



Introduction

Caerphilly County Borough Council - Welsh Themes Outcomes & Measures (TOMs)

Caerphilly CBC has committed to including Social Value as a weighted criteria for procurements in excess of £75,000. This document contains the draft bespoke sets of TOMs created for the Council, predicated on the National TOMs for Wales, which have been devised for procurement and contract management.

The council has created two sets of TOMs:

- [A Light Set](#), comprising 38 measures for procurement.
- [A Master Set](#) comprising an additional 40 measures for procurement (total of 78 measures).
- [Guidance](#) for all measures included

Most contract opportunities will use the Council's Light set of TOMs, which contains the measures that bidders will be asked to set targets against during the bid phase. Certain tenders - including larger value contracts, sector specific contracts and those where the bidders are more mature, will use the Council's Master Set of TOMs.

Both sets of TOMs have been retained the Themes outlined in the National TOMs for Wales but have been mapped to the five key objectives outlined within Caerphilly CBC's Social Value Policy 2020-2023. Additionally, both tabs contain a 'Feedback' column to collate any feedback on the measure selection and its inclusion in either the Light or Master Set.

If there are Social Value measures that would benefit existing programmes that services are providing to residents e.g. employability support schemes for people with disabilities and/or are funding community programmes that would benefit from volunteering support please include this as part of your feedback against the relevant measures in the TOMs framework.

As the TOMs sets are still currently in draft, there is an opportunity to add additional measures that reflect the Council's needs or reporting requirements that are not already addressed within the TOMs measures selected. However, please note that these measures would be added as 'Record Only' measures with a proxy value of £0.00. This would mean that they are still social value indicators that suppliers can report against, but, in absence of a rationale for a proxy value, as developed for all other measure in the TOMs, we could not attribute a financial value to the initiative.

Caerphilly TOMs Light Set

Theme	Caerphilly SV Policy - 5 Key Objectives	FG#	Ref	Measure	Unit	Proxy
A Prosperous Wales An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.	Promote Local Skills, Employment & Training	21	NTW1	No. of local direct employees (FTE) hired or retained (for re-tendered contracts) on contract for one year or the whole duration of the contract, whichever is shorter	No. people FTE	£27,500.00
		21	NTW1b	No. of residents (FTE) from the listed sub-localities employed directly or through the supply chain as a result of your procurement requirements on the contract for one year or the whole duration of the contract, whichever is shorter (see sub-localities listed in 'LISTNTW1b')	No. people FTE	£27,500.00
		21	NTW1c	No. of local people (FTE) on contract for one year or the whole duration of the contract, whichever is shorter, employed through the supply chain as a result of your procurement requirements	No. people FTE	£27,500.00
		21	NTW2	Percent of local direct employees (FTE) hired or retained (for re-tendered contracts) on contract for one year or the whole duration of the contract, whichever is shorter	%	Record only
	Healthier, Safer and Resilience with Partners in Communities	20	NTW3	Average level of satisfaction with working conditions with direct and supply chain employees hired or retained (for re-tendered contracts) on contract - based on representative and best practice employee satisfaction survey	%	Record only
			NTW4	The Fair Work Wales Standard and related "good" and "fair" employment practices are implemented and facilitated on contract	Y/N - Provide relevant documents	Record only
	Education Initiatives	7a	NTW6	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) e.g. on STEM, social care and social sciences	No. staff hours	£14.63
	Promote Local Skills, Employment & Training	8	NTW7	No. of weeks of training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC, RQF) 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+	No. weeks	£285.41
		8	NTW8	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+	No. weeks	£231.45
	Healthier, Safer and Resilience with Partners in Communities	9	NTW14	Total amount (£) spent in LOCAL supply chain through the contract	£	£0.59
		9	NTW14a	Total amount (£) spent through the contract in specified sub-localities (e.g. high deprivation areas) - please refer to list NT18a for the qualifying areas	£	£0.59
11		NTW15	Total amount (£) spent through contract with MSMEs in TARGET areas (local or areas of deprivation)	£	£0.59	
		NTW16	Percentage of invoices on the contract paid within 30 days	%	Record only	
		CCT31b	Total amount (£) spent in REGIONAL (Cardiff Capital Region - excluding Caerphilly) supply chain through the contract	£	Record Only	
A Globally Responsible Wales A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being	Protecting & Improving the Environment	14	NTW21	Savings in CO2 emissions on contract achieved through de-carbonisation (specify how these are to be achieved)	Tonnes CO2e	£69.35
		41	NTW22	Policy and programme to achieve net zero carbon by 2030 including monitoring plan with specific milestones	Y/N - Provide relevant documents	Record only
A Resilient Wales A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change.	Protecting & Improving the Environment	15	NTW31	Plastic recycling rate on the contract (to e.g. reduce microplastics)	%	Record only
	Protecting & Improving the Environment		NTW35	Percentage of your contracts that include environmental sustainability commitments, including e.g. to reduce the use of environmentally harmful chemical, use local materials or produce, reduce food and general waste, implement circular economy commitments	%	Record only

A Healthier Wales A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	Protecting & Improving the Environment	4	NTW42	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.)	Miles saved	£0.03
	Healthier, Safer and Resilience with Partners in Communities	29	NTW48	Mental Health campaigns for staff on the contract to create community of acceptance, remove stigma around mental health	£	£1.00
A More Equal Wales A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic circumstances).	Promote Local Skills, Employment & Training	19	NTW50	No. of employees (FTE) hired on the contract as a result of a recruitment programme that have been unemployed for a minimum of 6 to a maximum of 12 MONTHS	No. people FTE	£16,224.00
		19	NTW50a	No. of employees (FTE) hired on the contract as a result of a recruitment programme that have been long term unemployed for a minimum of 12 to a maximum of 24 MONTHS	No. people FTE	£16,224.00
		19	NTW50b	No. of employees (FTE) hired on the contract as a result of a recruitment programme that have been long term unemployed for 24 MONTHS or longer	No. people FTE	£18,146.00
		22	NTW52	No. of employees (FTE) hired on the contract who are Not in Employment, Education, or Training (NEETs) as a result of a recruitment programme	No. people FTE	£19,115.00
			NTW53	No. of 18-24 y.o. employees (FTE) hired on the contract who are rehabilitating young offenders as a result of a recruitment programme	No. people FTE	£12,470.00
			NTW54	No. of disabled employees (FTE) hired on the contract as a result of a recruitment programme	No. people FTE	£22,162.00
		21	NTW55	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. people FTE	£14,980.00
		10	NTW56	No. of hours dedicated to support young people into work (e.g. CV advice, mock interviews, careers guidance) - (under 24 y.o.)	No. hrs (total session duration)*no. attendees	£114.33
	10	NTW58	Meaningful work placements that pay Minimum or National Living Wage according to eligibility - 6 weeks or more (internships)	No. hrs (total session duration)*no. attendees	£114.33	
	Healthier, Safer and Resilience with Partners in Communities			NTW63	Percentage of your contracts that include commitments to local ethical employment practices, including verification that there is zero tolerance of modern slavery and other relevant requirements such as elimination of false self-employment, unfair zero hours contracts and blacklists. Examples can be drawn from the Welsh Government Code of Practice and managed e.g. through Project Bank Accounts in the supply chain	No. weeks
			NTW64	Initiatives taken throughout the local supply chain to identify, monitor and manage the risks of modern slavery occurring (i.e. supply chain mapping, staff training, contract management) in relation to the contract	%	Record only
A Wales of Cohesive Communities Attractive, safe, viable and well-connected.	Healthier, Safer and Resilience with Partners in Communities		NTW66	Equipment or resources donated to third sector and civil society organisations (£ equivalent value)	£ value	£1.00
			NTW67	Number of voluntary hours donated to support third sector and civil society organisations (excludes expert business advice)	No. staff volunteering hours	£14.63
		23 & 24 & 26 & 27	NTW70	Equality, diversity and inclusion training provided both for staff and supply chain staff	No. hrs (total session duration)*no. attendees	£87.48
		24	NTW74	Initiatives to be taken to support older, disabled and vulnerable people to build stronger community networks (e.g. befriending schemes, digital inclusion clubs)	£ invested including staff time	£1.00
		26	NTW76	Donations or in-kind contributions to local community projects (£ & materials)	£ value	£1.00
		28	NTW77	No. of hours volunteering time provided to support local community projects	No. staff volunteering hours	£14.63
A Wales of Vibrant Shared Culture and Thriving Welsh Language	Education Initiatives	36	NTW80	Support and investment provided for people to learn and use Welsh (e.g. interactions and signage)	£ invested including staff time	£1.00

