



**Being Ruthless Financially Efficient - H&F 2020 TOMs**

**Protected worksheet**

Column G & H are unlocked.  
 1. Enter contract value on on cell I1;  
 2. Enter quantitative commitments (enter figure in number only) on Column H  
 3. Insert a Description on Column G for each quantitative commitment entered in Column H.  
 4. Cell K1 will calculate social value

Theme	Outcome	Reference	Measure/Question (LONG)	Proxy/Multiplier	Unit	Description	Please enter your contract value (initial term only):			
							Target Number	Target SVA (£)	Delivered Number	Actual SVA (£)
Building Shared Prosperity	More local people in employment	HF1	No. of local direct employees (FTE) hired on contract for one year or the whole duration of the contract, whichever is shorter	£38,992.00	no. people FTE	This type of support has been provided to a number of clients. Capita have		£ -		£ -
		NT3	No. of employees (FTE) hired on the contract who are long term unemployed (unemployed for a year or longer) as a result of a recruitment programme	£18,965.00	no. people FTE		£ -		£ -	
		NT4	No. of employees (FTE) hired on the contract who are Not in Employment, Education, or Training (NEETs) as a result of a recruitment programme	£13,636.00	no. people FTE		£ -		£ -	
		NT5	No. of 18+ y.o. employees (FTE) hired on the contract who are rehabilitating or ex offenders as a result of a recruitment programme	£23,119.00	no. people FTE		£ -		£ -	
		NT6	No. of disabled employees (FTE) hired on the contract as a result of a recruitment programme	£15,166.00	no. people FTE		£ -		£ -	
		NT7	No. of hours of support into work provided to unemployed people through career mentoring, including mock interviews, CV advice, and careers guidance -(over 24 y.o.)	£125.62	no. hrs*no. attendees		1050	£ 131,901.00		£ -
		NT3a	No. of armed forces veterans employees (FTE) hired on the contract as a result of a recruitment programme who are long term unemployed (unemployed for a year or longer) and are facing specific barriers to transitioning to civilian employment that do not qualify them as disabled (e.g. long term service)	£18,965.00	no. people FTE			£ -		£ -
		NT3b	No. of homeless employees (FTE) hired on the contract as a result of a recruitment programme	£18,965.00	no. people FTE			£ -		£ -
		NT3c	No. of mothers returning to work (FTE) hired on the contract as a result of a recruitment programme who are long-term unemployed (unemployed for a year or longer) - (when the mother is the primary carer)	£18,965.00	no. people FTE			£ -		£ -
		NT4a	No. of 16-25 y.o. care leavers (FTE) hired on the contract as a result of a recruitment programme	£13,636.00	no. people FTE			£ -		£ -
	Improved skills for local people	NT8	No. of staff hours spent on local school and college visits e.g. delivering careers talks, curriculum support, literacy support, safety talks (including preparation time)	£16.07	no. staff hours	210	£ 3,374.70		£ -	
		NT9	No. of weeks of training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC) that have either been completed during the year, or that will be supported by the organisation until completion in the following years - Level 2,3, or 4+	258.45	no. weeks		£ -		£ -	
		NT10	No. of weeks of apprenticeships on the contract that have either been completed during the year, or that will be supported by the organisation until completion in the following years - Level 2,3, or 4+	£207.40	no. weeks		£ -		£ -	
		RE16	Meaningful work placements that pay Minimum or National Living wage according to eligibility - 6 weeks or more (internships)	£158.23	No. Weeks		£ -		£ -	
		Improved skills for people facing additional barriers to opportunities	NT9a	No. of weeks of training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC) that have either been completed during the year, or that will be supported by the organisation until completion in the following years - Level 2,3, or 4+ - delivered for groups specified in 'LISTNT9a' (e.g. NEETs, under-represented gender and ethnic groups, disabled, homeless, rehabilitating young offenders)	£258.45	no. weeks		£ -		£ -
NT10a	No. of apprenticeships on the contract that have either been completed during the year, or that will be supported by the organisation to completion in the following years - Level 2,3, or 4+ - delivered for groups specified in 'LIST NT10a' (e.g. NEETs, under-represented gender and ethnic groups, disabled, homeless, rehabilitating young offenders)		£207.40	no. weeks		£ -		£ -		

