plan for the Contract Workforce | 1 Action Plan | 50 |
| Wellbeing initiatives to support employees, including those working remotely, on the contract. | 8 hours of support | 10 |
| Mentoring/pastoral support for those employees engaged on the contract who are disadvantaged | 8 hours of support | 10 |
| 4.2 Support the wellbeing of staff, suppliers, customers and communities in the delivery of the contract. | Initiatives to influence suppliers, customers, and communities to support health and wellbeing | 8 hours of support | 10 |
| Initiatives to reduce the stigma of mental illness and increase awareness of health and well-being issues among employees and managers engaged on the Contract. | 8 hours of support | 10 |
| 4.3 Promote and develop arts and cultural related activities relevant to the contract. | Initiatives to promote and develop arts and cultural related activities relevant to the contract | 8 hours of support | 10 |
| 4.4 Support community cohesion and good relations in areas where the contract is delivered, for example, by ensuring people have a voice in decisions that impact them. | Initiatives to support community cohesion and good relations in areas where the contract is delivered. | 8 hours of support | 10 |
| 4.5 Take action to improve equality, diversity and inclusion in the contract's workforce and throughout the supply chain. | Equality, Diversity and Inclusion Action Plan | 1 Action Plan | 30 |
| Equality, diversity & inclusion positive action | 8 hours of initiatives  | 10 |
| 4.6 Support local initiatives to reduce poverty and inequality in the area where the contract is delivered.  | Local initiatives to reduce poverty and inequality in the area where the contract is delivered. | 8 hours of support  | 10 |

**4.0 Contracting Authority’s Priority Groups *[remove if not appropriate]***

For a person to qualify as a member of the Authority’s Priority Groups, the Supplier must ensure that they satisfy one of the following categories

* Click here to enter text.

# THEME 1: INCREASING SECURE EMPLOYMENT AND SKILLS

This theme aims to create employment and training opportunities and contribute to in-work progression and skills development.

# Indicator 1.1 – Create employment, re-training and other return to work opportunities for those furthest from the labour market and / from deprived areas

# Indicator 1.2 Create employment and training opportunities in industries with known skills shortages or in high growth sectors

## X.0 Paid Employment Opportunities

The delivery of paid employment on the contract for people who are furthest from the labour market and / from deprived areas. The Supplier must ensure that they satisfy one of the following categories:

* a person who is in education or has left education in the last 12 months and is seeking employment
* people who are long-term unemployed[[1]](#footnote-1)
* people who have a disability and are seeking employment
* people who are located in deprived areas[[2]](#footnote-2) and are seeking employment
* people who are underrepresented and new to the sector and are seeking employment
* people who meet the conditions of the Authority’s Priority Groups, as set out at clause Click here to enter text. and are seeking employment or
* another person who faces barriers to employment or who is at risk of social exclusion and is seeking employment, as accepted by the Authority, at the Authority’s discretion

**Each employment opportunity can be counted towards the Social Value Points target for up to 52 person weeks**, where the definition of a person-week is the equivalent of one person working for 5 days.

Each employment vacancy must be notified to JobApplyNI ([www.jobapplyni.com](http://www.jobcentreonline.com)) and one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose. Sufficient time must be allowed for information on vacancies to be made available and applications submitted.

**X.1 Support and Training**

Each beneficiary must be:

* provided with the opportunity to obtain training and accreditation relevant to the tasks they are expected to perform;
* asked if they would like to receive support with numeracy, literacy and information technology, and those that do must be signposted to sources of training and accreditation for these Essential Skills; and
* supported in undertaking training e.g. through flexible working arrangements, where practicable;
* supported in developing soft skills relevant to the workplace (e.g. communication, teamworking, time management, problem-solving etc.).

The costs of training and accreditation/registration must be covered by the Supplier either directly or through public or industry sources that they identify.

## X.0 Unwaged work placements

The delivery of unwaged work placements on the contract for:

* people who face barriers to employment and/or who are located in deprived areas[[3]](#footnote-3). This can include, for example, people who are long-term unemployed, people who are located in deprived areas[[4]](#footnote-4), people who have a disability and people who are underrepresented in the contract’s workforce.
* people who meet the Contracting Authority’s priority groups, as set out at Click here to enter text..

The Supplier is to provide work placement participants with meaningful work experience, training and development which will enhance their opportunities for future employment.

Each unpaid work placement opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

The Department of Communities work with employers to offer meaning work placements. Learn more about the support available [here](https://www.nibusinessinfo.co.uk/content/work-experience-programme).

## X.0 Skills development and educational attainment

The delivery of skills development and educational attainment support by the Supplier in areas related to the contract to an education provider or organisation within the Voluntary, Community and Social Enterprise sector to aid the career development of:

* people who are considered to be disadvantaged in the labour market or at risk of social exclusion. This can include, for example, people who are long-term unemployed, people who are located in deprived areas[[5]](#footnote-5), people who have a disability and people who are underrepresented in the contracts workforce.
* people who meet the Contracting Authority’s priority groups, as set out at Click here to enter text..

This support can include, for example, vocational talks, curriculum support, careers guidance, workplace visits, mentoring or as otherwise agreed by the Authority. The Supplier shall agree the scope of activities with the Authority prior to delivery.

Each opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

## X.0 Financial support for skills development and educational attainment

The provision of financial donations by the Supplier to support people within Northern Ireland who face barriers to employment to gain recognised qualifications. This may include, for example, people who are long-term unemployed, young people who are Not in Education, Employment or Training (NEET), people who are located in deprived areas[[6]](#footnote-6) and are new to the sector, people who are from ethnic minority communities and are new to the sector and people from an underrepresented gender group within the sector, or another group who face barriers to employment as agreed with the Authority, at the Authority’s discretion.

The financial support can include donations towards tuition fees and relevant resources (e.g. course textbooks) or as otherwise agreed by the Authority. The Supplier shall agree the scope of financial donations with the Authority prior to delivery.

Each financial support opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/Contractors/find-a-broker/](http://www.socialvalueni.org/Contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

The Supplier cannot claim social value points under this initiative for any training and qualifications provided to the contract workforce.

A maximum of XX% of the social value points required by the Contract may be delivered by providing financial support towards attainment of recognised qualifications for people who face barriers to employment within Northern Ireland.

# Indicator 1.3 – Create employment and training opportunities that support a more resource efficient, greener and low carbon economy

According to DAERA’s Green Growth Strategy, green jobs should focus on developing a low carbon, skilled workforce with more people working in jobs that contribute to climate action and a clean environment.

## X.0 Paid Employment Opportunities – Green Jobs and Skills

The delivery of paid green employment opportunities for people who are furthest from the labour market and/or from deprived areas and/or have experience in industries which are likely to be impacted most by the transition to a low carbon economy. The Supplier must ensure that they satisfy one of the following categories:

* a person who is in education or has left education in the last 12 months and is seeking employment; or
* people who are long-term unemployed[[7]](#footnote-7)
* people who have a disability and are seeking employment
* people who are located in deprived areas[[8]](#footnote-8) and are seeking employment
* people who are underrepresented and new to the sector and are seeking employment
* people who meet the conditions of the Contracting Authority’s Priority Groups, as set out at clause Click here to enter text. and are seeking employment
* another person who faces barriers to employment or who is at risk of social exclusion and is seeking employment, as accepted by the Authority, at the Authority’s discretion

**Each employment opportunity can be counted towards the Social Value Points target for up to 52 person weeks**, where the definition of a person-week is the equivalent of one person working for 5 days.

Each employment vacancy must be notified to JobApplyNI ([www.jobapplyni.com](http://www.jobapplyni.com)) and one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](https://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose. Sufficient time must be allowed for information on vacancies to be made available and applications submitted.

**X.1 Support and Training**

Each beneficiary must be:

* provided with the opportunity to obtain training and accreditation relevant to the tasks they are expected to perform;
* asked if they would like to receive support with numeracy, literacy and information technology, and those that do must be signposted to sources of training and accreditation for these Essential Skills;
* supported in undertaking training e.g. through flexible working arrangements, where practicable; and,
* supported in developing soft skills relevant to the workplace (e.g. communication, teamworking, time management, problem-solving etc.).

The costs of training and accreditation/registration must be covered by the Supplier either directly or through public or industry sources that they identify.

## X.0 Unwaged work placements – Green Jobs & Skills

The delivery of unwaged work experience placements on the contract for:

* people who face barriers to employment and/or who are located in deprived areas[[9]](#footnote-9). This can include people who are long-term unemployed, people who are located in deprived areas, people who have a disability and people who are underrepresented in the contracts workforce.
* people who meet the Contracting Authority’s priority groups, as set out at Click here to enter text..

The Supplier is to provide work placement participants with meaningful work experience, training and development which will enhance their opportunities for future employment. The work placements must focus on the provision of skills, training and technical knowledge required within the field of green jobs focused on contributing to climate action and a clean environment.

Each unpaid work placement opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

The Department of Communities works with employers to offer meaning work placements. Learn more about the support available [here](https://www.nibusinessinfo.co.uk/content/work-experience-programme).

## X.0 Green skills development and educational attainment

The delivery of green skills development and educational attainment support by the Supplier in areas related to the contract to an education provider or organisation within the Voluntary, Community and Social Enterprise sector to aid the career development of:

* people who are considered to be disadvantaged in the labour market or at risk of social exclusion. This can include people who are long-term unemployed, people who have skills and experience in industries which are likely to be negatively impacted by the transition to a low carbon economy, people who are located in deprived areas[[10]](#footnote-10), people who have a disability and people who are underrepresented in the contract workforce.
* people who meet the Authority’s priority groups, as set out at Click here to enter text..

This support can include, for example, formal and informal training focused on the development of green skills, vocational talks focused career development within the green jobs sector, curriculum support in the area of green skills and knowledge, careers guidance on opportunities within the area of green jobs, workplace visits to raise awareness of the opportunities within the green jobs sector, mentoring or as otherwise agreed by the Authority. The Supplier shall agree the scope of activities with the Authority prior to delivery.

Each opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/Contractors/find-a-broker/](http://www.socialvalueni.org/Contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

## X.0 Financial support for skills development and educational attainment – Green Skills and Jobs

The provision of financial donations by the Supplier to support people within Northern Ireland who face barriers to employment to gain recognised qualifications that support a more resource efficient, greener and low carbon economy. This may include, for example, people who are long-term unemployed, young people who are Not in Education, Employment or Training (NEET), people who are located in deprived areas[[11]](#footnote-11) and are new to the sector, people who are from ethnic minority communities and are new to the sector and people from an underrepresented gender group within the sector, or another group who face barriers to employment as agreed with the Authority, at the Authority’s discretion.

The financial support can include donations towards tuition fees and relevant resources (e.g. course textbooks) or as otherwise agreed by the Authority. The Supplier shall agree the scope of financial donations with the Authority prior to delivery.

Each financial support opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/Contractors/find-a-broker/](http://www.socialvalueni.org/Contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

The Supplier cannot claim social value points under this initiative for any training and qualifications provided to the contract workforce.

A maximum of XX% of the social value points required by the Contract may be delivered by providing financial support towards attainment of recognised qualifications for people who face barriers to employment within Northern Ireland.