Caerphilly TOMs Master Set

Theme	Caerphilly SV Policy - 5 Key Objectives	FG#	Ref	Measure	Unit	Proxy
<p>A Prosperous Wales An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	Promote Local Skills, Employment & Training	21	NTW1	No. of local direct employees (FTE) hired or retained (for re-tendered contracts) on contract for one year or the whole duration of the contract, whichever is shorter	No. people FTE	£27,500.00
		21	NTW1a	No. of local direct employees (FTE) which are TUPE transfers retained on contract for one year or the whole duration of the contract, whichever is shorter (re-tendered contracts only - to be used at Measurement)	No. people FTE	£27,500.00
		21	NTW1b	No. of residents (FTE) from the listed sub-localities employed directly or through the supply chain as a result of your procurement requirements on the contract for one year or the whole duration of the contract, whichever is shorter (see sub-localities listed in 'LISTNTW1b')	No. people FTE	£27,500.00
		21	NTW1c	No. of local people (FTE) on contract for one year or the whole duration of the contract, whichever is shorter, employed through the supply chain as a result of your procurement requirements	No. people FTE	£27,500.00
		21	NTW2	Percent of local direct employees (FTE) hired or retained (for re-tendered contracts) on contract for one year or the whole duration of the contract, whichever is shorter	%	Record only
	Healthier, Safer and Resilience with Partners in Communities	20	NTW3	Average level of satisfaction with working conditions with direct and supply chain employees hired or retained (for re-tendered contracts) on contract - based on representative and best practice employee satisfaction survey	%	Record only
			NTW4	The Fair Work Wales Standard and related "good" and "fair" employment practices are implemented and facilitated on contract	Y/N - Provide relevant documents	Record only
	Education Initiatives	7a	NTW6	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) e.g. on STEM, social care and social sciences	No. staff hours	£14.63
	Promote Local Skills, Employment & Training	8	NTW7	No. of weeks of training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC, RQF) 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+	No. weeks	£285.41
		8	NTW8	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+	No. weeks	£231.45
		8	NTW9	No. of weeks of staff upskilling (FTE) delivered on contract as part of training opportunities and comprehensive upskilling programmes - only applies to training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC, RQF) 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+	No. weeks	£15.62
		8	NTW10	No. of weeks of staff upskilling (FTE) delivered on contract as part of apprenticeships and comprehensive upskilling programmes - Only applies for 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+	No. weeks	£54.92
		9	NTW13	Provision of expert business advice to MSMEs (e.g. financial advice / legal advice / HR advice/HSE)	No. staff expert hours	£87.48
	Healthier, Safer and Resilience with Partners in Communities	9	NTW14	Total amount (£) spent in LOCAL supply chain through the contract	£	£0.59
		9	NTW14a	Total amount (£) spent through the contract in specified sub-localities (e.g. high deprivation areas) - please refer to list NT18a for the qualifying areas	£	£0.59
		11	NTW15	Total amount (£) spent through contract with MSMEs in TARGET areas (local or areas of deprivation)	£	£0.59
			NTW16	Percentage of invoices on the contract paid within 30 days	%	Record only

		CCT31b	Total amount (£) spent in REGIONAL (Cardiff Capital Region - excluding Caerphilly) supply chain through the contract	£	Record Only	
		CCT34	Meet the buyer' events held to highlight local supply chain opportunities	£	£1.00	
	Protecting & Improving the Environment	14	NTW17	Support provided internally and to MSMEs and third sector and civil society organisations within the supply chain to adopt Circular Economy solutions - business case and leadership for circular economy	No. staff expert hours	£87.48
		14	NTW18	Value of local partnerships to implement circular economy solutions	£	£1.00
		15	NTW19	Hard to recycle waste diverted from landfill or incineration through specific recycling partnerships (e.g. Terracycle or equivalent)	Tonnes	£94.15
			CCT54	Single-use plastic packaging eliminated through reusable packaging solutions or schemes (e.g. Loop or equivalent) on the contract	Kilos	Record only
Promote Social Innovation		NTW20	Innovative measures relating to "A Prosperous Wales" 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.	£ invested including staff time	£1.00	
A Globally Responsible Wales A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being	Protecting & Improving the Environment	14	NTW21	Savings in CO2 emissions on contract achieved through de-carbonisation (specify how these are to be achieved)	Tonnes CO2e	£69.35
		41	NTW22	Policy and programme to achieve net zero carbon by 2030 including monitoring plan with specific milestones	Y/N - Provide relevant documents	Record only
		41	NTW23	Contribution made on the contract to own carbon offset fund (when it has been demonstrated said carbon emissions cannot be reduced within the contract's timeframe)	£	£1.00
		41	NTW24	Carbon Certification (Carbon Trust Standard, Planet Mark or equivalent independently verified) - achieved or to achieve for current year	Y/N - Provide relevant documents	Record only
	Healthier, Safer and Resilience with Partners in Communities	20	NTW25	Percentage of your contracts that include commitments to ethical employment practices in the global supply chain, including verification that there is zero tolerance of modern slavery, child labour and other relevant requirements such as elimination of false self-employment, unfair zero hours contracts and blacklists	% of contracts	Record only
		20	NTW26	Initiatives taken throughout the global supply chain to identify, monitor and manage the risks of modern slavery occurring in relation to the contract (i.e. supply chain mapping, staff training, contract management)	£	£1.00
	Promote Social Innovation		NTW27	Innovative measures relating to "A Globally Responsible Wales" 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.	£ invested including staff time	£1.00
	A Resilient Wales A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change.	Protecting & Improving the Environment	43 & 44	NTW28	Volunteering with initiatives working on environmental conservation and sustainable ecosystem management - resources invested including time, funds and in-kind contributions	£ invested including staff time
15			NTW31	Plastic recycling rate on the contract (to e.g. reduce microplastics)	%	Record only
15			NTW32	Rate of Beyond Recycling materials used on contract, such as wood, remanufactured, repaired and recycled content	%	Record only
Education Initiatives			NTW33	Investment and support provided to local environmental education initiatives (e.g. Carbon Literacy Wales)	£ invested including staff time	£1.00
Protecting & Improving the Environment		15	NTW34	Investment and support provided to waste management training initiatives	£ invested including staff time	£1.00

			NTW35	Percentage of your contracts that include environmental sustainability commitments, including e.g. to reduce the use of environmentally harmful chemical, use local materials or produce, reduce food and general waste, implement circular economy commitments	%	Record only
		41	NTW36	Percentage of contracts with the supply chain requiring contractors to operate low or zero emission vehicles	%	Record only
<p>A Healthier Wales A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>	Healthier, Safer and Resilience with Partners in Communities	3 & 5	NTW41	Initiatives taken or supported to engage people in health interventions (e.g. stop smoking, obesity, alcoholism, drugs, etc.) or wellbeing initiatives in the community, including physical activities for adults and children	£ invested including staff time	£1.00
	Protecting & Improving the Environment	4	NTW42	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.)	Miles saved	£0.03
		4	NTW43	Car miles driven using low or no emission staff vehicles included on project as a result of a green transport programme	Miles driven	£0.02
	Healthier, Safer and Resilience with Partners in Communities	3 & 20	NTW47	No. of employees on the contract that have been provided access for at least 12 months to comprehensive and multidimensional wellbeing programmes	No. employees provided access	£124.30
		29	NTW48	Mental Health campaigns for staff on the contract to create community of acceptance, remove stigma around mental health	£	£1.00
	Promote Social Innovation		NTW49	Innovative measures relating to "A healthier Wales" 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.	£ invested including staff time	£1.00
<p>A More Equal Wales A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic circumstances).</p>	Promote Local Skills, Employment & Training	19	NTW50	No. of employees (FTE) hired on the contract as a result of a recruitment programme that have been unemployed for a minimum of 6 to a maximum of 12 MONTHS	No. people FTE	£16,224.00
		19	NTW50a	No. of employees (FTE) hired on the contract as a result of a recruitment programme that have been long term unemployed for a minimum of 12 to a maximum of 24 MONTHS	No. people FTE	£18,146.00
		19	NTW50b	No. of employees (FTE) hired on the contract as a result of a recruitment programme that have been long term unemployed for 24 MONTHS or longer	No. people FTE	£19,115.00
		19	NTW51	No. of employees (FTE) from disadvantaged or minority backgrounds hired on the contract as a result of a recruitment programme that have been unemployed for a minimum of 6 to a maximum of 12 MONTHS IMPORTANT NOTE: ONLY enter data here for the following people: * Black, Asian and minority ethnic people (BAME) * People over 50 years old * Single parents * Unrepresented gender group * Veterans * Mothers returning to work * Survivors of modern slavery * Homeless people	No. people FTE	Record only
		19	NTW51a	No. of employees (FTE) from disadvantaged or minority backgrounds hired on the contract as a result of a recruitment programme that have been long term unemployed for a minimum of 12 to a maximum of 24 MONTHS IMPORTANT NOTE: ONLY enter data here for the following people: * Black, Asian and minority ethnic people (BAME) * People over 50 years old * Single parents * Unrepresented gender group * Veterans * Mothers returning to work * Survivors of modern slavery * Homeless people	No. people FTE	Record only