**£2,613,509.00**

**Total Social value**

**10.06%**

	Improved employability of young people	NT11	No. of hours dedicated to support young people into work (e.g. CV advice, mock interviews, careers guidance) - (under 24 y.o.)	£125.62	No. hrs (total session duration)*no. attendees	787.5	£	98,925.75	£	-
		NT12	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	£158.23	no. weeks		£	-	£	-
		NT13	Meaningful work placements that pay Minimum or National Living wage according to eligibility - 6 weeks or more (internships)	£158.23	no. weeks	182	£	28,797.86	£	-
	Fair wages for staff on the contract	HF2	Number of employees FTE on contract paid London Living wage or higher, as defined by the Living Wage Foundation.	£0.00	No. people (FTE)		£	-	£	-
Doing things with residents, not to them	More opportunities for local SMEs and VCSEs	NT14	Total amount (£) spent with VCSEs within your supply chain	£0.12	£		£	-	£	-
		NT15	Provision of expert business advice to VCSEs and SMEs (e.g. financial advice / legal advice / HR advice/HSE)	£96.11	no. staff expert hours		£	-	£	-
		NT16	Equipment or resources donated to VCSEs (£ equivalent value)	£1.00	£		£	-	£	-
		NT17	Number of voluntary hours donated to support VCSEs (excludes expert business advice)	£16.07	no. staff volunteering hours		£	-	£	-
		NT18	Total amount (£) spent in LOCAL supply chain through the contract.	£2.25	£		£	-	£	-
		NT19	Total amount (£) spent through contract with LOCAL micro, small and medium enterprises (MSMEs)	£2.25	£		£	-	£	-
	NT15a	Provision of expert business advice to help VCSEs and MSMEs achieve net zero carbon by 2030	£96.11	no. staff expert hours		£	-	£	-	
	Creating a healthier community	NT25	Initiatives to be taken to tackle homelessness (supporting temporary housing schemes, etc)	£1.00	£ invested including staff time		£	-	£	-
		NT26	Initiatives taken or supported to engage people in health interventions (e.g. stop smoking, obesity, alcoholism, drugs, etc) or wellbeing initiatives in the community, including physical activities for adults and children.	£1.00	£ invested including staff time		£	-	£	-
	More working with the Community	NT28	Donations or in-kind contributions to local community projects (£ & materials)	£1.00	£ value		£	-	£	-
NT29		No hours volunteering time provided to support local community projects	£16.07	no. staff volunteering hours		£	-	£	-	
Supporting communities to deal with the Covid-19 crisis	NT30	Support provided to help local community draw up their own Community Charter or Stakeholder Plan	£1.00	£ invested including staff time		£	-	£	-	
	C19-16	Direct support from your organisation to local authorities or VCSEs in the local area for the contract to deliver the services to people in need of support (at risk categories), people self-isolating and local essential work force - (food delivery, mental health support, etc.)	£1.00	£ invested - including staff time (volunteering valued at £16.07 per hours, expert time valued at £96.11 per hour) and materials, equipment or other resources		£	-	£	-	
	C19-17	Funding of campaigns to increase the understanding of the importance of following behavioural norms as specified by the government and public health institutions, recognition and appreciation of the social value provided by essential services (NHS, food retail, transportation, etc.) - targeted towards staff and the general public	£1.00	£ invested		£	-	£	-	
Creating a Compassionate Council	Improving staff wellbeing and mental health	NT20	No. of employees on the contract that have been provided access for at least 12 months to multidimensional wellbeing programmes that include flexible working time arrangements; healthy nutrition options; physical health programmes; a health risk appraisal questionnaire; access to health and wellbeing resources (e.g. a tailored health improvement web portal; wellness literature; and seminars and workshops focused on identified wellness issues)	£124.30	no. employees provided access	0	£	-	£	-
		Supporting residents to live independently	NT27	Initiatives to be taken to support older and disabled people to build stronger community networks (e.g. befriending schemes, digital inclusion clubs)	£1.00	£ invested including staff time		£	-	£

Capita has provided a range of mentoring programmes aimed at providing such support. We would propose 2 cohorts from local schools per year using TF collateral approx. 3 facilitators x 3 sessions x 30 students. Total of 9 working days per annum is proposed to cover preparation time as well.