# Indicator 1.4 – Support in-work progression and educational attainment relevant in the workforce, including training schemes that address skill gaps and result in recognised qualifications, to help people to move into higher paid work by developing new skills

**X.0 In-work progression and skills development for employees who are disadvantaged**

The New Decade, New Approach Deal emphasised the importance of access to good jobs, where workers have a voice that provides a level of autonomy, a decent income, security of tenure, satisfying work in the right quantities and decent working conditions. The Skills Strategy for Northern Ireland (Skills for a 10x Economy) sets out the importance of tackling social and educational inequality, ensuring appropriate pathways are in place to enable all our citizens to reach their potential, benefitting from and contributing to a stronger, more prosperous, more resilient Northern Ireland. Creating good jobs and protecting workers’ rights impacts upon better health and wellbeing by tackling inequalities, building self-efficacy and combating poverty and also helps employers to attract and retain the talent they need to grow and thrive.

The Supplier will develop, implement and maintain an In-work Progression and Skills Development Action Plan to promote and support educational attainment in the contract’s workforce for those employees who are disadvantaged. This could include, for example, people who were long-term unemployed, people who have a disability, looked after children/care leavers and people who are underrepresented in the contract’s workforce. This plan should outline additional actions which are beyond training which is required to deliver the contract.

This should be provided within Click here to enter text. days of contract award and must at least include and address among other things the Supplier’s actions to:

* Understand the issues relating to in-work progression on the contract.
* Promote and encourage employees who are disadvantaged to access training schemes that address skills gaps, result in recognised qualifications and contribute to career progression.
* Provide opportunities for progression for those who are disadvantaged and support employees who are undertaking skills development or management courses;
* Stimulate career development, particularly for those who are considered to be disadvantaged.
* Mentoring support for those who face barriers to employment so that they are supported to remain in the workforce.

The Action Plan must identify:

* the specific in-work progression and skills development initiatives that will be delivered including any relevant targets;
* timeframe for each initiative; and
* Resources allocated to the delivery of each initiative including overall ownership for implementing the In-Work Progression and Skills Development Action Plan.

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the In-work Progression and Skills Development Action Plan and setting out the quarterly actions for the year ahead.

The report shall be in writing and shall detail:

* The steps taken by the Supplier and its subcontractors (if any) to implement the In-work Progression and Skills Development Action Plan on the Contract.
* The number of weeks of training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC or equivalent) that have been completed during the year.
* The number of hours spent to support educational attainment relevant to the contract, including training schemes that address skill gaps and result in recognised qualifications.
* The number of hours mentoring/support provided to employees who are disadvantaged.

The Authority reserves the right to request an updated progress report at interims throughout the Contract.

# Indicator 1.5 – Support in-work progression and training opportunities to help people gain new skills and recognised qualifications that are relevant to a more resource efficient, greener and low carbon economy.

**X.0 In-work progression and green skills development**

DAERA’s Green Growth Strategy describes green jobs as focusing on developing a low carbon, skilled workforce with more people working in jobs that contribute to climate action and a clean environment. The New Decade, New Approach Deal emphasised the importance of access to good jobs, where workers have a voice that provides a level of autonomy, a decent income, security of tenure, satisfying work in the right quantities and decent working conditions. The Skills Strategy for Northern Ireland (Skills for a 10x Economy) sets out the importance of tackling social and educational inequality, ensuring appropriate pathways are in place to enable all our citizens to reach their potential, benefitting from and contributing to a stronger, more prosperous, more resilient Northern Ireland. Creating good jobs and protecting workers’ rights impacts upon better health and wellbeing by tackling inequalities, building self-efficacy and combating poverty and also helps employers to attract and retain the talent they need to grow and thrive.

The Supplier will develop, implement and maintain an In-work Progression and Green Skills Development Action Plan to promote and support educational attainment in the contract’s workforce to help people gain new skills and recognised qualifications that are relevant to a more resource efficient, greener and low carbon economy. This could include, for example, people who were long-term unemployed, people who have a disability, care leavers, people who are underrepresented in the contract’s workforce, and people with skills and experience in industries that are likely to be negatively impacted by the move to a low carbon economy. This plan should outline additional actions which are beyond training which is required to deliver the contract.

This should be provided within Click here to enter text. days of contract award and must at least include and address among other things the Supplier’s actions to:

* Understand the issues relating to in-work progression on the contract.
* Undertake a gap analysis with respect to the contract workforce’s knowledge and experience of green skills
* Promote and encourage employees who are disadvantaged to access training schemes that address green skills gaps, result in recognised qualifications and contribute to career progression in relation to green skills and jobs.
* Provide opportunities for progression for those who are disadvantaged and support employees who are undertaking green skills development or management courses;
* Stimulate career development within green jobs and skills, particularly for those who are considered to be disadvantaged.
* Mentoring support for those who face barriers to employment so that they are supported to remain in the workforce.

The actions should be relevant to Green Jobs and Skills.

The Action Plan must identify:

* the specific in-work progression and green skills development initiatives that will be delivered including any relevant targets;
* timeframe for each initiative; and
* Resources allocated to the delivery of each initiative including overall ownership for implementing the In-Work Progression and Skills Development Action Plan.

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the In-work Progression and Skills Development Action Plan and setting out the quarterly actions for the year ahead.

The report shall be in writing and shall detail:

* The steps taken by the Supplier and its subcontractors (if any) to implement the In-work Progression and Green Skills Development Action Plan on the Contract.
* The number of weeks of green training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC or equivalent) that have been completed during the year
* The number of hours spent to support educational attainment relevant green skills on the contract, including training schemes that address green skill gaps and result in recognised qualifications
* The number of hours mentoring/support provided to employees who are disadvantaged.

The Authority reserves the right to request an updated progress report at interims throughout the Contract.

**Indicator 1.6 – Increase the representation of disabled people in the contract workforce**

**X.0 Paid Employment Opportunities for disabled people**

The delivery of paid employment on the contract for people who have a disability and are seeking employment.

**Each employment opportunity can be counted towards the Social Value Points target for up to 52 person weeks**, where the definition of a person-week is the equivalent of one person working for 5 days.

Each employment vacancy must be notified to Job Apply NI ([www.jobapplyNI.com](http://www.jobapplyNI.com)) and one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose. Sufficient time must be allowed for information on vacancies to be made available and applications submitted.

**X.1 Support and Training**

Each beneficiary must be:

* provided with the opportunity to obtain training and accreditation relevant to the tasks they are expected to perform;
* asked if they would like to receive support with numeracy, literacy and information technology, and those that do must be signposted to sources of training and accreditation for these Essential Skills;
* supported in undertaking training e.g. through flexible working arrangements, where practicable; and
* supported in developing soft skills relevant to the workplace (e.g. communication, teamworking, time management, problem-solving etc.).

The costs of training and accreditation/registration must be covered by the Supplier either directly or through public or industry sources that they identify.

To maximise employment opportunities on the contract for people with a disability suppliers are encouraged to consider positive action measures to address representation of disabled people in the workforce, such as ring fencing jobs, guaranteed interview schemes, job trials, flexible working arrangements: [PositiveActionEmployerGuide.pdf (equalityni.org)](https://www.equalityni.org/ECNI/media/ECNI/Publications/Employers%20and%20Service%20Providers/PositiveActionEmployerGuide.pdf)

**X.0 Positive action outreach plan – disabled people**

The development and delivery of a plan for lawful positive action for the contract which aims to increase applications for employment and training positions on the contract from people who have a disability and are seeking employment. This positive action plan can include, for example, attending meetings and developing partnerships with potential brokers who work with people who have a disability, the preparation and delivery of engagement activities to people who have a disability, a plan to ring-fence employment opportunities for people with a disability, or other activities as agreed by the Authority, at the Authority’s discretion.

You will find further information on lawful positive action from the Equality Commission for Northern Ireland [here](https://www.equalityni.org/Employers-Service-Providers/Recruiting-people-with-disabilities/Positive-action-%281%29). You will find further information on making your services accessible to disabled people [here](https://www.equalityni.org/everycustomercounts). Further detailed guidance on developing and implementing lawful positive action outreach is available from the Equality Commission of NI: [PositiveActionEmployerGuide.pdf (equalityni.org)](https://www.equalityni.org/ECNI/media/ECNI/Publications/Employers%20and%20Service%20Providers/PositiveActionEmployerGuide.pdf)

**Indicator 1.7 – Support disabled people to develop new skills and recognised qualifications**

**X.0 Unwaged work placements for disabled people**

The delivery of unwaged work experience placements on the contract for people who people who have a disability. The Supplier is to provide work placement participants with meaningful work experience, training and development which will enhance their opportunities for future employment.

Each unpaid work placement opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

The Department of Communities works with employers to offer meaning work placements. Learn more about the support available [here](https://www.nibusinessinfo.co.uk/content/work-experience-programme).

**X.0 Skills development and educational attainment for disabled people**

The delivery of skills development and educational attainment support by the Supplier in areas related to the contract to an education provider or organisation within the Voluntary, Community and Social Enterprise sector to aid the career development of people with a disability.

This support can include, for example: vocational talks, curriculum support, careers guidance, workplace visits, mentoring or as otherwise agreed by the Authority. The Supplier shall agree the scope of activities with the Authority prior to delivery.

Each opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contrators/find-a-broker/](http://www.socialvalueni.org/contrators/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

## X.0 Financial support for skills development and educational attainment of disabled people

The provision of financial donations by the Supplier to support disabled people within Northern Ireland who face barriers to employment to gain recognised qualifications.

The financial support can include donations towards tuition fees and relevant resources (e.g. course textbooks) or as otherwise agreed by the Authority. The Supplier shall agree the scope of financial donations with the Authority prior to delivery.

Each financial support opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/Contractors/find-a-broker/](http://www.socialvalueni.org/Contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

The Supplier cannot claim social value points under this initiative for any training and qualifications provided to the contract workforce.

A maximum of XX% of the social value points required by the Contract may be delivered by providing financial support towards attainment of recognised qualifications for people who face barriers to employment within Northern Ireland.

# THEME 2: BUILDING ETHICAL AND RESILIENT SUPPLY CHAINS

This theme aims to tackle employment inequality, reduce the risk of modern slavery and human rights abuses within the supply chain, and promote diverse and secure supply chains.

# Indicator 2.1 – Collaborate with the contract’s supply chain to ensure fair work and workforce diversity throughout the supply chain.

## X.0 Fair Work Charter

The New Decade, New Approach Deal emphasised the importance of access to good jobs, where workers have a voice that provides a level of autonomy, a decent income, security of tenure, satisfying work in the right quantities and decent working conditions. Creating good jobs and protecting workers’ rights impacts upon better health and wellbeing by tackling inequalities, building self-efficacy and combating poverty and also helps employers to attract and retain the talent they need to grow and thrive.

The Supplier will develop, implement and maintain a Fair Work Charter in relation to this contract, including its supply chain, which demonstrates the Supplier’s commitment to ensuring that workers employed on this contract are treated fairly, humanely and equitably. This should be submitted within Click here to enter text. days of contract award.

The Fair Work Charter must at least include and address among other things, how the supplier will:

* provide a decent standard of living and income:
* offer security of contract, including hours;
* foster an environment where workers views are actively sought, listened to and can make a difference;
* give opportunities for all to learn, develop and progress;
* create a healthy and safe environment, where individuals' wellbeing is actively supported;
* enable people to have a good work-life balance; and
* support people to feel valued and respected.