	19	NTW51b	No. of employees (FTE) from disadvantaged or minority backgrounds hired on the contract as a result of a recruitment programme that have been long term unemployed for 24 MONTHS or longer IMPORTANT NOTE: ONLY enter data here for the following people: * Black, Asian and minority ethnic people (BAME) * People over 50 years old * Single parents * Unrepresented gender group * Veterans * Mothers returning to work * Survivors of modern slavery * Homeless people	No. people FTE	Record only	
	22	NTW52	No. of employees (FTE) hired on the contract who are Not in Employment, Education, or Training (NEETs) as a result of a recruitment programme	No. people FTE	£12,470.00	
		NTW53	No. of 18-24 y.o. employees (FTE) hired on the contract who are rehabilitating young offenders as a result of a recruitment programme	No. people FTE	£22,162.00	
		NTW54	No. of disabled employees (FTE) hired on the contract as a result of a recruitment programme	No. people FTE	£14,980.00	
	21	NTW55	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 (total session duration)*no. attendees	£114.33	
	10	NTW56	No. of hours dedicated to support young people into work (e.g. CV advice, mock interviews, careers guidance) - (under 24 y.o.)	No. hrs (total session duration)*no. attendees	£114.33	
	10	NTW57	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	No. weeks	£158.23	
	10	NTW58	Meaningful work placements that pay Minimum or National Living Wage according to eligibility - 6 weeks or more (internships)	No. weeks	£158.23	
	Healthier, Safer and Resilience with Partners in Communities	10	NTW61	Percentage of staff on contract that is paid at least the relevant Real Living wage as specified by Living Wage foundation	%	Record only
			NTW63	Percentage of your contracts that include commitments to local ethical employment practices, including verification that there is zero tolerance of modern slavery and other relevant requirements such as elimination of false self-employment, unfair zero hours contracts and blacklists. Examples can be drawn from the Welsh Government Code of Practice and managed e.g. through Project Bank Accounts in the supply chain	%	Record only
		NTW64	Initiatives taken throughout the local supply chain to identify, monitor and manage the risks of modern slavery occurring (i.e. supply chain mapping, staff training, contract management) in relation to the contract	£	£1.00	
Promote Social Innovation		NTW65	Innovative measures relating to "A more equal Wales" 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.	£ invested including staff time	£1.00	
A Wales of Cohesive Communities Attractive, safe, viable and well-connected.		NTW66	Equipment or resources donated to third sector and civil society organisations (£ equivalent value)	£ value	£1.00	
		NTW67	Number of voluntary hours donated to support third sector and civil society organisations (excludes expert business advice)	No. staff volunteering hours	£14.63	
		NTW68	Total amount (£) spent with third sector and civil society organisations within your supply chain	£	£0.12	

			NTW69	Provision of expert business advice to third sector and civil society organisations (e.g. financial advice / legal advice / HR advice/HSE)	No. staff expert hours	£87.48
		23 & 24 & 26 & 27	NTW70	Equality, diversity and inclusion training provided both for staff and supply chain staff	No. hrs (total session duration)*no. attendees	£87.48
			NTW71	Percentage of employees (FTE) BAME hired on the contract	%	Record only
		25	NTW73	Initiatives aimed at reducing crime (e.g. support for local youth groups, lighting for public spaces, etc.)	£ invested including staff time	£1.00
		24	NTW74	Initiatives to be taken to support older, disabled and vulnerable people to build stronger community networks (e.g. befriending schemes, digital inclusion clubs)	£ invested including staff time	£1.00
		18a	NTW75	Initiatives to be taken to support disadvantaged young people and their families	£ invested including staff time	£1.00
		26	NTW76	Donations or in-kind contributions to local community projects (£ & materials)	£ value	£1.00
		28	NTW77	No. of hours volunteering time provided to support local community projects	No. staff volunteering hours	£14.63
		23	NTW78	Support provided to help local community draw up their own Community Charter or Stakeholder Plan	£ invested including staff time	£1.00
	Promote Social Innovation		NTW79	Innovative measures relating to "A Wales of cohesive 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.	£ invested including staff time	£1.00
A Wales of Vibrant Shared Culture and Thriving Welsh Language	Education Initiatives	36	NTW80	Support and investment provided for people to learn and use Welsh (e.g. interactions and signage)	£ invested including staff time	£1.00
	Healthier, Safer and Resilience with Partners in Communities	35	NTW81	Support and investment provided for people to get involved in Welsh cultural events, arts, sports and heritage activities	£ invested including staff time	£1.00
	Protecting & Improving the Environment	35	NTW82	Support and investment provided for the protection of native wildlife and biodiversity as well as local heritage sites	£ invested including staff time	£1.00
	Promote Social Innovation		NTW83	Innovative measures relating to "A Wales of vibrant shared culture and thriving Welsh Language" 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.	£ invested including staff time	£1.00

Guidance

REF	Definition	Target Guidance	Evidence	Unit Guidance
NTW1	<p>The full time annual equivalent (FTE) number of people employed on the contract directly as a result of your procurement requirements. Included employees should be residing in the local area and with an employment contract duration of at least one year, unless the overall duration of the contract is less (in which case it is at least the overall duration of the contract). Please refer to the list of specific areas provided for this measure and for the specific contract (LIST NTW1b). Please check evidence requirements for details on postcode collection.</p>	<p>Summarise your strategy for directly employing your target number of local people on this contract. For example, if you plan to advertise in local newspapers, please explain which ones and how regularly. Or, if you will cooperate with local job centres, please specify which ones and how you will approach engaging with them.</p>	<p>Specify the number of qualifying employees directly employed on this contract (for details on what a qualifying employee is defined as, please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status (e.g. full time or part time); 3.) the Full-Time Equivalent (FTE); 4.) the first half of their home postcode (i.e. the postcode district). For example, Employee 1: 6 months; full-time; 0.5 FTE; SE1. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.</p>
NTW1a	<p>This measure can be used alternatively to NTW1 at Measurement whenever the contract has been renewed or entails TUPE transfers. Employees that fall within the TUPE transfer and that satisfy the Definition for NTW1 should be recorded.</p>	<p>NB - The measure is designed to be used as an alternative to NTW1 at Measurement. Commitments should be made at procurement against NTW1.</p>	<p>Specify the number of TUPE transfer direct employees retained on this contract (for details on what a qualifying employee is defined as, please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status (e.g. full time or part time); 3.) the Full-Time Equivalent (FTE); 4.) the first half of their home postcode (i.e. the postcode district). For example, Employee 1: 6 months; full-time; 0.5 FTE; SE1. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week. Do not double count direct and supply chain employment for the same areas with other relevant measures.</p>

<p>NTW1b</p>	<p>The full time annual equivalent (FTE) number of people employed on the contract directly or through the supply chain as a result of your procurement requirements. They should be residing in the selected sub-localities (LIST NTW1b) and with an employment contract duration of at least one year, unless the overall duration of the contract is less (in which case it is at least the overall duration of the contract). Please refer to the list of specific sub-localities provided for this measure and for the specific contract (LIST NTW1b). Please check evidence requirements for details on postcode collection. Include both direct employment and unlocked through the supply chain as a result of your procurement requirements.</p>	<p>Summarise your strategy for employing your target number of people from listed sub-localities on this contract. For example, if you plan to advertise in local newspapers, please explain which ones and how regularly. Or, if you plan to cooperate with local job centres, please specify which ones and how you will approach engaging with them.</p>	<p>Specify the number of qualifying employees on this contract (for details on what a qualifying employee is defined as, please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status (e.g. full time or part time); 3.) the Full-Time Equivalent (FTE); 4.) the first half of their home postcode (i.e. the postcode district). For example, Employee 1: 6 months; full-time; 0.5 FTE; SE1. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week. Include both direct employment and jobs unlocked through the supply chain as a result of your procurement requirements. Do not double count direct and supply chain employment for the same areas with other relevant measures.</p>
<p>NTW1c</p>	<p>The full time annual equivalent (FTE) number of people employed on the contract by the supply chain as a result of your procurement requirements. Employees included should be residing in the local area and with an employment contract duration of at least one year, unless the overall duration of the contract is less (in which case it is at least the overall duration of the contract). Please refer to the definition of 'local area' provided for the specific contract. Please check evidence requirements for details on postcode collection.</p>	<p>Summarise your existing or planned requirements for the supply chain on local employment and their strategy for employing your target number of local people on this contract. For example, if they will advertise in local newspapers, please explain which ones and how regularly. Or, if they plan to cooperate with local job centres, please specify which ones and how you will approach this.</p>	<p>Specify the number of qualifying employees on this contract (for details on what a qualifying employee is defined as, please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status (e.g. full time or part time); 3.) the Full-Time Equivalent (FTE); 4.) the first half of their home postcode (i.e. the postcode district). For example, Employee 1: 6 months; full-time; 0.5 FTE; SE1. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.</p>