2 Capita Employees on the Kickstart Scheme, Capita offers 6-month long placements for people aged 16-24 years old. We will develop direct entry apprenticeship programmes that Kickstarters and other young people can apply to join, providing central support for application, on-boarding and non course specific learning. Would plan for this in first 2 years of contract at this point.

Taking Pride in H&F	A workforce and culture that reflect the diversity of the local community	NT21	Equality, diversity and inclusion training provided both for staff and supply chain staff	£96.11	No. hrs (total session duration)*no. attendees
	Crime is reduced	NT24	Initiatives aimed at reducing crime (e.g. support for local youth groups, lighting for public spaces, private security, etc.)	£1.00	£ invested including staff time
Climate Change	Climate Impacts are reduced	NT31	Savings in CO2 emissions on contract achieved through de-carbonisation (specify how these are to be achieved)	£69.35	Tonnes CO2e
	Air pollution is reduced	NT32	Car miles saved on the project as a result of a green transport programme or equivalent (e.g. cycle to work programmes, public transport or car pooling programmes, etc.)	£0.03	Miles saved
		NT33	Car miles driven using low or no emission staff vehicles included on project as a result of a green transport programme	£0.02	Miles driven
	Safeguarding the natural environment	NT67	Donations or investments towards initiatives aimed at environmental and biodiversity conservations and sustainable management projects for both marine and terrestrial ecosystems	£1.00	£
		NT47	Donations or investments towards expert designed sustainable reforestation or afforestation initiatives	£1.00	£
		RE48a	Volunteering with environmental conservation initiatives or engagement in multi-stakeholder and advocacy initiatives around environmental conservation and sustainable ecosystem management - resources invested including time, funds and in-kind contributions	£1.00	£
	Carbon emissions are reduced	RE39	Carbon savings from energy efficiency measures on site (e.g. increased use of renewables)	£69.35	Tonnes CO2e
		RE40	Embodied Carbon reductions in CO2e emissions against baseline	£69.35	Tonnes CO2e
		RE37	Carbon reductions through energy efficiency measures or renewables - building operations - (e.g. REEB benchmark or 3 year baseline)	£69.35	Tonnes CO2e
	Resource efficiency and circular economy solutions are promoted	NT69	Support provided internally and to MSMEs and VCSEs within the supply chain to adopt Circular Economy solutions - business case and leadership for circular economy	£96.11	No. staff expert hours
		NT71	Value of local partnerships to implement circular economy solutions	£1.00	£
		NT72	Hard to recycle waste diverted from landfill or incineration through specific recycling partnerships ( e.g. Terracycle or equivalent)	£94.15	Tonnes
	Sustainable Procurement is promoted	NT49	Requirements or support (for Micro or Small enterprises) for suppliers to demonstrate climate change and carbon reduction training for all staff - e.g. SDGs Academy courses (NTs) or (e.g. RE) Supply Chain Sustainability School bronze or higher or equivalent	£96.11	No. hrs (total session duration)*no. attendees
INNOVATION: Promoting Social Innovation	Social innovation to create local skills and employment	NT50	Innovative measures to promote local skills and employment to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	£1.00	£ invested - including staff time (volunteering valued at £16.07 per hours, expert time valued at £96.11 per hour) and materials, equipment or other resources
	Social innovation to support responsible business	NT51	Innovative measures to promote and support responsible business to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	£1.00	£ invested - including staff time (volunteering valued at £16.07 per hours, expert time valued at £96.11 per hour) and materials, equipment or other resources
	Social innovation to enable healthier safer and more resilient communities	NT52	Innovative measures to enable healthier, safer and more resilient communities to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	£1.00	£ invested - including staff time (volunteering valued at £16.07 per hours, expert time valued at £96.11 per hour) and materials, equipment or other resources
	Social innovation to safeguard the environment and respond to the climate emergency	NT53	Innovative measures to safeguard the environment and respond to the climate emergency to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	£1.00	£ invested - including staff time (volunteering valued at £16.07 per hours, expert time valued at £96.11 per hour) and materials, equipment or other resources

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Total:	£	262,999.31	Total:	£	-