The Supplier shall submit an annual progress report to the Authority. The report shall be in writing and shall detail the actions taken by the Supplier and its subcontractors (if any) to implement the Fair Work Charter in the delivery of the Contract, as well as setting out quarterly actions for the year ahead.

The Authority reserves the right to survey workers on workforce matters such as access to terms and conditions, staff policies such as grievance procedures and how payment for services is managed.

## X.0 Training in Fair Work

The supplier will deliver training in fair work for employees working in a management or supervisory capacity on the contract (including the contract’s supply chain). The training will be designed to inform and support staff to understand fair work requirements and how to ensure that employees on the contract and in the supply chain are treated fairly, humanely and equitably.

The Supplier will establish a relevant baseline of employees understanding of fair work before delivery of each training event and measure and report the impact of the training post-delivery.

The Supplier shall agree the scope of the training with the Authority prior to delivery.

X.0 Equality, diversity and inclusion positive action

The development and delivery of a lawful outreach plan for positive action for the Contract which aims to increase applications for the Contract’s employment opportunities from:

* people who face barriers to employment and/or who are located in deprived areas[[12]](#footnote-12). This can include, for example, people who are long-term unemployed, people who are located in deprived areas[[13]](#footnote-13), people who have a disability and people who are underrepresented in the contract’s workforce.
* people who meet the Contracting Authority’s priority groups, as set out at Click here to enter text..

This can include the preparation of a positive action plan, attending meetings and developing partnerships with potential brokers, the preparation and delivery of engagement activities, or other activities as agreed by the Authority, at the Authority’s discretion.

You will find further information on lawful positive action from the Equality Commission for Northern Ireland [here](https://www.equalityni.org/Employers-Service-Providers/Recruiting-people-with-disabilities/Positive-action-%281%29). Further detailed guidance on developing and implementing lawful positive action outreach is available from the Equality Commission of NI: [PositiveActionEmployerGuide.pdf (equalityni.org)](https://www.equalityni.org/ECNI/media/ECNI/Publications/Employers%20and%20Service%20Providers/PositiveActionEmployerGuide.pdf)

# Indicator 2.2 – Commit to ethical supply chains and practices by identifying and managing risks of modern slavery and human rights abuses in the delivery of the contract, including in the supply chain.

## X.0 Modern Slavery Assessment Tool

As outlined within Procurement Policy Note 05/21 Human Rights in Public Procurement, the NICS recognise the importance of adopting a human rights based approach to public procurement to both prevent human rights violations and abuses and to take an active role in respecting, protecting, and fulfilling human rights.

Doing business with respect for human rights is linked to business opportunities such as: improved employee retention and recruitment rates; greater access to customers and buyers who increasingly value ethical practices; and improved relationships with workers, communities and stakeholders, resulting in a stronger business reputation.

Ensuring supply chains are ethical contributes to sustainable development, protects the human rights of individuals, provides job opportunities and brings families out of poverty. By providing decent work and demanding Suppliers do the same, organisations invest in the future of communities.

Within eight weeks of contract award, the Supplier shall complete the Modern Slavery Assessment Tool[[14]](#footnote-14) to assess the capacity of their organisation to manage and prevent the risks of modern slavery within the supply chain of goods being used on or produced for the Authority’s contract.

MSAT is a modern slavery risk identification and management online tool. MSAT has been designed to help public sector organisations work in partnership with suppliers to improve protections and reduce the risk of exploitation of workers in their supply chains. When suppliers complete the assessment, they will receive a report which will provide recommendations on how to improve their anti-slavery activity and point towards useful guidance and practical tools to help make improvements.

Within Click here to enter text. weeks of completing MSAT, the Supplier will submit a written action plan to the Authority setting out how the Supplier will implement the MSAT recommended improvements and reduce the risk of exploitation of workers in the contract’s supply chains.

Prior to subsequent annual contract reviews, the Supplier will update their answers via the MSAT (which will be prepopulated with their previous answers), to detail the progress made in implementing the MSAT recommended improvements.

The Authority reserves the right to request an updated progress report at interims throughout the contract. The Authority reserves the right to inspect supply chain audits, survey workers on workforce matters such as access to terms and conditions and staff policies such as grievance procedures and request information on how payment for services is managed.

## X.0 Supply Chain Map for the contract

Within Click here to enter text. days of contract commencement, the Supplier shall undertake a supply chain mapping exercise to ascertain where ethical sourcing risks exist within the supply chain of goods being used on the Contract. The supply chain map will include a review of expenditure and a risk assessment on the findings to identify products and/or services where there is a risk of modern slavery, human rights abuses and/or illegal or unethical employment practices within the supply chain.[[15]](#footnote-15)

The supply chain map will be submitted to the Authority for review within Click here to enter text. days of contract commencement.

## X.0 Tackling Modern Slavery Training Initiatives for all employees

The delivery of tackling modern slavery training for all employees working on the contract. The training will be designed to inform and support staff to understand what modern slavery, forced labour and labour exploitation is and how to deter, detect and deal with modern slavery.

The Supplier will establish a relevant baseline of employees understanding of how to deter, detect and deal with modern slavery before delivery of each training event and measure and report the impact of the training post-delivery.

The Supplier shall agree the scope of the training with the Authority prior to delivery.

# Indicator 2.3 – Create a diverse and innovative supply chain to deliver the contract including new businesses and entrepreneurs, start-ups, micro businesses and VCSEs

# Indicator 2.4 Support entrepreneurship and social entrepreneurship, including helping new and small organisations to grow.

# Indicator 2.5 Maximise security of supply, for example by minimising proximity of supply chains to point of delivery

## X.0 Supply chain resilience and capacity

As set out in the Programme for Government, the Executive aim to develop a regionally-balanced economy that is globally competitive and carbon neutral and to build a place where everyone can reach their potential. The Executive’s Green Growth Strategy aims to ensure the sustainability of Northern Ireland’s natural environment, while fostering the necessary conditions for innovation, investment and competition that can give rise to new sources of economic growth, while building resilient ecosystems. By doing so, we can create jobs, reduce carbon, enhance profitability, lower waste, increase efficiency and protect our environment and climate for future generations.

The Supplier will develop, implement and maintain an Action Plan to continuously monitor and improve the supply chain’s resilience and capacity on this Contract. This should be provided within Click here to enter text. days of award of the Contract and must at least include and address among other things the Supplier’s actions to:

* Understand the risks affecting the contract, including those affecting the market, industry, sector and country (of origin or of source), and the actions taken to mitigate and manage them.
* Maximise security of supply on the contract, for example, by minimising proximity of supply chains to point of delivery.
* Explore the development of scalable and future-proofed new methods to modernise delivery and increase productivity.
* Identify and promote opportunities to open sub-contracting under the contract to a diverse range of businesses, including new businesses, entrepreneurs, start-ups, SMEs, VCSEs, minority led/owned ethnic enterprises and mutuals
* Promote and support innovation throughout the supply chain to deliver more sustainable goods and services including circular solutions throughout the supply chain.
* Demonstrate collaboration and knowledge sharing throughout the supply chain to support economic growth and encourage ethical and resilient business.
* Employ low or zero-carbon practices and materials on the contract and support the contract’s supply chain to minimise carbon footprint and emissions.
* Assess risks to resilience of supply, services, assets as a result of known or anticipated climate change including measures undertaken during contract delivery to minimise such risks (e.g. design standards, supply chain management or other)

The Action Plan must identify as a minimum:

* the specific activities that will be implemented including all relevant targets (e.g. target value of subcontracting opportunities to be awarded to new businesses, entrepreneurs, start-ups, SMEs, VCSEs, minority led/owned ethnic enterprises and mutuals;
* timeframe for each activity;
* resources allocated to delivery of each activity including overall ownership; and
* reporting metrics for the Supply Chain and Resilience Action Plan

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the Supply Chain Resilience and Capacity Action Plan and setting out the quarterly actions for the year ahead.

The report shall be in writing and shall detail the steps taken by the Supplier and its subcontractors (if any) to implement the Supply Chain Resilience and Capacity Action Plan on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the Contract.

## X.0 Inclusion of Voluntary/Community organisations, Social, Micro or Minority Ethnic Led/Owned Enterprises in the contract’s supply chain

The Supplier will include Voluntary/Community organisations, micro businesses, social enterprises or minority ethnic led/owned enterprises in the supply chain, in relation to any sub-contracting or other business opportunities available as a result of this contract. The Supplier should ensure this is a meaningful opportunity for the Voluntary/Community organisation, social enterprise, micro business or minority ethnic led/owned enterprise.

Social Enterprise NI (SENI) (<https://www.socialenterpriseni.org>) is the representative body for social enterprises in Northern Ireland. SENI connect, support, develop and sustain vibrant businesses to create social change. SENI can provide advice and guidance to help businesses who want to explore opportunities to work with social enterprises in Northern Ireland.

Any action taken by the Authority or their agents to broker relationships between the Supplier and local individuals/firms/agencies does not imply and should not be deemed to imply that they or their agents consider the individual/firm/agency as suitable for engagement by the Supplier.

## X.0 Business development and knowledge sharing

The Supplier will deliver skilled advice in an area related to the contract to:

* an organisation/organisations within the Voluntary, Community and Social Enterprise (VCSE) sector; or
* micro businesses or
* Minority ethnic led/owned enterprise

This may include mentoring, training, advice or other professional voluntary services or equivalent initiatives as agreed with the Authority, at the Authority’s discretion.

Each skilled advice opportunity should be developed in collaboration with the relevant beneficiary organisation. The Supplier shall agree the scope of activities with the Authority prior to delivery.

Each skilled advice opportunity must be notified to one or more organisations registered on the Social Value Unit’s website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

## X.0 Donation of suitable supplies or tools to help new and small organisations in Northern Ireland to grow

Donation of supplies or tools related to the subject matter of the contract to:

* an organisation within the Voluntary, Community and Social Enterprise (VCSE) sector in Northern Ireland or
* a micro business in Northern Ireland or
* a minority ethnic led/owned enterprise in Northern Ireland.

This may also include the loan of supplies or tools which would normally incur a cost to the organisation, business or enterprise.

The Supplier must work collaboratively with the social value beneficiary to identify which supplies or tools are relevant for their specific operational and service delivery. The Supplier shall agree the scope of the donation with the Authority prior to delivery.

**A maximum of XX% of the social value points required by the Contract may be delivered by donating suitable supplies or tools to help new and small organisations in Northern Ireland to grow.**

# THEME 3: DELIVERING ZERO CARBON

This theme aims to promote environmental benefits, influence environmental protection and improvement and work towards net zero greenhouse gas emissions.

# Indicator 3.1 – Deliver additional climate action benefits in the performance of the contract including working towards net zero greenhouse gas emissions and/or contributing to climate adaptation measures.

## X.0 Environmental Action Plan and Practices

As set out in the Programme for Government, the Executive aim to develop a regionally-balanced economy that is globally competitive and carbon neutral and to build a place where everyone can reach their potential. The Executive’s Green Growth Strategy aims to ensure the sustainability of Northern Ireland’s natural environment, while fostering the necessary conditions for innovation, investment and competition that can give rise to new sources of economic growth, while building resilient ecosystems. By doing so, we can create jobs, reduce carbon, enhance profitability, lower waste, increase efficiency and protect our environment and climate for future generations.