NTW2	<p>This is the percentage of people employed directly or through the supply chain as a result of your procurement requirements on the contract that reside within the local area, over the total number of people employed on the contract. Please refer to the definition of local area provided above for NTW1.</p>	<p>Specify the total number of people that will be employed on this contract. Of these, what is the total number of local people that will be employed on this contract? If you have not done so for NTW1, NTW1b or NTW1c summarise your strategy for employing your target number of local people on this contract. For example, if you plan to advertise in local newspapers, please explain which ones and how regularly. Or, if you will cooperate with local job centres, please specify which ones and how you will approach engaging with them.</p>	<p>Specify the total number of people employed on this contract and the total number of local people employed on this contract. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>Number of local residents employed (directly and through the supply chain as a result of your procurement requirements) over the total number of employees on the contract - (%)</p>
NTW3	<p>This is the level of satisfaction with working conditions of direct and supply chain employees hired or retained on contract, measured through employee engagement. This could be measured through a questionnaire. A Likert scale (e.g. 0= do not agree at all to 5 completely agree) could be used to ask employees whether they agree that their contract related working conditions are "good" and "fair". Other similar methods can also be used. This measure captures employee satisfaction with contract related working conditions.</p> <p>A comprehensive good work survey is regularly conducted across different sectors of the UK economy by CIPD. This survey and the related resources and methodology can be accessed through the following links and can help better understand the purpose and structure of a good practice employee survey: https://www.cipd.co.uk/knowledge/work/trends/goodwork#40068; https://www.cipd.co.uk/Images/good-work-index-appendix-2-methodology-2-2020_tcm18-79213.pdf. Additional information can be accessed through the Workforce Disclosure Project's Suvey Guidance, though the following link: https://shareaction.org/wp-content/uploads/2018/07/WDI_Survey_Guidance_2018.pdf</p>	<p>Specify your planned approach for engaging with your direct and supply chain employees on contract to assess how they classify their working conditions. Information should be provided on how employees will be engaged (e.g. through the distribution of a short anonymised survey) and how it will be ensured that the collected data captures employee satisfaction in a fair and unbiased way (e.g. by making the survey participation mandatory for all contract related employees and ensuring anonymity).</p>	<p>Specify your approach for engaging with your direct and supply chain employees on contract to assess how they classify their working conditions. Information should be provided on how employees were engaged (e.g. through the distribution of a short anonymised survey) and how it was ensured that the collected data captures employee satisfaction in a fair and unbiased way (e.g. by making the survey participation mandatory for all contract related employees and ensuring anonymity). Please also provide the survey outcome data in a processed and unprocessed format (e.g. excel spreadsheet).</p>	<p>The % value entered for this measure should capture the average level of agreement with a question that assesses whether employees are satisfied with their work and working conditions. If the proposed example method is applied this would mean the following: A Likert scale of 0-5 is used to assess how satisfied employees are with their contract related working conditions. An example question could be: "Do you agree with the statement that the working conditions on this contract are good and fair for employees?" 0 = do not agree at all, 3 = no opinion, 5 = completely agree. All provided answer values from all direct and supply chain employees on contract should be summed up and the value divided by the number of employees that participated. This average score then has to be divided by the maximum possible score (in this case a 5) and multiplied by 100, to provide a 0%-100% average aggregate job satisfaction score for employees on this contract.</p>
NTW4	<p>This is the implementation and facilitation of aspects of the Fair Work Wales Standard standard that related to "good" or "fair" work of employees on the contract. The Fair Work Wales Standard sets out guidelines around what is to be understood as fair work and how it can be facilitated.</p>	<p>Summarise how you plan to reflect and facilitate employment practices guided by ideas of "fair" work outlined in the Fair Work Wales Standard on contract. This includes providing information on any organisations you might want to partner with, as well as an evidencing of how the desired "fair" work practices are expected to be integrated into the relevant contract related operations and how they will impact the workforce on contract.</p>	<p>Summarize how you structured employment practices guided by ideas of "fair" work outlined in the Fair Work Wales Standard on contract. This includes providing information on any organisations you partnered with, as well as an evidencing of how "fair" work practices were integrated into the relevant contract related operations and how they impacted the workforce on contract.</p>	<p>Provide relevant documents</p>
NTW6	<p>This is the number of staff hours dedicated to the preparation and delivery of curriculum related activities including literacy support, career talks, safety talks, etc.. Example subjects include STEM, social care and social sciences. Please provide a description of the range of activities provided.</p>	<p>Summarise your workplan for delivering your target number of local school and college visits. Provide a breakdown of the number of staff hours to be spent on each visit (preparation versus delivery). For example, if 10 staff will spend 3 hours each, then the total number of hours reported should be 30.</p>	<p>Provide the names of the schools/colleges visited and a breakdown of the number of staff hours spent on each visit (including time spent preparing and then delivering the session). For example, if 10 staff have spent 3 hours each on a visit, then the total number of hours reported for that visit should be 30. Describe the visits and the activities delivered and provide any supporting information, e.g. a confirmation from the school/college after the visit. Information provided should be made compliant with data protection</p>	<p>Example: if 10 staff have spent 3 hours each, then the total number of hours reported should be 30. 37 hours equal 1 week.</p>

			requirements (GDPR).	
NTW7	Only vocational training opportunities supported to completion should be counted, even when that completion will occur after the end of the contract. For a description of the qualification levels see: https://www.gov.uk/what-different-qualification-levels-mean/overview . To find a registered qualification see: https://gov.wales/credit-and-qualifications-framework-cqfw . For further information on qualifications in Wales see: https://gov.wales/qualifications The social value proxy is appropriate for opportunities that are for new employees, not existing employees.	Summarise your strategy for providing your target number of weeks of training for vocational qualifications on this contract, including details of how you will support completion of the qualifications. If possible, provide details of the accredited training provider, the type and the level of the outcomes to be achieved as well as the resulting qualification.	Specify the number of people in vocational qualification training on this contract and the number of weeks of training per person. Provide details of the accredited training provider, the type and the level of the outcomes achieved as well as the resulting training qualification. Information provided should be made compliant with data protection requirements (GDPR).	Record weeks of vocational qualification training provided on the contract, even when the opportunity is supported beyond the duration of the contract, as long as it will be supported to completion.
NTW8	Only apprenticeships supported to completion should be counted, even when that completion will occur after the end of the contract. For a description of the qualification levels see: https://www.gov.uk/what-different-qualification-levels-mean/overview . To find a registered qualification see: https://gov.wales/credit-and-qualifications-framework-cqfw . For further information on qualifications in Wales see: https://gov.wales/qualifications . The social value proxy is appropriate for opportunities that are for new employees, not existing employees.	Summarise your strategy for providing your target number of apprenticeship weeks on this contract, including details of how you will support completion of the apprenticeships. If possible, provide details of the accredited training provider, the type and the level of the apprenticeships to be achieved as well as the resulting qualifications.	Specify the number of people on apprenticeships on this contract and the number of apprenticeship weeks per person. Provide details of the accredited training provider, the type and the level of the apprenticeship achieved as well as the resulting qualification. Information provided should be made compliant with data protection requirements (GDPR).	Record weeks of training for the apprenticeship provided on the contract, even when the opportunity is supported beyond the duration of the contract, as long as it will be supported to completion.
NTW9	Only vocational training opportunities that are part of a contract related comprehensive upskilling programme and supported to completion should be counted, even when that completion will occur after the end of the contract. For a description of the qualification levels see: https://www.gov.uk/what-different-qualification-levels-mean/overview . To find a registered qualification see: https://gov.wales/credit-and-qualifications-framework-cqfw . For further information on qualifications in Wales see: https://gov.wales/qualifications .	Summarise your strategy for providing your target number of weeks of upskilling related training for vocational qualifications on this contract, including details of how you will support completion of the qualifications. If possible, provide details of the accredited training provider, the type and the level of the outcomes to be achieved as well as the resulting qualification.	Specify the number of people in upskilling related vocational qualification training on this contract and the number of weeks of training per person. Provide details of the accredited training provider, the type and the level of the outcomes achieved as well as the resulting training qualification. Information provided should be made compliant with data protection requirements (GDPR).	Record total number of weeks of upskilling related vocational qualification training provided on the contract, even when the opportunity is supported beyond the duration of the contract, as long as it will be supported to completion. This should only include training provided as part of comprehensive upskilling programmes.
NTW10	Only apprenticeships that are part of a contract related comprehensive upskilling programme and supported to completion should be counted, even when that completion will occur after the end of the contract. For a description of the qualification levels see: https://www.gov.uk/what-different-qualification-levels-mean/overview . To find a registered qualification see: https://gov.wales/credit-and-qualifications-framework-cqfw . For further information on qualifications in Wales see: https://gov.wales/qualifications .	Summarise your strategy for providing your target number of upskilling related apprenticeship weeks on this contract, including details of how you will support completion of the apprenticeships. If possible, provide details of the accredited training provider, the type and the level of the apprenticeships to be achieved as well as the resulting qualifications.	Specify the number of people on upskilling related apprenticeships on this contract and the number of apprenticeship weeks per person. Provide details of the accredited training provider, the type and the level of the apprenticeship achieved as well as the resulting qualification. Information provided should be made compliant with data protection requirements (GDPR).	Record total number of weeks of upskilling related training for apprenticeships provided on the contract, even when the opportunity is supported beyond the duration of the contract, as long as it will be supported to completion. This should only include training provided as part of comprehensive upskilling programmes.
NTW13	This is expert staff time (e.g. financial advice / legal advice / HR advice / HSE) dedicated to supporting micro, small and medium enterprises (MSMEs). Please include only the amount of volunteering that has been provided by staff during working hours or on paid overtime, or that has been delivered as a direct result of an activity organised by the organisation and agreed with the employees. Please see the toolkit guidance document for worked out examples on attribution. Please note that MSMEs are defined as (0-250 employees) - Micro (0-9 employees), Small (10-49 employees), Medium (50-249 employees).	Summarise your strategy for providing expert advice to micro, small and medium enterprises (MSMEs). Provide the names of the MSMEs you will support or a range of options. Describe the number of staff hours to be spent in total and for each MSME. Specify the type of expert advice that will be provided, including the type of qualification/role of the person delivering this advice.	Provide a breakdown of staff hours spent providing expert advice to micro, small and medium enterprises (MSMEs). Provide the details of the MSMEs you have supported. Specify the number of staff hours spent for each MSME, the type of expert advice given as well as the qualification/role of the person delivering this advice. Information provided should be made compliant with data protection requirements (GDPR).	For example, if 5 staff will spend 2 hours providing expert advice, then the total number of hours reported should be 10.

