Appendix 5 - Sample Commitment Recording Sheet

Theme	Outcomes	Measures	Unit of measurement	Current status at organisational level	Anticipated delivery at organisational level for year commencng 1st April 2022	Targeted delivery commitment for PCC contract
	More local people in employment	No. of direct employees (FTE) hired or retained	No. people FTE	50	50	50
		No. of LOCAL direct employees (FTE) hired or retained - see definition of local in key above	No. people FTE	25.00	40.00	20.00
			As a percentage of total workforce	50.00%	80.00%	40.00%
		No. of residents (FTE) from the listed sub-localities directly employed - see definition of sub- localitities in key above	No. people FTE As a percentage of total	15.00	20.00	18.00
			workforce	30.00%	40.00%	36.00%
		No. of employees (FTE) directly employed who were previously long term unemployed (unemployed	No. people FTE			
		for a year or longer)	As a percentage of total workforce	0.00%	0.00%	0.00%
		No of conduct (PPP) distall and the conduct of the conduct of	No. people FTE			
		No. of employees (FTE) directly employed who are Armed forces veterans employed	As a percentage of total workforce	0.00%	0.00%	0.00%
			No. people FTE			
	More opportunities for disadvantaged people	No. of employees (FTE) directly employed who are NEET'S - Not in employment, education or training.	As a percentage of total workforce	0.00%	0.00%	0.00%
		No. of employees (FTE) directly employed who are Rehabilitation or ex-offender	No. people FTE			
			As a percentage of total workforce	0.00%	0.00%	0.00%
		No. of employees (FTE) directly employed who are Recognised as having mental health, physical or	No. people FTE			
		cognitive disability	As a percentage of total workforce	0.00%	0.00%	0.00%
		No. of employees (FTE) directly employed who are From a Black, Asian and minority ethnic minority	No. people FTE	10.00		
Jobs: Promote Local Skills			As a percentage of total workforce	20.00%	0.00%	0.00%
and Employment		No. of 16-25 y.o. care leavers (FTE) hired.	No. people FTE			
			As a percentage of total workforce	0.00%	0.00%	0.00%
		No. of women (FTE) hired.	No. people FTE			
			As a percentage of total workforce	0.00%	0.00%	0.00%
		No. of mothers returning to work (FTE) hired	No. people FTE As a percentage of total			
			workforce	0.00%	0.00%	0.00%
		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.)	No. hrs			
	Improved skills	No. of staff hours spent on local school and college visits in a 12 month period e.g. delivering careers talks, curriculum support, literacy support, safety talks (including preparation time)	No. staff hours			
		No. site visits for school children or local residents in a 12 month period	No. of visits			
		No. of weeks of training opportunities in a 12 month period (BTEC, City & Guilds, NVQ, HNC)	No. weeks			
		Number of active apprenticeships offered through business activities in a 12 month period	No. people FTE			