The Supplier will develop a sound proactive environmental approach in the delivery of this Contract, designed to minimise harm to the environment by:

The Supplier will develop a sound proactive environmental approach in the delivery of this Contract, designed to minimise harm to the environment by:

* assigning responsibility for climate related matters to senior management on the contract
* Developing processes and controls to continuously assess and manage climate risks associated with the contract including implementation of climate adaptation measures (e.g. providing products which are resilient to the impacts of climate change)
* provision and / use of energy efficient equipment in the delivery of the contract
* measures to adopt circular economy principles on the contract (by keeping resources in use for as long as possible, extracting maximum value from them, minimizing waste, promoting resource efficiency, and reducing scarce materials in the products used on the contract)
* the use of recycled and/or reusable packaging on the contract
* specific steps taken in the design and manufacture of equipment to work towards net zero greenhouse emissions on the contract
* including environmental requirements within sub-contractor supplier selection processes in relation to the contract
* raising awareness of the environmental impacts related to the Contract amongst the Supplier’s workforce and supply chain and encouraging environmentally conscious behaviours throughout delivery of the contract
* implementation of low or zero carbon practices on the contract

Within XX days of contract award, the Supplier is required to provide the Authority with an Environmental Action Plan detailing their environmental commitments in relation to this Contract. The Action Plan will set out the processes and actions that the Supplier will undertake to deliver additional climate action benefits in the performance of the contract, including working towards net zero greenhouse gas emissions and/or contributing to climate adaptation measures

The Action Plan must identify:

* the specific environmental initiatives that will be delivered including all relevant targets;
* timeframe for each initiative; and resources allocated to delivery of each initiative including overall ownership for the contract’s Environmental Action Plan.

The Supplier shall submit an annual progress report to the Authority, detailing the progress made in relation to the Environmental Action Plan and setting out the quarterly actions for the year ahead. The report shall be in writing and shall detail the steps taken by the Supplier and its subcontractors (if any) to implement the environmental improvements on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the contract.

**The Supplier must provide the mandatory minimum requirements for the Environmental Action Plan listed within the Social Value Points Matrix in clause 3.1 and clause XX of this Schedule.**

## X.0 Environmental Initiatives

The delivery of environmental initiatives in areas related to the Contract designed to influence staff, suppliers, customers and communities through the delivery of the contract to support environmental protection and improvement including implementation of climate adaptation measures.

Activities may include, for example, delivery of training to the contract workforce to promote environmental awareness in the performance of the contract; volunteering opportunities for the contract workforce, e.g. undertaking activities that encourage direct positive impact; supply chain events to raise awareness of environmental issues in relation to the contract; or equivalent initiative as agreed with the Authority, at the Authority’s discretion. The Supplier shall agree the scope of activities with the Authority prior to delivery.

# Indicator 3.2 – Initiatives that support climate adaptation and mitigation measures to minimise the effects of climate change.

## X.0 Climate Adaptation Action Plan for the Contract

The Supplier will develop a sound proactive environmental approach in the delivery of this Contract, designed to ensure the supply of products and services is as climate resilient as is practicable, reflecting known or anticipated climate change impacts that may affect their supply during the lifetime of this contract by:

* Assigning responsibility for climate-related matters at senior management level on the Contract
* Developing processes to continuously assess, manage, and report climate and sustainability risks associated with the Contract
* Mapping the supply chain on the contract to identify any risks to resilience of supply, service delivery or assets, as a result of climate change
* Developing and implementing climate adaptation measures to maintain continuity of services (e.g. product / service design / alternative sourcing)
* Taking action to reduce the environmental impact of the contract (e.g. implementing circular economy principles, using renewable energy on the contract, reducing use of scarce materials etc.)
* Incorporating environmental requirements within subcontractor selection processes and working with appointed subcontractors to establish climate change adaptation objectives, control processes and required actions
* Raising awareness of the environmental impacts related to the Contract amongst the contract workforce and promoting environmentally conscious behaviours
* Demonstrating collaboration and knowledge sharing with the Authority to provide the most up to date information on the risk of climate change on the contract and the mitigating actions being implemented by the Supplier

Within XX days of contract award, the Supplier is required to provide the Authority with a Climate Change Adaptation Plan detailing their environmental commitments in relation to this Contract. The Action Plan will set out the processes and actions that the Supplier will undertake to demonstrate that their activities in relation to this contract show a consideration to the impact of climate change on the delivery of the contract and a commitment to continually monitor and mitigate these risks throughout its supply chain.

The Action Plan must identify:

* the specific initiatives that will be delivered including all relevant targets;
* timeframe for each initiative; and
* resources allocated to delivery of each initiative including overall ownership for the contract’s Climate Change Adaptation Plan.

The Supplier shall submit an annual progress report to the Authority, detailing the progress made in relation to the Climate Change Adaptation Plan and setting out the quarterly actions for the year ahead. The report shall be in writing and shall detail the steps taken by the Supplier and its subcontractors (if any) to implement the climate adaptation measures on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the contract.

## X.0 Climate Adaptation Training for the Contract Workforce

The delivery of climate change and adaptation training for staff working on the contract. The training will be designed to influence and support staff to undertake climate analysis, vulnerability assessment and adaptation planning in relation to the delivery of the Contract. Key knowledge areas should include, as a minimum:

* Understanding the risks to the contract delivery from climate change
* How to develop and embed processes and controls to continuously monitor and mitigate risks through climate adaptation measures.
* Ways to reduce the environmental impact of the Contract.
* Building and maintaining a culture of sustainability across the contract workforce

The Supplier will establish a relevant baseline before delivery of each training event and measure and report the impact of the training post-delivery.

The Supplier shall agree the scope of the training with the Authority prior to delivery.

## X.0 Environmental Initiatives for Climate Adaptation

The delivery of environmental initiatives in areas related to the Contract designed to influence staff, suppliers, customers and communities through the delivery of the contract to support environmental protection and improvement including climate adaptation measures.

Activities may include, for example, delivery of climate adaptation training to the contract workforce to promote environmental awareness in the performance of the contract; volunteering opportunities for the contract workforce, e.g. undertaking activities that encourage direct positive impact in relation to climate adaptation; supply chain events to raise awareness of the known or anticipated climate change impacts that may affect supply during the lifetime of this contract; or equivalent initiative as agreed with the Authority, at the Authority’s discretion. The Supplier shall agree the scope of activities with the Authority prior to delivery.

Each opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

# Indicator 3.3 – Demonstrate action to maintain and enhance biodiversity and promote the resilience of ecosystems by considering environmental protection and improvement in the delivery of the contract, including the supply chain.

## X.0 Biodiversity Action Plan for the Contract

As set out in the Programme for Government, the Executive aim to develop a regionally-balanced economy that is globally competitive and carbon neutral and to build a place where everyone can reach their potential. The Executive’s Green Growth Strategy aims to ensure the sustainability of Northern Ireland’s natural environment, while fostering the necessary conditions for innovation, investment and competition that can give rise to new sources of economic growth, while building resilient ecosystems. By doing so, we can create jobs, reduce carbon, enhance profitability, lower waste, increase efficiency and protect our environment and climate for future generations.

The Supplier will maintain and enhance biodiversity and promote the resilience of ecosystems by considering environmental protection and improvement in the delivery of the contract, including throughout the supply chain by:

* Assigning ownership for climate-related responsibilities at senior level on the Contract
* Developing processes to continuously assess, manage, and mitigate risks to biodiversity through delivery of the contract
* Ensuring materials, procured separately or within products or assets used on the contract, do not derive from vulnerable ecosystems and are legally sourced
* Preventing pollution of air, land and water throughout the delivery of the contract including end of life management stage
* Identifying measures to enhance biodiversity through delivery of the contract
* Implementing measures to adopt circular economy principles on the contract by keeping resources in use as long as possible, extracting maximum value from them, minimizing waste and promoting resource efficiency
* Raising awareness of the biodiversity impacts related to the Contract amongst the Supplier’s workforce and supply chain and influencing behaviour to reduce any negative impacts on the environment in the performance of the contract
* Integrating environmental requirements within sub-contractor selection processes and engaging with appointed subcontractors to establish biodiversity objectives, control processes and required actions
* Demonstrate collaboration and knowledge sharing with the Authority to provide the most up to date information on biodiversity risks associated with delivery of the contract and the mitigating actions being implemented by the Supplier

Within XX days of contract award, the Supplier is required to provide the Authority with a Biodiversity Action Plan detailing their environmental commitments in relation to this Contract. The Action Plan will set out the processes and actions that the Supplier will undertake to demonstrate that their activities in relation to this contract show a consideration to the impact on biodiversity through the delivery of the contract and a commitment to continually monitor and mitigate these risks throughout its supply chain.

The Action Plan must identify:

* the specific initiatives that will be delivered including all relevant targets;
* timeframe for each initiative; and
* resources allocated to delivery of each initiative including overall ownership for the contract’s Biodiversity Action Plan.

The Supplier shall submit an annual progress report to the Authority, detailing the progress made in relation to the Biodiversity Action Plan and setting out the quarterly actions for the year ahead. The report shall be in writing and shall detail the steps taken by the Supplier and its subcontractors (if any) to implement measures on the Contract to protect and enhance biodiversity. The Authority reserves the right to request an updated progress report at interims throughout the contract.

## X.0 Biodiversity Awareness Training for the Contract Workforce

The delivery of biodiversity awareness training for staff working on the contract. The training will be designed to influence and support staff to understand the biodiversity risks and opportunities associated with the contract and the resilience of ecosystems, including throughout the contract’s supply chain. Key knowledge areas should include, as a minimum:

* Understanding the biodiversity risks and opportunities associated with the contract, including throughout the supply chain
* How to develop processes and controls to continuously maintain and enhance biodiversity and promote resilience of ecosystems
* Take action to maintain and enhance biodiversity and promote resilience of ecosystems throughout the contract supply chain.
* Building and maintaining a culture of sustainability across the contract workforce

The Supplier will establish a relevant baseline before delivery of each training event and measure and report the impact of the training post-delivery.

The Supplier shall agree the scope of the training with the Authority prior to delivery.

## X.0 Environmental Initiatives for Biodiversity and Resilience of Ecosystems

The delivery of environmental initiatives in areas related to the Contract designed to influence staff, suppliers, customers and communities through the delivery of the contract to maintain and enhance biodiversity and promote resilience of ecosystems.

Activities may include, for example, delivery of training to the contract workforce to promote biodiversity awareness in the performance of the contract; volunteering opportunities for the contract workforce, e.g. undertaking activities that encourage direct positive impact in relation to biodiversity and resilience of ecosystems; supply chain events to raise awareness of biodiversity risks and opportunities in relation to the contract; or equivalent initiative as agreed with the Authority, at the Authority’s discretion. The Supplier shall agree the scope of activities with the Authority prior to delivery.

Each opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

# Indicator 3.4 – Work toward net zero emissions by measuring the contract’s carbon footprint and minimising scope 1, 2 and 3 emissions.