NTW14	Please refer to the definition of the local area specified for NTW1. This should be calculated as the cumulative spend with suppliers that are based within the local area. A local multiplier figure for the Construction Industry and the Caerphilly CBC area has been provided in the National TOMs. This figure should be tailored to the locality and industry for the project. Alternative methodologies include the LM3 methodology - where a local multiplier should still be computed for the relevant geographical area and based on the project's supply chain.	Provide a breakdown in pounds to be spent with organisations in your local supply chain on this contract. Specify the name of each eligible supplier, including the category/industry of goods/services to be procured from each as well as the first half of their postcode.	Provide a breakdown of pounds spent with organisations in your local supply chain on this contract. Specify the name of each eligible supplier, including the category/industry of goods/services procured from each and the first three digits of their postcode.	Total amount of £ spent with the supply chain within the defined local area for the project
NTW14a	Please refer to the specified sub-localities identified for the contract in list NTW14a. This should be calculated as the cumulative spend with suppliers that are based within the local area. A local multiplier figure for the Construction Industry and the Caerphilly CBC area has been provided in the National TOMs. This figure should be tailored to the locality and industry for the project. Alternative methodologies include the LM3 methodology - where a local multiplier should still be computed for the relevant geographical area and based on the project's supply chain.	Provide a breakdown in pounds to be spent with organisations in your supply chain within the specified sub-localities on this contract. Specify the name of each eligible supplier, including the category/industry of goods/services to be procured from each as well as the first half of their postcode.	Provide a breakdown of pounds spent with organisations in your local supply chain within the specified sub-localities (LIST NTW14a) on this contract. Specify the name of each eligible supplier, including the category/industry of goods/services procured from each and the first three digits of their postcode.	Total amount of £ spent with the supply chain within the defined local area for the project
NTW15	Please refer to the definition of the local area specified for NTW1. This should be calculated as the cumulative spend with MSMEs suppliers that are based within the local area. A local multiplier figure for the Construction Industry and the Caerphilly CBC area has been provided in the National TOMs. This figure should be tailored to the locality and industry for the project. Alternative methodologies include the LM3 methodology - where a local multiplier should still be computed for the relevant geographical area and based on the project's supply chain. As for NTW13 except that only MSME suppliers should be included. Please note that MSMEs are defined as (0-250 employees) - Micro (0-9 employees), Small (10-49 employees), Medium (50-249 employees).	Provide a breakdown in pounds to be spent with organisations in your supply chain within the specified local area on this contract. Specify the name of each eligible supplier, including the category (MSME)/industry of goods/services to be procured from each as well as the first half of their postcode.	Provide a breakdown of pounds spent with organisations in your local supply chain. Specify the name of each eligible supplier, specifying that it is a Micro, Small or Medium Enterprise, and include the category/industry of goods/services procured from each and the first three digits of their postcode.	Total amount of £ spent with MSMEs (0-249 employees) in the supply chain within the defined local area for the project.
NTW16	As per Measure's phrasing. Such payment terms can alleviate pressures especially on MSMSs and third sector and civil society organisations within the supply chain and help tackle modern slavery issues.	Please specify your payment conditions on the contract and commitments on the percentage of invoices paid within 30 days.	Please specify the total number of invoices paid on the contract and the number of invoices paid within 30 days. Please provide evidence of implemented payment terms.	(Number of invoices paid within 30 days / Number of invoices paid on the contract) * 100 to arrive at a percentage
CCT31b	This should be calculated as the cumulative spend with suppliers that are based within the regional area excluding Caerphilly CBC. Should not be double counted with NT14, NT18a and NT19 and other relevant spend Measures.	Provide a breakdown of pounds to be spent with organisations in your supply chain within the specified regional area on this contract. Specify the name of each eligible supplier, including the category/industry of goods/services to be procured from each as well as the first three digits of their postcode.	Provide a breakdown of pounds spent with organisations in your regional supply chain excluding Caerphilly CBC on this contract. Specify the name of each eligible supplier, including the category/industry of goods/services procured from each and the first three digits of their postcode.	Total amount of £ spent with the supply chain within the defined local area for the project
CCT34	Opportunity for local suppliers, especially MSMEs and VCSE to understand the potential of providing their services, goods or works to the development throughout its lifecycle from construction through to management and occupation. Providers need to ensure that the event is properly advertised and that specific opportunities have been identified. Providers where possible should also invite potential suppliers whom they think may be able to benefit. Advice about how to tender successfully should be made available. Insert cost of putting on the events including hiring of spaces, stands and staff time (staff time can be captured at 16.07 £ per staff hour). Please include the number of events and details of each in the Description. Useful links: https://www.cips.org/en-GB/supply-management/opinion/2014/november/how-to-revitalise-your-meet-the-buyer-events/	Provide a breakdown of expected costs for Meet the Buyer events to be held for this contract. Provide details of your upcoming Meet the Buyer event(s), e.g. place, time and expected number of attendees. Also provide names of attending supply chain organisations. Information provided should be made compliant with data protection requirements (GDPR).	Provide a breakdown of costs incurred for Meet the Buyer events held for this contract. Provide details of each Meet the Buyer event, e.g. place, time and number of attendees. Also provide names of attending supply chain organisations. Information provided should be made compliant with data protection requirements (GDPR).	Costs incurred (£) -costs of putting on the events including hiring of spaces, stands and staff time (to be valued at 16.07 £ per staff hour)