Theme	Outcomes	Measures	Unit of measurement	Current status at organisational level	Anticipated delivery at organisational level for year commencng 1st April 2022	Targeted delivery commitment for PCC contract
	Improved skills for disadvantaged people	No. of weeks of training opportunities (BTEC, City & Guilds, NVQ, HNC) that have either been completed in a 12 month period - Level 2.3, or 4+ - delivered for disadvantaged groups (e.g. NEETs, under-represented gender and ethnic groups, disabled, homeless, rehabilitating young offenders)	No. weeks			
	disadvantaged people	No. of weeks of apprenticeships in a 12 month period - Level 2,3, or 4+ - delivered for disadvamtaged groups (e.g. NEETs, under-represented gender and ethnic groups, disabled, homeless, rehabilitating young offenders)	No, people FTE			
		No. of hours dedicated to support young people into work in a 12 month period (e.g. CV advice, mock interviews, careers guidance) - (under 24 y.o.) No. of weeks spent on meaningful work placements or pre-employment course in a 12 month period;	No. hrs (total session duration)*no. attendees			
	Improved employability of young people	1-6 weeks student placements (unpaid) Meaningful work placements that pay Minimum or National Living wage according to eligibility in a	No. weeks			
		12 month period - 6 weeks or more (internships) Meaningful work placements that pay Real Living wage according to eligibility in a 12 month period - 6 weeks or more (internships)	No. weeks			
		Total amount spent on supply chain in a 12 month period	£			
		Total amount (£) spent on LOCAL supply chain in a 12 month period	£			
		Total amount (£) spent on LOCAL supply chain as a percentage in a 12 month period Total amount (£) spent on LOCAL supply chain micro, small and medium enterprises (MSMEs) in a 12 month period	% £	#DIV/0!	#DIV/0!	#DIV/0!
	More opportunities for local suppliers & MSMEs	Total amount (£) spent on LOCAL supply chain micro, small and medium enterprises (MSMEs) as a % in a 12 month period	%	#DIV/0!	#DIV/0!	#DIV/0!
		Total amount (£) spent on specified sub-locality supply chain in a 12 month period	£		+	
		Total amount (£) spent on specified sub-locality supply chain as a percentage in a 12 month period Total amount (£) spent on specified sub-locality supply chain micro, small and medium enterprises	%	#DIV/0!	#DIV/0!	#DIV/0!
		(MSMEs) in a 12 month period Total amount (£) spent on specified sub-loacility supply chain micro, small and medium enterprises	£ %	#DIV/0!	#DIV/0!	#DIV/0!
	Support for Voluntary, Community and Social Enterprises	(MSMEs) as a % in a 12 month period Equipment or resources donated to Voluntary, Community and Social Enterprises (£ equivalent value) in a 12 month period	£	,,		
		Number of voluntary hours donated to support Voluntary, Community and Social Enterprises (excludes expert business advice) in a 12 month period	No. staff volunteering hours			
	More working with the Community	Donations or in-kind contributions to local community projects (£ & materials) in a 12 month period	£ value			
		No. of hours volunteering time provided to support local community projects in a 12 month period Percentage of staff directly employed paid at least the relevant Real Living wage as specified by Living	No. staff volunteering hours			
	Reducing inequalities	Wage foundation	%			
Social: Healthier, Safer and		Prime contractor's median gender salary pay gap for staff Equality, diversity and inclusion training provided both for staff and supply chain in a 12 month	% Median gender pay gap No. hrs (total session			
more Resilient		period	duration)*no. attendees			
Communities		Percentage of sub-contractors typically engaged with in the supply chain to pay at least Real Living wage in a 12 month period	%			
	Improving staff wellbeing and mental health	No. of employees in a 12 month period that have been provided access 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)	No. Employees			
		No. of employees in a 12 month period provided with workplace screening and support for anxiety and depression	No. Employees			
		Number and type of initiatives throughout the supply chain to identify and manage the risks of modern slavery occurring (i.e. supply chain mapping, staff training, contract management)	No. initiatives			
		Number of supply chain audits undertaken in the supply chain in a 12 month period, to identify and manage the risk of modern slavery occurring in relation to the contract	No. audits			
	Ethical Procurement is promoted	Modern slavery policy in place, implemented across organisation and monitored against compliance measures	Y/N - Provide description in Quaility Assessment Response			

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		Percentage of invoices paid in a 12 month period within contractual stated timescales - tenderers should refer to the Construction Act (Housing Grants, Construction and Regeneration Act 1996), as amended by Part 8 of the Local Democracy, Economic Development and Construction Act 2009)	%			
		Percentage of procurement contracts that includes commitments to ethical procurement, including verifying modern slavery and other relevant requirements.	%			
	Social Value embedded in the supply chain	Percentage of contracts with the supply chain on which Social Value commitments, measurement and monitoring are required	%			
Environment: Decarbonising and Safeguarding our World	Carbon emissions are reduced	Savings in CO2 emissions in a 12 month period achieved through de-carbonisation and future predicted reductions (specify how these are to be achieved) - Tenderer should refer to the Councils Clean Air Zone requiremets and the potential grant funding opportunities.	Tonnes CO2e			
		Carbon reductions in a 12 month period through energy efficiency measures or renewables.	Tonnes CO2e			
	Air pollution is reduced	Corporate travel schemes available to employees on the contract (subsidised public transport, subsidised cycling schemes and storage, sustainable corporate transport such as electric bus from public station to corporate facilities)	Y/N - Provide description in Quaility Assessment Response			
		Percentage of directly owned fleet or construction vehicles that is at Least Euro 6 or LEV (low emission vehicles) - Tenderer should refer to the Councils Clean Aiz zone requiremets and the potential grant funding opportunities.	%			
	Safeguarding the natural environment	Donations or investments in a 12 month period towards initiatives aimed at environmental and biodiversity conservations and sustainable management projects for both marine and terrestrial ecosystems	£			
		Number of voluntary hours in a 12 month period donated to initiatives aimed at environmental and biodiversity conservations and sustainable management projects for both marine and terrestrial ecosystems	No. hours			
		Sustainability policy in place with measures and targets	Y/N - Provide description in Quaility Assessment Response			
	Sustainable Procurement is promoted	Percentage of procurement contracts that includes sustainable procurement commitments or other relevant requirements and certifications (e.g. to use local suppliers, reduce waste, and keep resources in circulation longer, operate low emission vehicles.)	%			
		Percentage of contracts with the supply chain requiring contractors to operate low or zero emission vehicles	%			
		No. hours in a 12 month period supporting supply chain to implement sustainability initiatives	No. hours			
	Resource efficiency and circular economy solutions are promoted	Identify and detail hard to recycle waste diverted from landfill or incineration through specific recycling partnerships (e.g. Terracycle or equivalent) in a 12 month period	Tonnes			
	Add additional outcomes	Add additional measure and state how this is being assessed.			-	-
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	Add additional outcomes	Add additional measure and state how this is being assessed.			-	-
Additional Social Value Commitments					-	- -
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