## X.0 Action Plan for Working Towards net zero emissions, including throughout the supply chain

The Supplier will develop, implement and maintain an action plan to continuously measure and reduce the carbon footprint and emissions across the contract, including its supply chain. This should be provided within Click here to enter text. days of award of the Contract and must at least include and address, among other things, the Supplier’s actions to:

* Measuring the contract’s carbon footprint and minimising scope 1, 2 and 3 emissions
* Establish targets for continuously reducing the carbon footprint and emissions across the contract’s operations and supply chain including details of carbon reduction initiatives.
* Employ low or zero-carbon practices and materials on the contract and support the contract’s supply chain to minimise carbon footprint and emissions.
* Modernise delivery by increasing circular solutions throughout the contract’s operations and its supply chain.
* Promote and support innovation throughout the supply chain to deliver more sustainable goods and services.
* Demonstrate collaboration and knowledge sharing throughout the supply chain to minimise carbon footprint and emissions throughout the supply chain for the contract

The Action Plan must identify:

* the specific environmental initiatives that will be delivered including all relevant targets;
* timeframe for each initiative; and
* resources allocated to delivery of each initiative including overall ownership for the contract’s Action Plan for Working Towards Net Zero Emissions, including throughout the supply chain.

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the Action Plan for Working Towards Net Zero Emissions and setting out the quarterly actions for the year ahead.

The report shall be in writing and shall detail the steps taken by the Supplier and its sub-Suppliers (if any) to implement the Action Plan for Working Towards Net Zero Emissions on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the Contract.

## X.0 Climate change and carbon reduction training for staff

The delivery of climate change and carbon reduction training for staff working on the contract. The climate change and carbon reduction training will be designed to influence and support staff to support environmental protection and improvement, reduce waste and work towards net zero greenhouse gas emissions.

The Supplier will establish a relevant baseline before delivery of each training event and measure and report the impact of the training post-delivery.

The Supplier shall agree the scope of the training with the Authority prior to delivery.

## X.0 Packaging and Waste Action Plan for the contact

Statistics from Keep Northern Ireland Beautiful[[16]](#footnote-16) showed that there were 1.3 million pieces of litter on our streets at any one time, equating to 28 tonnes of rubbish, resulting in an annual clean-up bill of £45 million. A total of 71% of all waste collected was made up of plastics, much of which can end up in landfill and pollution of waterways and oceans. These figures demonstrate the need to further reduce single use plastics and encourage the use of recycled materials in packaging.

The Supplier will develop, implement and maintain a packaging and waste action plan to continuously monitor and reduce packaging and waste throughout the delivery of this Contract. This should be provided within Click here to enter text. days of award of the Contract and must at least include and address among other things:

* + baseline measurements of the packaging used and waste produced through the current contract delivery arrangements;
	+ the actions the Supplier will undertake to minimise packaging and waste in the production, processing and transport elements of the contract by reviewing their onsite operations and by engaging with the supply chain
	+ the actions the Supplier will undertake to use the most efficient transport and delivery arrangements;
	+ the actions the Supplier will undertake to reduce the consumption of resources, in particular the use of single use plastic;
	+ the actions the Supplier will undertake to include circular solutions to reduce packaging and waste;
* how the Supplier will monitor and measure the impact of the actions they are taking to minimise packaging and waste;
* how the Supplier will review and revise the actions they are taking with suitable regularity to continue to reduce packaging and waste wherever possible;
* how the Supplier will feedback on progress and results to the Authority.

The Action Plan must identify:

* the specific packaging and waste initiatives that will be delivered including all relevant targets;
* timeframe for each initiative; and
* resources allocated to delivery of each initiative including overall ownership for the contract’s Action Plan for Reducing Packaging and Waste.

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the Packaging and Waste Action Plan, including baseline measurements, and setting out the quarterly actions for the year ahead.

The report shall be in writing and shall detail the steps taken by the Supplier and its subcontractors (if any) to implement the Packaging and Waste Action Plan on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the Contract.

## X.0 Green transport programme for the contract

The Supplier will develop, implement and maintain a Green Transport Programme for the contract to reduce carbon emissions, promote sustainable travel and support employees’ health and wellbeing.

The Green Transport Programme should be provided within Click here to enter text. days of award of the Contract and must at least include and address among other things the Supplier’s actions to:

* Establish a relevant baseline before delivery of each Green Transport initiative to enable reporting of the impact of each initiative post-delivery
* Reduce the miles driven via petrol and diesel vehicles included on the contract and/or increase the miles driven using low or no emission vehicles included on the contract
* Reduce the freight miles included on the contract as part of a green logistics plan
* Raise awareness of the positive impacts of sustainable travel amongst the Supplier’s workforce and encourage uptake of sustainable travel options

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the Green Transport Programme and setting out the quarterly actions for the year ahead. The report shall be in writing and shall detail the steps taken by the Supplier and its sub-Suppliers (if any) to implement the Green Transport Programme on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the Contract.

# Indicator 3.5 – Initiatives which contribute to improvements of air and water quality and promote nature-based solutions.

# X.0 Action plan to improve air and water quality and promote nature-based solutions for the Contract

The Supplier will develop a sound proactive environmental approach in the delivery of this Contract, designed to contribute to improvements of air and water quality and promote nature-based solutions during the lifetime of this contract by:

* Assigning responsibility for climate-related matters on the contract at senior management level
* Measures to reduce water consumption in the delivery of the contract.
* Measures to adopt circular economy principles on the contract by keeping resources in use as long as possible, extracting maximum value from them, minimizing waste and promoting resource efficiency.
* Reduction of scarce materials in the products used on the contract.
* Use of sustainable travel methods in the delivery of the contract
* Awareness and training events on environmental issues related to the contract for the Supplier’s workforce, supply chain and authority.
* Activities to enhance the natural environment
* Activities to increase biodiversity.
* Measures to improving air quality.
* Activities to implement nature-based solutions relevant to the contract

Within Click here to enter text. days of contract award, the Supplier is required to provide the Authority with an Action Plan to Improve Water and Air levels detailing their environmental commitments in relation to this Contract including use of nature-based solutions. The Action Plan will set out the processes and actions that the Supplier will undertake to demonstrate that their activities in relation to this contract show a consideration to the impact of climate change on the delivery of the contract and a commitment to continually monitor and mitigate these risks throughout its supply chain.

The Action Plan must identify:

* the specific initiatives that will be delivered including all relevant targets;
* timeframe for each initiative; and
* resources allocated to delivery of each initiative including overall ownership for the contract’s Action Plan to Improve Water and Air Quality.

The Supplier shall submit an annual progress report to the Authority, detailing the progress made in relation to the Action Plan to Improve Air and Water and setting out the quarterly actions for the year ahead. The report shall be in writing and shall detail the steps taken by the Supplier and its subcontractors (if any) to implement the measures to improve air and water quality levels on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the contract.

## X.0 Green transport programme for the contract

The Supplier will develop, implement and maintain a Green Transport Programme for the contract to reduce carbon emissions, promote sustainable travel and support employees’ health and wellbeing.

The Green Transport Programme should be provided within Click here to enter text. days of award of the Contract and must at least include and address among other things the Supplier’s actions to:

* Establish a relevant baseline before delivery of each Green Transport initiative to enable reporting of the impact of each initiative post-delivery
* Reduce the miles driven via petrol and diesel vehicles included on the contract and/or increase the miles driven using low or no emission vehicles included on the contract
* Reduce the freight miles included on the contract as part of a green logistics plan
* Raise awareness of the positive impacts of sustainable travel amongst the Supplier’s workforce and encourage uptake of sustainable travel options

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the Green Transport Programme and setting out the quarterly actions for the year ahead. The report shall be in writing and shall detail the steps taken by the Supplier and its sub-Suppliers (if any) to implement the Green Transport Programme on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the Contract.

## X.0 Environmental Initiatives for Improving Air and Water Quality Levels and Promote Nature-Based Solutions

The delivery of environmental initiatives in areas related to the Contract designed to influence staff, suppliers, customers and communities through the delivery of the contract to contribute to improvements of air and water quality and promote nature-based solutions.

Activities may include, for example: delivery of training to the contract workforce to promote environmental awareness in the performance of the contract and promote nature-based solutions; volunteering opportunities for the contract workforce, e.g. undertaking activities that encourage direct positive impact in relation to improving air and water quality; supply chain events to raise awareness of the known or anticipated impacts to air and water quality that may affect supply during the lifetime of this contract; or equivalent initiative as agreed with the Authority, at the Authority’s discretion. The Supplier shall agree the scope of activities with the Authority prior to delivery.

Each opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

# Indicator 3.6 – Demonstrate action that supports the circular economy, by minimising waste and extracting the maximum value of resources in the delivery of the contract, including the supply chain.

## X.0 Circular Economy Action Plan for the contract

As set out in the Programme for Government, the Executive aim to develop a regionally-balanced economy that is globally competitive and carbon neutral and to build a place where everyone can reach their potential. The Executive’s Green Growth Strategy aims to ensure the sustainability of Northern Ireland’s natural environment, while fostering the necessary conditions for innovation, investment and competition that can give rise to new sources of economic growth, while building resilient ecosystems. By doing so, we can create jobs, reduce carbon, enhance profitability, lower waste, increase efficiency and protect our environment and climate for future generations.

The Supplier will develop a sound proactive environmental approach in the delivery of this Contract, designed to adopt circular economy principles by keeping resources in use as long as possible, extracting maximum value from them, minimizing waste and promoting resource efficiency by:

* Implementing circular economy commitments through extending the useful life of products used in the supply chain to deliver this Contract, through relevant durability, repairability and upgradability features of the products, the provision of detailed care instructions to extend the life of the products, and repair and re-use where appropriate
* Delivering circular economy training for staff to raise awareness of the importance of responsible consumption practices and opportunities for circularity on the contract
* Minimising [so far as reasonably practicable] the volume of resources needed to deliver the services / products and design the services / products with the aim of reducing the carbon footprint of the contract
* Maximising [so far as reasonably practicable] the volume of secondary raw materials derived from recycled sources used to manufacture the products required to deliver the contract
* Ensuring [so far as reasonably practicable] that products used in the delivery of the services are not coated with, do not contain or are not otherwise treated with chemicals or treatments which prevent or make it harder to be recycled when it becomes an End-of-Life Product
* Reducing scarce materials in the products used on the contract
* Using reusable, recycled and recyclable packaging on the contract
* Including environmental requirements within sub-contractor supplier selection processes in relation to the contract
* Demonstrating collaboration and knowledge sharing with the Authority to provide the most up to date information on the circular economy opportunities on the contract

Within Click here to enter text. days of contract award, the Supplier is required to provide the Authority with a Circular Economy Action Plan detailing their environmental commitments in relation to this Contract. The Action Plan will set out the processes and actions that the Supplier will undertake to demonstrate that their activities in relation to this contract show a consideration to the environment and a commitment to embed circular economy principles across the services and / supplies provided or used in the delivery of the contract to continually reduce the Supplier’s impact on the environment throughout its supply chain.

The Action Plan must identify:

* the specific environmental initiatives that will be delivered including all relevant targets;
* timeframe for each initiative; and
* resources allocated to delivery of each initiative including overall ownership for the contract’s Environmental Action Plan.

The Supplier shall submit an annual progress report to the Authority, detailing the progress made in relation to the Circular Economy Action Plan and setting out the quarterly actions for the year ahead. The report shall be in writing and shall detail the steps taken by the Supplier and its subcontractors (if any) to implement the environmental improvements on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the contract.

## X.0 Waste and Resource Efficiencies in the delivery of the contract

Moving towards a more circular economy will reduce our demand for virgin materials and reduce our greenhouse gas emissions, by keeping resources in use as long as possible, extracting maximum value from them, minimizing waste and promoting resource efficiency. Companies that manage their business waste efficiently achieve significant cost and energy savings. In doing so they also make a contribution to tackling climate change. Reuse, repair, remanufacture and recycle are key components of the circular economy with the focus being to retain as much value as possible in line with the waste hierarchy.