NTW17	This is expert staff time (e.g. financial advice / legal advice / HR advice / HSE) dedicated to supporting third sector and civil society organisations or micro, small and medium enterprises (MSMEs). Please include only the amount of volunteering that has been provided by staff during working hours or on overtime, or that has been delivered as a direct result of an activity organised by the organisation and agreed with the employees. Please see the toolkit guidance document for worked out examples on attribution. Please note that MSMEs are defined as (0-250 employees) - Micro (0-9 employees), Small (10-49 employees), Medium (50-249 employees).	Summarise your strategy for providing expert advice to support third sector and civil society organisations/MSMEs to adopt circular economy solutions. Provide the names of the third sector and civil society organisations/MSMEs you will support or a range of options. Describe the number of staff hours to be spent in total and for each third sector and civil society organisations/MSME. Specify the type of expert advice that will be provided, including the type of qualification/role of the person delivering this advice.	Provide a breakdown of staff hours spent providing expert advice to third sector and civil society organisations/MSMEs. Provide the names of the third sector and civil society organisations/MSMEs you have supported. Specify the number of expert staff hours spent with each third sector and civil society organisations/MSME, the type of expert advice given as well as the qualification/role of the person delivering this advice. Information provided should be made compliant with data protection requirements (GDPR).	For example, if 5 staff will spend 2 hours providing expert advice, then the total number of hours reported should be 10.
NTW18	Spend on (or equivalent value of) goods and services provided by organisations through local partnerships to implement circular economy solution (e.g. - ground coffee waste used for landscaping or repurposed, outdated technological equipment repurposed in local third sector and civil society organisations, discarded furniture, uniforms or similar to be repurposed by local third sector and civil society organisations, etc.).	Provide a list of goods and services to be requested through local partnerships for a circular economy and for each either detail the spend or the equivalent estimated value (i.e. if it is pro bono). Provide evidence on the circular economy aspect of the goods and services to be consumed.	Provide a list of organisations you have partnered with and for each a breakdown of goods and services that were requested through local partnerships for a circular economy. For each category of items, either detail the spend or the equivalent estimated value (i.e. if it is pro bono). Provide evidence on the circular economy aspect of the goods and services consumed.	The value of the goods and services planned to be requested through local partnership for a circular economy and for each detail spend or equivalent estimated value (where pro bono)
NTW19	Difficult or hard to recycle waste encompass all those materials from all waste categories that show low rates of recycling, due to a lack of capacity or capability. This includes e.g. plastic items (straws, bottles), textiles (carpets, mattresses, furniture) or batteries. For further examples of hard or difficult to recycle waste in a household environment, see this WRAP publication: https://www.wrap.org.uk/sites/files/wrap/Difficult%20to%20recycle%20products.pdf . For relevant programmes see Terracycle (https://www.terracycle.com/en-GB/zero_waste_boxes ; https://www.terracycle.com/en-GB/about-terracycle/pre_consumer_programs or equivalent).	Calculate the estimated tonnes of waste that would not be recycled but that will be diverted to a specific recycling programme as a result of your programme or partnership. Provide information on the nature of the waste expected to be recycled to evidence the nature of recycling difficulties.	Report the total amount of hard to recycle waste on the contract that has been diverted through a dedicated recycling programme. Provide details of any partner organisations on the contract for the programme. Provide information on the nature of the waste recycled to evidence the nature of recycling difficulties.	Tonnes of waste that would not be recycled through standard recycling but that have been diverted towards a specific recycling programme
CCT54	These are benefits resulting from a plastic packaging substitution programme, and they would include either solutions that substitute plastic packaging with alternatives that have been demonstrated to be more sustainable (i.e. with an overall lower carbon footprint and not leading to collateral pollution issues) over the course of their lifecycle, or "milkman" type schemes where products are delivered in reusable packaging as opposed to single use (options are currently set to be launched in some UK markets in 2020 by different providers).	Tonnes of plastic packaging to be replaced on the programme, and description of the sustainability analysis comparing the original options to the chosen alternatives. In the case of "milkman schemes", description of the scheme and intended impact.	Report of the programme with a description of the sustainability analysis comparing the original options to the chosen alternatives. In the case of "milkman schemes", description of the scheme and intended impact.	Kilos of plastic packaging use reduced
NTW20	-	Describe the initiatives and their relevance to the Measure. A breakdown of pounds (including number of staff hours valued at £14.63 per hour or at £87.48 if it is expert time) should be provided. Provide details of any organisations you will work with and specify whether they will be covering the reported cost with you and how.	Please provide a project report that evidences the activities carried out during the reporting period, their impact, the range of expert services provided, and a description of partnering organisations if any. A breakdown of pounds invested per type of investment - e.g. cash, staff time volunteering (valued at £14.63 per hour), staff time expert advice (valued at £87.48), equipment or equivalent value of other assets should be provided.	£ invested - including staff time (volunteering valued at £14.63 per hours, expert time valued at £87.48 per hour) and materials, equipment or other resources
NTW21	These could result e.g. from a deliberate programme aimed at changing processes or from de-carbonisation work. This category does not include transport related savings resulting from car miles saved (e.g. cycling to work or carpooling initiatives for employees - NTW42) or from low emission vehicles - NTW43. Estimated or recorded savings in CO2 emissions must be expressed against a baseline that represents a reasonable scenario of the situation prior to or without the implementation of this measure. Information that shows how the baseline has been developed must be provided. It is expected that these savings will result from a deliberate programme aimed at changing	Describe the programmes or initiatives that you are going to put in place to achieve the identified savings in CO2 emissions on the contract including timeframes. These could be from de-carbonisation work (other than low emission vehicles and car miles saved by sustainable transport programmes that can be measured elsewhere). Specify and evidence the pre-existing baseline that will be used to measure savings/reductions.	Carbon reductions should be evidenced through an independent and verifiable process (e.g. Planet Mark Certification or equivalent). There is an expectation for independently assured and audited reports to be provided. Specify and evidence the pre-existing baseline that has been used to measure savings/reductions.	Measure reductions in tonnes of CO2e against a baseline, which must be provided and evidenced

	business processes or work to decarbonise assets.. Installations that do participate within the EU ETS and grid electricity should be recorded and valued separately as per BEIS Supplementary Guidance to HM Green Book 2017 (https://www.gov.uk/government/publications/valuation-of-energy-use-and-greenhouse-gas-emissions-for-appraisal).			
NTW22	This will be your existing policy, strategy and/or plan of action to achieve, evidence and monitor net zero carbon by 2030. If you have not issued one but are committing to do so before the end of 2020, please provide a statement including scope and expected publication date.	At corporate level. This will be your existing policy, strategy and/or plan of action to achieve, evidence and monitor net zero carbon by 2030. If you have not issued one but are committing to do so before the end on 2020, please provide a statement including scope and expected publication date.	Please provide a copy of your policy, strategy and plan with specific milestones to achieve, evidence and monitor net zero carbon by 2030.	Provide relevant documents
NTW23	Monetary contributions to offset equivalent tonnes of carbon, where carbon cannot be reduced within the contract's timeframe. Explanation of why carbon emissions cannot be reduced during the contract's timeframe has to be provided.	List contributions to offset carbon made into own fund, providing a breakdown for the different types of offsetting and where relevant explanation of why said carbon cannot be reduced within the contract's timeframe. Please provide information on the conversion rate used (price of CO2e applied per tonne). Explanation on why carbon emissions cannot be reduced during contract's timeframe has to be provided.	List contributions to offset carbon made on the contract into own carbon offset fund, providing a breakdown for the different types of offsetting and where relevant explanation of why said carbon cannot be reduced within the contract's timeframe.	Contributions should be calculated based on the tonnes CO2e and multiplied by the per tonne value of carbon adopted on the fund. CO2e savings refer to CO2 equivalent emissions savings
NTW24	See Planet Mark (https://theplanetmark.com/certification/), Carbon Trust (Carbon Neutral Certification, Carbon Standard - https://www.carbontrust.com/client-services/certification/assurance-certification/) or equivalent.	List certifications achieved or to be achieved for the reporting year.	Provide achieved certifications and documentation on how these have been achieved.	Provide relevant documents or name the certificate you plan to achieve for the current year.
NTW25	This can include among other things a focus on supply chain sustainability and fairness, fair trade or the use of B Corps. Percentage of contracts within the global supply chain that include requirements to ensure that supply chains are free from slavery and to encourage effective and transparent reporting. Global in this context refers to the international, non Wales and UK supply chain. To record for the local and regional Welsh or UK supply chain please use NTW63. For further information please see: http://www.antislaverycommissioner.co.uk/priorities/priority-4-private-sector-engagement/ or https://gov.wales/sites/default/files/publications/2019-09/code-of-practice-guide-to-tackling-modern-slavery-and-human-rights-abuses.pdf For management insight please see e.g. Project Bank Accounts and how they can be used in the supply chain (https://gov.wales/sites/default/files/publications/2019-09/guidelines-for-deploying-welsh-government-project-bank-account-policy.pdf).	Specify the total number of procurement contracts on this contract and the total number of those that will include commitments to ethical employment practices in the global supply chain. If possible and applicable, provide a copy of your ethical procurement policy and a copy of your modern slavery statement. This measure focusses explicitly on procurement contracts with a global and thereby international reach.	Specify the total number of procurement contracts on this contract and the total number of those that include commitments to ethical employment practices in the global supply chain. If applicable, provide a copy of your ethical procurement policy and a copy of your modern slavery statement. This measure focuses explicitly on procurement contracts with a global and thereby international reach.	-
NTW26	These are initiatives run by your organisation to identify, manage, track and reduce risks of modern slavery within the global supply chain for the contract. These might include e.g. supply chain mapping, staff training, robust checking processes for recruitment and agency workers (e.g. right to work checks, bank account checks, address checks), engagement programmes with the supply chain to communicate expectations and requirements around modern slavery and to offer support to solve challenges, etc. Global in this context refers to the international, non Welsh and UK supply chain. To record spend with local and regional Welsh or UK supply chain initiative please use NTW64. For further information and guidance in terms of engagement and process please consult the "Code of Practice Guide to tackling Modern Slavery and	Identify and describe planned initiatives, and for each initiative provide a breakdown of expected costs. Please also provide information on how the planned initiatives are going to identify, manage, track and reduce risks of modern slavery in the global supply chain, how monitoring and progression will be managed. If you plan to partner with other organisations for any of the specified initiatives please provide information on those partners.	Describe delivered relevant initiatives, and for each initiative provide a breakdown of the costs. Provide detail of the number of organisations in the global supply chain for the contract involved. Please also provide information on how the undertaken initiatives reduced risks of modern slavery in the global supply chain, how monitoring and progression were be managed.	£ invested