The Supplier will take measures to actively reduce waste and transfer business waste, unwanted materials and by-products (both bio-based and technical materials) from the contract’s supply chain to be reused, repaired recycled, reprocessed and repackaged by another organisation.

Reuse and repair organisations work to do more with less, to make better use of available resources and to reduce waste while promoting new forms of employment and tackling inequality. A directory of reuse and repair organisations can be found at [www.ni-rn.com/reuse-and-repair-near-me/](http://www.ni-rn.com/reuse-and-repair-near-me/).

Invest NI’s Resource Matching Service (<https://www.investni.com/support-for-business/resource-matching-service>) provide advice and guidance to help businesses achieve resource matching solutions specific to their resource and waste management needs.

Any action taken by the Authority or their agents to broker relationships between the Supplier and local individuals/firms/agencies does not imply and should not be deemed to imply that they or their agents consider the individual/firm/agency as suitable for engagement by the Supplier.

## X.0 Circular Economy training for staff working on the contract

The delivery of circular economy training for staff working on the contract. The training will be designed to influence and upskill staff to take action that supports the circular economy, by minimising waste and extracting the maximum value of resources in the delivery of the contract, including throughout the supply chain. Knowledge areas should include, as a minimum:

* Understanding the circular economy and how to take action to implement circularity on the contract
* Knowledge of responsible consumption practices to reduce waste and work towards net zero greenhouse gas emissions
* Building and maintaining a culture of sustainability across the contract workforce

The Supplier will establish a relevant baseline before delivery of each training event and measure and report the impact of the training post-delivery.

The Supplier shall agree the scope of the training with the Authority prior to delivery.

# Indicator 3.7 – Assess and minimise the contract’s embodied carbon emissions by minimising use of virgin materials, effective production techniques and effective recovery systems.

## X.0 Embodied Carbon Reduction Action Plan

The Supplier will develop, implement and maintain an action plan to continuously assess and minimise embodied carbon the on this Contract. This should be provided within Click here to enter text. days of award of the Contract and must at least include and address among other things the Supplier’s actions to:

* Incorporate methods to minimise embodied carbon levels within design making decisions including reuse of buildings, choice of materials etc.
* Develop specifications to minimise embodied carbon levels on the contract
* Implement measures to adopt circular economy principles on the contract by keeping resources in use as long as possible, extracting maximum value from them, minimizing waste and promoting resource efficiency
* Promote and support innovation throughout the supply chain to assess and minimise embodied carbon levels on the contract.
* Demonstrate collaboration and knowledge sharing throughout the supply chain to assess and minimise embodied carbon levels on the contract.

The Action Plan must identify:

* the specific environmental initiatives that will be delivered to reduce embodied carbon levels including all relevant targets;
* timeframe for each initiative; and
* resources allocated to delivery of each initiative including overall ownership for the contract’s Embodied Carbon Reduction Action Plan.

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the Embodied Carbon Reduction Action Plan and setting out the quarterly actions for the year ahead.

The report shall be in writing and shall detail the steps taken by the Supplier and its subcontractors (if any) to implement the Embodied Carbon Reduction Action Plan on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the Contract.

# Indicator 3.8 Create Green Jobs and relevant training opportunities that contribute towards a just transition by supporting a more resource efficient, greener and low carbon economy.

According to DAERA’s Green Growth Strategy, green jobs should focus on developing a low carbon, skilled workforce with more people working in jobs that contribute to climate action and a clean environment.

## X.0 Paid Employment Opportunities – Green Jobs and Skills

The delivery of paid green employment opportunities for people who are furthest from the labour market and/or from deprived areas and/or have experience in industries which are likely to be impacted most by the transition to a low carbon economy. The Supplier must ensure that they satisfy one of the following categories:

* a person who is in education or has left education in the last 12 months and is seeking employment; or
* people who are long-term unemployed[[17]](#footnote-17)
* people who have a disability and are seeking employment
* people who are located in deprived areas[[18]](#footnote-18) and are seeking employment
* people who are underrepresented and new to the sector and are seeking employment
* people who meet the conditions of the Contracting Authority’s Priority Groups, as set out at clause Click here to enter text. and are seeking employment
* another person who faces barriers to employment or who is at risk of social exclusion and is seeking employment, as accepted by the Authority, at the Authority’s discretion

**Each employment opportunity can be counted towards the Social Value Points target for up to 52 person weeks**, where the definition of a person-week is the equivalent of one person working for 5 days.

Each employment vacancy must be notified to JobApplyNI ([www.jobapplyni.com](http://www.jobapplyni.com)) and one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](https://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose. Sufficient time must be allowed for information on vacancies to be made available and applications submitted.

**X.1 Support and Training**

Each beneficiary must be:

* provided with the opportunity to obtain training and accreditation relevant to the tasks they are expected to perform;
* asked if they would like to receive support with numeracy, literacy and information technology, and those that do must be signposted to sources of training and accreditation for these Essential Skills;
* supported in undertaking training e.g. through flexible working arrangements, where practicable; and,
* supported in developing soft skills relevant to the workplace (e.g. communication, teamworking, time management, problem-solving etc.).

The costs of training and accreditation/registration must be covered by the Supplier either directly or through public or industry sources that they identify.

## X.0 Unwaged work placements – Green Jobs & Skills

The delivery of unwaged work experience placements on the contract for:

* people who face barriers to employment and/or who are located in deprived areas[[19]](#footnote-19). This can include people who are long-term unemployed, people who are located in deprived areas, people who have a disability and people who are underrepresented in the contracts workforce.
* people who meet the Contracting Authority’s priority groups, as set out at Click here to enter text..

The Supplier is to provide work placement participants with meaningful work experience, training and development which will enhance their opportunities for future employment. The work placements must focus on the provision of skills, training and technical knowledge required within the field of green jobs focused on contributing to climate action and a clean environment.

Each unpaid work placement opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/contractors/find-a-broker/](http://www.socialvalueni.org/contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

The Department of Communities works with employers to offer meaning work placements. Learn more about the support available [here](https://www.nibusinessinfo.co.uk/content/work-experience-programme).

## X.0 Skills development and educational attainment – Green Jobs and Skills

The delivery of green skills development and educational attainment support by the Supplier in areas related to the contract to an education provider or organisation within the Voluntary, Community and Social Enterprise sector to aid the career development of:

* people who are considered to be disadvantaged in the labour market or at risk of social exclusion. This can include people who are long-term unemployed, people who have skills and experience in industries which are likely to be negatively impacted by the transition to a low carbon economy, people who are located in deprived areas[[20]](#footnote-20), people who have a disability and people who are underrepresented in the contract workforce.
* people who meet the Authority’s priority groups, as set out at Click here to enter text..

This support can include, for example, formal and informal training focused on the development of green skills, vocational talks focused career development within the green jobs sector, curriculum support in the area of green skills and knowledge, careers guidance on opportunities within the area of green jobs, workplace visits to raise awareness of the opportunities within the green jobs sector, mentoring or as otherwise agreed by the Authority. The Supplier shall agree the scope of activities with the Authority prior to delivery.

Each opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/Contractors/find-a-broker/](http://www.socialvalueni.org/Contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

## X.0 Financial support for skills development and educational attainment – Green Skills and Jobs

The provision of financial donations by the Supplier to support people within Northern Ireland who face barriers to employment to gain recognised qualifications that support a more resource efficient, greener and low carbon economy. This may include, for example, people who are long-term unemployed, young people who are Not in Education, Employment or Training (NEET), people who are located in deprived areas[[21]](#footnote-21) and are new to the sector, people who are from ethnic minority communities and are new to the sector and people from an underrepresented gender group within the sector, or another group who face barriers to employment as agreed with the Authority, at the Authority’s discretion.

The financial support can include donations towards tuition fees and relevant resources (e.g. course textbooks) or as otherwise agreed by the Authority. The Supplier shall agree the scope of financial donations with the Authority prior to delivery.

Each financial support opportunity must be notified to one or more organisations registered on the Social Value Unit website ([www.socialvalueni.org/Contractors/find-a-broker/](http://www.socialvalueni.org/Contractors/find-a-broker/)) and/or equivalent agencies named by or agreed with the Authority for this purpose.

The Supplier cannot claim social value points under this initiative for any training and qualifications provided to the contract workforce.

A maximum of XX% of the social value points required by the Contract may be delivered by providing financial support towards attainment of recognised qualifications for people who face barriers to employment within Northern Ireland.

**X.0 In-work progression and skills development – Green Jobs and Skills**

DAERA’s Green Growth Strategy describes green jobs as focusing on developing a low carbon, skilled workforce with more people working in jobs that contribute to climate action and a clean environment. The New Decade, New Approach Deal emphasised the importance of access to good jobs, where workers have a voice that provides a level of autonomy, a decent income, security of tenure, satisfying work in the right quantities and decent working conditions. The Skills Strategy for Northern Ireland (Skills for a 10x Economy) sets out the importance of tackling social and educational inequality, ensuring appropriate pathways are in place to enable all our citizens to reach their potential, benefitting from and contributing to a stronger, more prosperous, more resilient Northern Ireland. Creating good jobs and protecting workers’ rights impacts upon better health and wellbeing by tackling inequalities, building self-efficacy and combating poverty and also helps employers to attract and retain the talent they need to grow and thrive.

The Supplier will develop, implement and maintain an In-work Progression and Green Skills Development Action Plan to promote and support educational attainment in the contract’s workforce to help people gain new skills and recognised qualifications that are relevant to a more resource efficient, greener and low carbon economy. This could include, for example, people who were long-term unemployed, people who have a disability, care leavers, people who are underrepresented in the contract’s workforce, and people with skills and experience in industries that are likely to be negatively impacted by the move to a low carbon economy. This plan should outline additional actions which are beyond training which is required to deliver the contract.

This should be provided within Click here to enter text. days of contract award and must at least include and address among other things the Supplier’s actions to:

* Understand the issues relating to in-work progression on the contract.
* Undertake a gap analysis with respect to the contract workforce’s knowledge and experience of green skills
* Promote and encourage employees who are disadvantaged to access training schemes that address green skills gaps, result in recognised qualifications and contribute to career progression in relation to green skills and jobs.
* Provide opportunities for progression for those who are disadvantaged and support employees who are undertaking green skills development or management courses;
* Stimulate career development within green jobs and skills, particularly for those who are considered to be disadvantaged.
* Mentoring support for those who face barriers to employment so that they are supported to remain in the workforce.

The actions should be relevant to Green Jobs and Skills.

The Action Plan must identify:

* the specific in-work progression and green skills development initiatives that will be delivered including any relevant targets;
* timeframe for each initiative; and
* Resources allocated to the delivery of each initiative including overall ownership for implementing the In-Work Progression and Skills Development Action Plan.

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the In-work Progression and Skills Development Action Plan and setting out the quarterly actions for the year ahead.

The report shall be in writing and shall detail:

* The steps taken by the Supplier and its subcontractors (if any) to implement the In-work Progression and Green Skills Development Action Plan on the Contract.
* The number of weeks of green training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC or equivalent) that have been completed during the year
* The number of hours spent to support educational attainment relevant green skills on the contract, including training schemes that address green skill gaps and result in recognised qualifications
* The number of hours mentoring/support provided to employees who are disadvantaged.

The Authority reserves the right to request an updated progress report at interims throughout the Contract.

# THEME 4: PROMOTING WELLBEING

This theme aims to improve the health and wellbeing of the contract workforce, tackle employment inequality, contribute to in-work progression and skills development, and improve community integration.

**Indicator 4.1 – Build a culture that supports the wellbeing of staff working on the contract**

**X.0 Health and Wellbeing Action Plan for the Contract Workforce**

The Public Health Agency (PHA) recognises that using the workplace as a setting to promote and support health and wellbeing makes good business sense and has many benefits for both employers and employees. According to the World Health Organisation, the definition of a healthy workforce is: ‘... one in which workers and managers collaborate to use a continual improvement process to protect and promote the health, safety and wellbeing of all workers and the sustainability of the workplace’.[[22]](#footnote-22)

The [Mental Health Charter](https://www.equalityni.org/MentalHealthCharter) for employers and service providers provides a framework for working towards mentally healthy workplaces and has been jointly produced by the Equality Commission NI, Action Mental Health, Disability Action, Mindwise, Mental Health Foundation and Niamh.

The Supplier will develop, implement and maintain a Health and Wellbeing Action Plan to continuously support and improve the wellbeing of employees engaged on this Contract.[[23]](#footnote-23) through addressing the specific wellbeing risks and/or opportunities on the contract.

The action plan should be provided within Click here to enter text. days of award of the Contract and must at least include and address among other things the Supplier’s actions to:

* embedding health and wellbeing within the business practices and working culture on the contract;
* engage with employees working on the contract to determine the most important health and wellbeing issues to address;
* measure employee engagement levels on the contract and use results to continuously improve health and wellbeing activities;
* promote and foster a healthy work-life balance (e.g. deploying adequate resources on the contract, managing employee workload levels, encouraging employees to finish work on time, take their breaks, holidays and accommodate flexible working etc.)
* implement measures to improve employee retention levels;
* reduce stigma, increase awareness of health and well-being issues and provide adequate training for employees and managers engaged on the Contract;
* ensure a safe and healthy physical work environment on the Contract;
* promote a positive psychosocial work environment and prevent stress at work;
* support employees to use personal health resources in the workplace and adopt a healthier lifestyle;
* support the health and wellbeing of employees working remotely on the contract;
* wellbeing initiatives beyond the workplace (e.g. couple counselling, post-trauma support, etc.);
* initiatives to engage people in health interventions (e.g. smoking cessation, healthy eating, exercise, addiction treatment and support etc.);
* support all employees working on the Contract, including those with mental health problems, to remain in and thrive through work; and
* linking health and wellbeing with diversity and inclusion practices (e.g. gender pay gap, flexible working, employee support groups etc.)

The Action Plan must identify:

* the health and wellbeing risks and opportunities associated with the contract;
* the specific health and wellbeing initiatives that will be delivered including all relevant targets;
* timeframe for each initiative;
* resources allocated to the delivery of each initiative including overall ownership of the Health and Wellbeing Action Plan for the contract; and
* mechanisms to review the effectiveness of the health and wellbeing practices and ensure continuous improvement throughout the lifetime of the contract.

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the Health and Wellbeing Action Plan and setting out the quarterly actions for the year ahead. The report shall be in writing and shall detail the steps taken by the Supplier and its sub-contractors (if any) to implement the Health and Wellbeing Action Plan on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the contract.

## X.0 Wellbeing initiatives to support employees including those working remotely on the contract.

The Public Health Agency (PHA) recognises that using the workplace as a setting to promote and support health and wellbeing makes good business sense and has many benefits for both employers and employees. According to the World Health Organisation, the definition of a healthy workforce is: ‘... one in which workers and managers collaborate to use a continual improvement process to protect and promote the health, safety and wellbeing of all workers and the sustainability of the workplace’.[[24]](#footnote-24)

The Supplier will deliver initiatives that are designed to support the wellbeing of employees working on the contract, including those who are working remotely. These initiatives should address specific wellbeing risks and/or opportunities on the contract.

 Initiatives can include, for example:

* Initiatives to build a culture of wellbeing for the contract workforce by for example offering flexible working arrangements, creating a staff wellbeing committee, delivering initiatives to foster continuous improvement.
* workplace wellbeing initiatives (e.g. financial literacy sessions, counselling support, stress management courses, post-trauma support.);
* initiatives to engage people in health interventions (e.g. smoking cessation, healthy eating, exercise, addiction treatment and support etc.);
* mental health awareness training for managers and/or mental health champion training for staff;
* allocating time for employees to volunteer in the community during working hours;[[25]](#footnote-25)
* equivalent initiative as agreed with the Authority, at the Authority’s discretion.

The [Mental Health Charter](https://www.equalityni.org/MentalHealthCharter) for employers and service providers provides a framework for working towards mentally healthy workplaces and has been jointly produced by the Equality Commission NI, Action Mental Health, Disability Action, MindWise, Mental Health Foundation and Inspire.

## X.0 Mentoring/pastoral support for those employees engaged on the contract who are disadvantaged

The supplier will deliver mentoring/pastoral support for those employees engaged on the contract who are disadvantaged. This could include, for example, people who were long-term unemployed, people who have a disability, looked after children/care leavers and people who are underrepresented in the contract’s workforce.

The supplier shall deliver mentoring/pastoral support initiatives which will support the employee to address issues which may be a barrier to their ability to remain in employment. The Supplier shall agree the scope of activities with the Authority prior to delivery.

**Indicator 4.2 – Support the wellbeing of staff, suppliers, customers and communities in the delivery of the contract**

## X.0 Initiatives to influence suppliers, customers, and communities to support health and wellbeing

The Supplier will deliver initiatives that are designed to influence suppliers, customers and communities through the delivery of the contract to support wellbeing, including physical and mental health.

Initiatives must focus on the wellbeing risks and opportunities on the contract and allow for codesign and coproduction with the intended beneficiaries.

Initiatives may include, for example, training, advice or other equivalent initiatives e.g. physical activities for adults and children in the community, actions taken to support older, disabled and vulnerable people to build stronger community networks (befriending schemes, digital inclusion clubs etc.) or equivalent initiative as agreed with the Authority, at the Authority’s discretion. Initiatives can be run in partnership with an organisation from the Voluntary, Community and Social Enterprise sector or as part of a company programme.

The [Mental Health Charter](https://www.equalityni.org/MentalHealthCharter) for employers and service providers provides a framework for working towards mentally healthy workplaces and has been jointly produced by the Equality Commission NI, Action Mental Health, Disability Action, MindWise, Mental Health Foundation and Inspire.

## X.0 Initiatives to reduce the stigma of mental illness and increase awareness of health and well-being issues among employees and managers engaged on the Contract.

The Supplier will deliver initiatives to reduce the stigma of mental illness and increase awareness of health and well-being issues among employees and managers engaged on the Contract. These initiatives will be designed to support all employees working on the Contract, including those with mental health problems, to remain in and thrive through work.

This may include, for example, initiatives to identify and understand issues relating to physical and mental health in the contract workforce, management training, support groups, awareness raising events or other equivalent initiatives as agreed with the Authority, at the Authority’s discretion.

# Indicator 4.3 Promote and develop arts and cultural related activities relevant to the contract

## X.0 Initiatives to promote and develop arts and cultural related activities relevant to the contract

The Supplier will support initiatives to promote and develop arts and cultural related activities relevant to the contract. Initiatives could include, for example:

* Community engagement activities to determine the most relevant arts or cultural related activities for the contract.
* Activities to promote the arts or cultural related activities to community groups.
* Activities to promote supply chain opportunities related to the arts or cultural related activities to micro businesses, social enterprises or organisations within the arts, cultural and heritage sectors.

The supplier shall agree the scope of the activities with the Authority prior to delivery.

# Indicator 4.4 – Support community cohesion and good relations in areas where the contract is delivered, for example, by ensuring people have a voice in decisions that impact them.

## X.0 Initiatives to support community cohesion and good relations in areas where the contract is delivered

The Together: Building a United Community Strategy outlines a vision of “a united community, based on equality of opportunity, the desirability of good relations and reconciliation - one which is strengthened by its diversity, where cultural expression is celebrated and embraced and where everyone can live, learn, work and socialise together, free from prejudice, hate and intolerance.”

The New Decade, New Approach Deal further emphasised the need to encourage and promote reconciliation, tolerance and meaningful dialogue between those of different national and cultural identities in Northern Ireland with a view to promoting parity of esteem, mutual respect, understanding and cooperation. To help achieve these objectives, the supplier will deliver initiatives that are designed to improve good relations between people from different religious, political, racial and/or ethnic backgrounds in the contract workforce and/or communities affected by the contract.

This could include, for example:

* Activities that result in the supplier developing an increased level of understanding of the local demographics of the community affected by the contract,
* The development of partnerships with organisations in the VCSE sector who work to deliver activities designed to improve good relations within the local community;
* Activities that increase awareness of good relations, equality, diversity and inclusion issues within the contract workforce and provide adequate training for employees and managers engaged on the contract. This training could be delivered by the VCSE sector;
* Activities to promote good relations, including cultural pluralism and respect for diversity, including Northern Ireland’s ethnic, national, linguistic and faith communities so that everyone has a sense of belonging.
* Activities to identify underrepresented groups who are impacted by the contract.
* Outreach to build connections with underrepresented groups who are impacted by the contract.
* Facilitating consultation sessions for underrepresented groups who are impacted by the contract, setting up other mechanisms for underrepresented groups who are impacted by the contract to have their voices heard; and, feeding back to underrepresented groups who are impacted by the contract on the results of consultation exercises.

The supplier shall agree the scope of the activities with the Authority prior to delivery.

# Indicator 4.5 – Take action to improve equality, diversity and inclusion in the contract’s workforce and throughout the supply chain

## X.0 Equality, Diversity and Inclusion Action Plan

The New Decade, New Approach Deal emphasised the importance of access to good jobs, where workers have a voice that provides a level of autonomy, a decent income, security of tenure, satisfying work in the right quantities and decent working conditions. Creating good jobs and protecting workers’ rights impacts upon better health and wellbeing by tackling inequalities, building self-efficacy and combating poverty and also helps employers to attract and retain the talent they need to grow and thrive.

The Supplier will develop, implement and maintain an action plan to continuously monitor and improve equality, diversity and inclusion on this Contract, including throughout the supply chain. This should be provided within XX days of award of the Contract and must at least include and address among other things the Supplier’s actions to:

* continuously develop an understanding of the issues affecting inequality in employment, skills and pay in the market, industry or sector relevant to the Contract including within the Supplier’s supply chain
* increase awareness of equality, diversity and inclusion issues within the contract workforce and provide adequate training for employees and managers engaged on the Contract
* adopt inclusive and accessible recruitment practices to increase equality, diversity and inclusion of the contract workforce in accordance with the Equality Commissions guidance [Equality Commission for Northern Ireland’s guidance](https://www.equalityni.org/ECNI/media/ECNI/Publications/Employers%20and%20Service%20Providers/Unifiedguidetopromotingequalopps2009.pdf) consider positive action measures to address representation of disabled people in the workforce, such as ring fencing jobs, guaranteed interview schemes, job trials, flexible working arrangements: [PositiveActionEmployerGuide.pdf (equalityni.org)](https://www.equalityni.org/ECNI/media/ECNI/Publications/Employers%20and%20Service%20Providers/PositiveActionEmployerGuide.pdf)
* identify and address inequality in employment, skills and pay in the contract workforce
* provide working conditions which promote an inclusive working environment and promote retention and progression
* support in-work progression to help people, including those from disadvantaged or minority groups, to move into higher paid work by providing reasonable adjustments for disabled people and developing new skills relevant to the Contract
* engage with employees working on the Contract to determine the most important equality, diversity and inclusion issues to address, and
* measure and evaluate initiatives to continuously improve equality, diversity and inclusion on the Contract

The Action Plan must identify:

* the equality, diversity and inclusion initiatives that will be delivered including all relevant targets
* timeframe for each initiative
* resources allocated to the delivery of each initiative including overall ownership of the Equality, Diversity and Inclusion Action Plan for the contract, and
* mechanisms to review the effectiveness of the equality, diversity and inclusion practices and ensure continuous improvement throughout the lifetime of the contract.