	Human Rights Abuses" provided by Welsh Government. The guide can be accessed through the following link and provides practical guidelines and examples on how to best engage with this issue: https://gov.wales/sites/default/files/publications/2019-09/code-of-practice-guide-to-tackling-modern-slavery-and-human-rights-abuses.pdf			
NTW27	-	Describe the initiatives and their relevance to the Measure. A breakdown of pounds (including number of staff hours valued at £14.63 per hour or at £87.48 if it is expert time) should be provided. Provide details of any organisations you will work with and specify whether they will be covering the reported cost with you and how.	Please provide a project report that evidences the activities carried out during the reporting period, their impact, the range of expert services provided, and a description of partnering organisations if any. A breakdown of pounds invested per type of investment - e.g. cash, staff time volunteering (valued at £14.63 per hour), staff time expert advice (valued at £87.48), equipment or equivalent value of other assets should be provided.	£ invested - including staff time (volunteering valued at £14.63 per hour, expert time valued at £87.48 per hour) and materials, equipment or other resources
NTW28	This can e.g. include an engagement in multi-stakeholder and advocacy initiatives around environmental conservation or sustainable ecosystem management. Participation and resources to be invested, including time and volunteering, in relevant initiatives that can be attributed to the contract. Only volunteering hours spent during work hours or paid overtime hours can be counted.	Participation and resources invested including time and volunteering that can be attributed to the contract. Only volunteering hours spent during work hours or paid overtime hours can be counted.	For each initiative or project supported, provide a breakdown of volunteering and staff time invested, alongside other investment. Only volunteering hours spent during work hours or paid overtime hours can be counted.	Total £ value including time, funds and in-kind contributions. Volunteering time spent in multi-stakeholder engagement initiatives and sustainable ecosystem management can be valued at £14.63 per hour.
NTW31	% of plastic used on the contract that is recycled.	% of plastic used on the contract that is expected to be recycled.	Provide a breakdown of the total amount of plastic used on the contract and the total amount of that that has been recycled.	(Plastics used on the contract that are recycled (tonnes) / total plastic used on the contract (tonnes)) * 100 to arrive at a percentage
NTW32	% of material inputs used on contract that are Beyond Recycling. This includes wood, remanufactured, repaired or recycled content. For further information see: https://gov.wales/beyond-recycling	Target % of material inputs used on contract that are projected to be Beyond Recycling. This includes wood, remanufactured, repaired or recycled content. Please provide evidence for the proposed materials to be used and why they can be classified as Beyond Recycling. For further information see: https://gov.wales/beyond-recycling	Provide a breakdown of the total amount of material inputs used on the contract and the total amount of material inputs that can be classified as beyond recycling based on Welsh Government circular economy guidance. Please provide evidence for all material inputs used and for why certain materials can be classified as "Beyond Recycling".	(Beyond Recycling material inputs used on contract (tonnes) / total material inputs used on the contract (tonnes)) * 100 to arrive at a percentage
NTW33	This could be run in partnership with a third sector and civil society organisations or as part of a company programme. The cumulative cash value should be recorded for organising and running such initiatives. Equivalent cost of equipment and volunteering hours should be recorded separately in the appropriate categories. Staff volunteering time should be valued at £14.63 (2019 prices) per hour, as per 2017 ONS guidance. A detailed description of the relevant initiatives should be provided, together with a method statement and a workplan. When support is being provided as part of a wider company programme (e.g. a nationwide initiative or collaboration with a charity) attribution should be taken into account (please see the toolkit guidance document for worked out examples on attribution).	Provide a breakdown of pounds to be invested in local environmental education initiatives (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of initiatives you plan to support, including how and where you aim to do so. Details of any organisations you will partner with must be provided. Example initiatives include, but are not limited to Carbon Literacy Wales (https://carbonliteracy.com/cymru/wales/)	Provide a breakdown of pounds invested in initiatives aimed at protecting native wildlife and biodiversity as well as local heritage sites (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of initiatives you supported, including how and where you have done so. Provide details of any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR). Example initiatives include, but are not limited to Carbon Literacy Wales (https://carbonliteracy.com/cymru/wales/)	Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)

NTW34	<p>This could be run in partnership with a third sector and civil society organisations or as part of a company programme. The cumulative cash value should be recorded for organising and running such initiatives. Equivalent cost of equipment and volunteering hours should be recorded separately in the appropriate categories. Staff volunteering time should be valued at £14.63 (2019 prices) per hour, as per 2017 ONS guidance. A detailed description of the relevant initiatives should be provided, together with a method statement and a workplan. When support is being provided as part of a wider company programme (e.g. a nationwide initiative or collaboration with a charity) attribution should be taken into account (please see the toolkit guidance document for worked out examples on attribution). Example initiatives include, but are not limited to Wrap UK zero waste training (http://www.wrap.org.uk/).</p>	<p>Provide a breakdown of pounds to be invested in waste management training initiatives (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of initiatives you plan to support, including how and where you aim to do so. Details of any organisations you will partner with must be provided. Example initiatives include, but are not limited to Wrap UK zero waste training (http://www.wrap.org.uk/).</p>	<p>Provide a breakdown of pounds invested in waste management training initiatives (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of initiatives you supported, including how and where you have done so. Provide details of any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR). Example initiatives include, but are not limited to Wrap UK zero waste training (http://www.wrap.org.uk/).</p>	<p>Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)</p>
NTW35	<p>List requirements and contracts where applied.</p>	<p>Specify the total number of procurement contracts on this contract and the total number of contracts that will include sustainable procurement commitments on this contract. Provide a copy of your sustainable procurement policy or an equivalent statement.</p>	<p>Specify the total number of procurement contracts on this contract and the total number of contracts that have included sustainable procurement commitments on this contract. Provide a copy of your sustainable procurement policy or equivalent statement.</p>	<p>(Total contracts including relevant commitments / total contracts) * 100 to arrive at a percentage</p>
NTW36	<p>List requirements and contracts where applied.</p>	<p>Specify the expected total number of contracts with the supply chain on this contract with that require contractors to operate low or zero emission vehicles and the total number of contracts with the supply chain on this contract.</p>	<p>Specify the total number of contracts with the supply chain on this contract with that require contractors to operate low or zero emission vehicles and the total number of contracts with the supply chain on this contract. Provide evidence for the contractual requirements for contractors to operate low or zero emission vehicles as implemented in contracts.</p>	<p>(Total contracts including relevant commitments / total contracts) * 100 to arrive at a percentage</p>
NTW41	<p>This could be run in partnership with a third sector and civil society organisations or as part of a company programme. The cumulative cash value should be recorded for organising and running such initiatives. Equivalent cost of equipment and volunteering hours should be recorded separately in the appropriate categories. Staff volunteering time should be valued at £14.63 (2019 prices) per hour, as per 2017 ONS guidance. A detailed description of the relevant initiatives should be provided, together with a method statement and a workplan. When support is being provided as part of a wider company programme (e.g. a nationwide initiative or collaboration with a charity) attribution should be taken into account (please see the toolkit guidance document for worked out examples on attribution).</p>	<p>Provide a breakdown of pounds to be invested in initiatives aimed at improving health and/or wellbeing in the community (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of health and/or wellbeing issue/s you will address, including how and where you aim to do so. Details of any organisations you will partner with must be provided.</p>	<p>Provide a breakdown of pounds (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)) invested in initiatives aimed at improving health and/or wellbeing in the community. Describe the type of health and/or wellbeing issues you have addressed, including how and where you have done so. Provide details of your initiatives and any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)</p>
NTW42	<p>These benefits are expected to be delivered as a result of transport programmes. Provide detail on different programmes including how passenger car miles have been saved, and figures that have been used as a benchmark or baseline. There is an expectation for independently assured and audited reports to be provided. Miles can be saved on contract or through direct contract related commuting/travel. The measure proxy value can be localised for the type of area in which car miles have been saved. For further information please see pages 9-11 in the DEFRA "Air quality damage cost guidance January 2019" document which can be downloaded from this homepage: https://www.gov.uk/guidance/air-quality-economic-analysis. Please reach out to SVP if you have further questions regarding the localisation of this measure.</p>	<p>Provide details on the programme to be implemented to reduce passenger car miles driven, including a breakdown of the number of car miles to be saved and how the car miles will be saved. Specify the baseline to be used (i.e. car miles driven before a programme is put in place to reduce car miles driven) and full methodology of calculation. This measure can be localized if place specific data for savings in car miles is collected. For further information please see DEFRA "Air quality appraisal: damage cost guidance" (July 2020), which can be accessed through this homepage: https://www.gov.uk/government/publications/assess-the-impact-of-air-quality/air-quality-appraisal-damage-cost-guidance. Please reach out to SVP if you have further questions regarding the localization of this measure.</p>	<p>Provide details of the corporate green transport programme implemented to reduce passenger car miles driven, including a breakdown of the number of car miles saved and how they have been saved. Specify the baseline that is used (i.e. car miles driven before a programme was put in place to reduce car miles driven) and full methodology of calculation.</p>	<p>Car miles (not hundreds of miles) saved against baseline, which must be provided</p>