At end of year review meetings, the Supplier will submit an annual progress report to the Authority, detailing the progress made in relation to the Equality, Diversity and Inclusion Action Plan and setting out the quarterly actions for the year ahead. The report shall be in writing and shall detail the steps taken by the Supplier and its sub-Suppliers (if any) to implement the Equality, Diversity and Inclusion Action Plan on the Contract. The Authority reserves the right to request an updated progress report at interims throughout the Contract.

## X.0 Equality, diversity and inclusion positive action

The development and delivery of a lawful outreach plan for positive action for the Contract which aims to increase applications for the Contract’s employment opportunities from:

* people who face barriers to employment and/or who are located in deprived areas[[26]](#footnote-26). This can include people who are long-term unemployed, people who are located in deprived areas, people who have a disability and people who are underrepresented in the contracts workforce.
* people who meet the Contracting Authority’s priority groups, as set out at Click here to enter text..

This can include the preparation of a positive action plan, attending meetings and developing partnerships with potential brokers, the preparation and delivery of engagement activities, or other activities as agreed by the Authority, at the Authority’s discretion.

You will find further information on lawful positive action from the Equality Commission for Northern Ireland [here](https://www.equalityni.org/Employers-Service-Providers/Recruiting-people-with-disabilities/Positive-action-%281%29). Further detailed guidance on developing and implementing lawful positive action outreach is available from the Equality Commission of NI: [PositiveActionEmployerGuide.pdf (equalityni.org)](https://www.equalityni.org/ECNI/media/ECNI/Publications/Employers%20and%20Service%20Providers/PositiveActionEmployerGuide.pdf)

# Indicator 4.6 – Support local initiatives to reduce poverty and inequality in the area where the contract is delivered.

## X.0 Local initiatives to reduce poverty and inequality in the area where the contract is delivered.

The Supplier will support initiatives to reduce poverty and inequality in the area where the contract is delivered. Initiatives could include, for example:

* Providing pro-bono expertise to organisations within the Voluntary, Community and Social Enterprise sector who work to reduce poverty and inequality in the area where the contract is delivered.
* Providing access to the Supplier’s health and wellbeing programmes for people facing poverty and / inequalities within the area where the contract is delivered.
* Support related to skills and educational development designed to encourage people within the area to enter or re-enter employment and training.
* Initiatives which encourage people within the area who face barriers to employment to apply for employment opportunities on the contract.

The Supplier shall agree the scope of activities with the Authority prior to delivery.

**General requirements**

# X.0 Positive Action to maximise employment opportunities

All employment vacancies on the contract are to be notified by the Supplier to [www.jobapplyni.com](http://www.jobapplyni.com) and one or more organisations registered on the Social Value Unit’s website ([www.socialvaluelni.org/contractors/find-a-broker/](http://www.socialvaluelni.org/contractors/find-a-broker/)) and other agencies named by or agreed with the Authority for this purpose. Sufficient time must be allowed for information on vacancies to be made available and applications submitted.

# X.0 Security clearance

The Supplier shall obtain security clearance for all persons visiting the workplace in relation to employment, work experience or site visits to the same standard as all other personnel involved in the contract in accordance with the Contract Information.

# X.0 Data Protection

Where the Supplier has selected to provide Social Value paid employment opportunities the following Data Protection arrangements will apply.

A Data Protection Consent Form (as provided) must be completed by each person in the Supplier’s Social Value Monitoring Report and therefore counted towards the Social Value target for the contract. Consent shall be provided on a voluntary basis and can be withdrawn at any time (as noted within the Data Protection Consent Form). Completed Consent Forms must be sent to the Strategic Investment Board.  Notwithstanding the above, the Supplier shall ensure it satisfies itself in respect of its obligations under the Data Protection Act 2018 (as may be amended from time to time) and the UK General Data Protection Regulation (GDPR).

The Supplier, at contract award, shall enter into a Data Processing Agreement with the Strategic Investment Board. This is to enable the sharing of personal information (provided in the Social Value Monitoring Report) for the purposes of checking and verification.

The Supplier must only engage a Sub-processor, in relation to the Social Value requirements, with the prior consent of the Strategic Investment Board and must enter into a Data Processing Agreement with any Sub-processor with whom the information in the Supplier’s Social Value Monitoring Report is shared.

# X.0 Health and Safety

It is the responsibility of the Supplier to ensure that the necessary internal policies, procedures and training are in place before delivering social value requirements, for example in relation to health and safety, and safeguarding.

The Supplier must ensure that persons recruited or otherwise visiting the worksite in relation to the social value requirements have or are supported to obtain the necessary health and safety accreditation, or other appropriate measures, and have appropriate personal protective equipment if necessary.

# X.0 Costs

The Supplier shall deliver the social value requirements within their tender sum (omitting any grants or other public funding that will be obtained to offset the costs of delivering the social value requirements).

# X.0 Connecting with Voluntary, Community and Social Enterprise organisations

Organisations who are based in Northern Ireland and are interested in partnering with suppliers to deliver social value requirements are listed on the Social Value Unit website ([www.socialvalueni.org/Suppliers/find-a-broker/](http://www.socialvalueni.org/Suppliers/find-a-broker/)).Social Enterprise NI has also established an online directory (https://socialenterpriseni.org/directory/) of Social Enterprises which could be included in your public contract's supply chain.

Responsibility for sourcing social value beneficiaries remains with the Supplier.

Any action taken by the Authority or their agents to broker relationships between the Supplier and local individuals/firms/agencies does not imply and should not be deemed to imply that they or their agents consider the individual/firm/agency as suitable for engagement by the Supplier.

# X.0 Sub-contractors

It is the Supplier’s responsibility to develop a working method and where necessary secure sub-contractor co-operation in order to achieve the Authority’s social value requirements.

# X.0 Monitoring Information

The Supplier shall provide a completed Social Value Monitoring Report every month using the Social Value online monitoring system. The Authority retains the right to request interim reports and additional information on social value delivery, including for case studies.

The Supplier shall provide all information necessary, including obtaining it from subcontractors and agencies, and cooperate with the Authority's Project Manager to review progress on delivering the overall Social Value requirement as set out in this Schedule.

The Supplier should not record any activities on the Social Value Monitoring Reports to the extent that they are delivered [wholly or in part] for a purpose other than satisfying the requirements specified in this Schedule.

1. a person aged under 25 that has been unemployed for more than 26 weeks and is seeking employment; or

a person aged 25 or over that has been unemployed for more than 52 weeks and is seeking employment. [↑](#footnote-ref-1)
2. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-2)
3. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-3)
4. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-4)
5. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-5)
6. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-6)
7. a person aged under 25 that has been unemployed for more than 26 weeks and is seeking employment; or

a person aged 25 or over that has been unemployed for more than 52 weeks and is seeking employment. [↑](#footnote-ref-7)
8. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-8)
9. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-9)
10. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-10)
11. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-11)
12. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-12)
13. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-13)
14. The Supplier can access the Modern Slavery Assessment Tool at this link - <https://supplierregistration.cabinetoffice.gov.uk/msat> [↑](#footnote-ref-14)
15. More information on ethical supply chains and supply chain mapping is available for Suppliers at: [Suppliers - Social Value NI](https://socialvalueni.org/contractors/#supplier-resources) [↑](#footnote-ref-15)
16. Keep Northern Ireland Beautiful; [Litter Composition Report 2019/20](https://www.keepnorthernirelandbeautiful.org/keepnorthernirelandbeautiful/documents/blog-000968-20200228111517.pdf). [↑](#footnote-ref-16)
17. a person aged under 25 that has been unemployed for more than 26 weeks and is seeking employment; or

a person aged 25 or over that has been unemployed for more than 52 weeks and is seeking employment. [↑](#footnote-ref-17)
18. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-18)
19. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-19)
20. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-20)
21. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-21)
22. [healthy\_workplaces\_model\_action.pdf (who.int)](https://www.who.int/occupational_health/publications/healthy_workplaces_model_action.pdf) [↑](#footnote-ref-22)
23. The Public Health Agency has developed a resource guide to support employers and employees to access information on improving health and wellbeing at work which can be accessed here - [WorkWell\_LiveWell\_Resource\_Guide\_09\_20 no appendix.pdf (hscni.net)](https://www.publichealth.hscni.net/sites/default/files/2020-09/WorkWell_LiveWell_Resource_Guide_09_20%20no%20appendix.pdf) [↑](#footnote-ref-23)
24. [Healthy workplaces: a model for action (who.int)](https://www.who.int/publications/i/item/healthy-workplaces-a-model-for-action) [↑](#footnote-ref-24)
25. Note: if this initiative is used, it can only be counted towards the Social Value points target under one initiaitve [↑](#footnote-ref-25)
26. NISRA’s multiple deprivation measures (NIMDM 2017) provide a mechanism for ranking the 890 Super Output areas (SOAs) in Northern Ireland from the most deprived (rank 1) to the least deprived (rank 890).  A list of the 100 most deprived areas can be found here [Top100 (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3NpdGVzL25pc3JhLmdvdi51ay9maWxlcy9wdWJsaWNhdGlvbnMvVG9wJTIwMTAwJTIwU09Bcy5wZGY=&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=TzJsTXdhR293VnMxRmpxVytWYUIxQUluUGdMeHB2RjUxeFVtTm5Ub2VPWT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) For more information see [Northern Ireland Multiple Deprivation Measure 2017 (NIMDM2017) | Northern Ireland Statistics and Research Agency (nisra.gov.uk)](https://eu-west-1.protection.sophos.com?d=nisra.gov.uk&u=aHR0cHM6Ly93d3cubmlzcmEuZ292LnVrL3N0YXRpc3RpY3MvZGVwcml2YXRpb24vbm9ydGhlcm4taXJlbGFuZC1tdWx0aXBsZS1kZXByaXZhdGlvbi1tZWFzdXJlLTIwMTctbmltZG0yMDE3&i=NjU1NTQ1Y2Y2MjBmMmMyMzA0ZGU2NDU3&t=SEk4K2FpNEg5NTVSK3lDZ1BmOS8xZkJ6bUViall4U2ZUdXFid3BGN1plVT0=&h=061e1c16a85645a4b5adb906c2dcf83d&s=AVNPUEhUT0NFTkNSWVBUSVbyj4lJ0E4Q0g9dojt2up-KGFIfrQfI3fFj36Vhyj3c3Q) [↑](#footnote-ref-26)