NTW43	<p>These benefits are expected to be delivered as a result of transport programmes. Examples of evidence would be fleet reports or mileage logs. There is an expectation for independently assured and audited reports to be provided, including the definition and evidencing of the baseline used to calculate any savings against.</p>	<p>Provide details on the programme to be implemented. This measure can be localized if place specific data for savings in car miles is collected. For further information please see DEFRA "Air quality appraisal: damage cost guidance" (July 2020), which can be accessed through this homepage: https://www.gov.uk/government/publications/assess-the-impact-of-air-quality/air-quality-appraisal-damage-cost-guidance. Please reach out to SVP if you have further questions regarding the localization of this measure.</p>	<p>Fleet report and mileage log. There is an expectation for independently assured and audited reports to be provided.</p>	<p>No. miles driven on contract on LEV as part of a specific sustainable transport programme</p>
NTW47	<p>Total number of direct or supply chain employees on contract provided with access to comprehensive workplace wellbeing programmes. Qualifying programmes should include the following dimensions: 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). The response should take into consideration any contract specificities to reflect specific needs and priorities in terms of workplace wellbeing.</p>	<p>Summarise your strategy for providing access to a comprehensive workplace wellbeing programme to all employees, including measures in place or planned. Describe how the programme you are going to deliver is going to be structured around the following dimensions: flexible working time arrangements; healthy nutrition options; physical health; health risk appraisal questionnaires; 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). If you are partnering with any specialist organisation, please provide details or a range of options.</p>	<p>Please upload a description of the wellbeing programme you have delivered and the number of people on the contract that had access to that. Provide evidence for all of the following for the contract context: employment contract based flexible working time arrangements; access to healthy nutrition options and physical health programmes; if available provide information on use rate of healthy nutrition options and physical health programmes. Information on physical health programmes can include the structure of health and wellbeing support and advice; evidence on and structure of health risk appraisal questionnaire; access to health and wellbeing resources (health improvement web portal; information on use of wellness literature; availability and times of seminars and workshops focused on identified wellness issues). If you are partnering with any specialist organisation, please provide details.</p>	<p>Number of employees on contract that have access to qualifying staff wellbeing programmes.</p>
NTW48	<p>Initiatives to remove stigma and promote mental health organised on the contract for direct staff and supply chain.</p>	<p>Specify the planned costs for relevant initiatives on the contract. Describe the type of initiatives, their aim and focus and also who they will be targeted at (staff, supply chain). If you are partnering with any specialist organisation, please provide details or a range of options.</p>	<p>Please provide a breakdown of costs for each initiative, and a summary of the number of people you have engaged where relevant. If you are partnering with any specialist organisation, please provide details.</p>	<p>Costs incurred (£) -costs of putting on the events including hiring of spaces, stands and staff time (to be valued at 14.63 £ per staff hour)</p>
NTW49	-	<p>Describe the initiatives and their relevance to the Measure. A breakdown of pounds (including number of staff hours valued at £14.63 per hour or at £87.48 if it is expert time) should be provided. Provide details of any organisations you will work with and specify whether they will be covering the reported cost with you and how.</p>	<p>Please provide a project report that evidences the activities carried out during the reporting period, their impact, the range of expert services provided, and a description of partnering organisations if any. A breakdown of pounds invested per type of investment - e.g. cash, staff time volunteering (valued at £14.63 per hour), staff time expert advice (valued at £87.48), equipment or equivalent value of other assets should be provided.</p>	<p>£ invested - including staff time (volunteering valued at £14.63 per hours, expert time valued at £87.48 per hour) and materials, equipment or other resources</p>
NTW50	<p>This is to record people employed as a result of a specific and deliberate employment initiative. Record the number of full time annual equivalent (FTE) employees taken on as a result of the contract that had been claiming Jobseeker's Allowance (JSA) or Universal Credit unemployment benefits for 6-12 months preceding the start of the employment contract. The value is additional to NTW1, so that the job can be counted both as NTW1 and in this Measure if the conditions apply. This measure relates to the benefits of employing one person of the relevant background and can only be applied once per person and for a maximum duration of 1 year FTE per person.</p>	<p>Summarise your strategy for employing your target number of unemployed people on this contract. For example, it is likely you will need to cooperate with job centres or other specialist organisations so please specify which ones and how you will approach working with them.</p>	<p>Specify the number of qualifying employees on this contract (for details on how a qualifying employee is defined please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status; 3.) the Full-Time Equivalent (FTE); 4.) that this is the first employment experience after having been unemployed; 5.) how long they were unemployed for before the start of the employment contract. For example, Employee 1: 1 year; full-time; 1 FTE; this is the first employment experience after 4 months of unemployment. Provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0</p>

				corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.
NTW50a	<p>This is to record people employed as a result of a specific and deliberate employment initiative. Record the number of full time annual equivalent (FTE) employees taken on as a result of the contract that had been claiming Jobseeker's Allowance (JSA) or Universal Credit unemployment benefits for 12-24 months preceding the start of the employment contract. For a definition of long-term unemployment see: https://www.gov.uk/government/publications/predicting-likelihood-of-long-term-unemployment-the-development-of-a-uk-jobseekers-classification-instrument-wp116. The value is additional to NTW1, so that the job can be counted both as NTW1 and in this Measure if the conditions apply. This measure relates to the benefits of employing one person of the relevant background and can only be applied once per person and for a maximum duration of 1 year FTE per person.</p>	<p>Summarise your strategy for employing your target number of long-term unemployed people on this contract. For example, it is likely you will need to cooperate with job centres or other specialist organisations so please specify which ones and how you will approach working with them.</p>	<p>Specify the number of qualifying employees on this contract (for details on how a qualifying employee is defined please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status; 3.) the Full-Time Equivalent (FTE); 4.) that this is the first employment experience after having been long-term unemployed; 5.) how long they were unemployed for before the start of the employment contract. For example, Employee 1: 1 year; full-time; 1 FTE; this is the first employment experience after 14 months of unemployment. Provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.</p>
NTW50b	<p>This is to record people employed as a result of a specific and deliberate employment initiative. Record the number of full time annual equivalent (FTE) employees taken on as a result of the contract that had been claiming Jobseeker's Allowance (JSA) or Universal Credit unemployment benefits for at least the 24 months preceding the start of the employment contract. For a definition of long-term unemployment see: https://www.gov.uk/government/publications/predicting-likelihood-of-long-term-unemployment-the-development-of-a-uk-jobseekers-classification-instrument-wp116. The value is additional to NTW1, so that the job can be counted both as NTW1 and in this Measure if the conditions apply. This measure relates to the benefits of employing one person of the relevant background and can only be applied once per person and for a maximum duration of 1 year FTE per person.</p>	<p>Summarise your strategy for employing your target number of long-term unemployed people on this contract. For example, it is likely you will need to cooperate with job centres or other specialist organisations so please specify which ones and how you will approach working with them.</p>	<p>Specify the number of qualifying employees on this contract (for details on how a qualifying employee is defined please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status; 3.) the Full-Time Equivalent (FTE); 4.) that this is the first employment experience after having been long-term unemployed; 5.) how long they were unemployed for before the start of the employment contract. For example, Employee 1: 1 year; full-time; 1 FTE; this is the first employment experience after 14 months of unemployment. Provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.</p>

<p>NTW51</p>	<p>This is to record people employed as a result of a specific and deliberate employment initiative. Record the number of full time annual equivalent (FTE) employees taken on as a result of the contract that had been claiming Jobseeker's Allowance (JSA) or Universal Credit unemployment benefits for 6 -12 months preceding the start of the employment contract.</p>	<p>IMPORTANT NOTE: ONLY enter data for this measure for people from disadvantaged or minority backgrounds that fulfil the specified requirements as outlined in the measure text - evidencing required</p> <p>Summarise your strategy for employing your target number of unemployed people on this contract. For example, it is likely you will need to cooperate with job centres or other specialist organisations so please specify which ones and how you will approach working with them.</p>	<p>IMPORTANT NOTE: ONLY enter data for this measure for people from disadvantaged or minority backgrounds that fulfil the specified requirements as outlined in the measure text - evidencing required</p> <p>Specify the number of qualifying employees on this contract (for details on how a qualifying employee is defined please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status; 3.) the Full-Time Equivalent (FTE); 4.) that this is the first employment experience after having been unemployed; 5.) how long they were unemployed for before the start of the employment contract. For example, Employee 1: 1 year; full-time; 1 FTE; this is the first employment experience after 4 months of unemployment. Provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>IMPORTANT NOTE: ONLY enter data for this measure for people from disadvantaged or minority backgrounds that fulfil the specified requirements as outlined in the measure text - evidencing required</p> <p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.</p>
<p>NTW51a</p>	<p>This is to record people employed as a result of a specific and deliberate employment initiative. Record the number of full time annual equivalent (FTE) employees taken on as a result of the contract that had been claiming Jobseeker's Allowance (JSA) or Universal Credit unemployment benefits for 12-24 months preceding the start of the employment contract. For a definition of long -term unemployment see: https://www.gov.uk/government/publications/predicting-likelihood-of-long-term-unemployment-the-development-of-a-uk-jobseekers-classification-instrument-wp116.</p>	<p>IMPORTANT NOTE: ONLY enter data for this measure for people from disadvantaged or minority backgrounds that fulfil the specified requirements as outlined in the measure text - evidencing required</p> <p>Summarise your strategy for employing your target number of long-term unemployed people on this contract. For example, it is likely you will need to cooperate with job centres or other specialist organisations so please specify which ones and how you will approach working with them.</p>	<p>IMPORTANT NOTE: ONLY enter data for this measure for people from disadvantaged or minority backgrounds that fulfil the specified requirements as outlined in the measure text - evidencing required</p> <p>Specify the number of qualifying employees on this contract (for details on how a qualifying employee is defined please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status; 3.) the Full-Time Equivalent (FTE); 4.) that this is the first employment experience after having been long-term unemployed; 5.) how long they were unemployed for before the start of the employment contract. For example, Employee 1: 1 year; full-time; 1 FTE; this is the first employment experience after 14 months of unemployment. Provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>IMPORTANT NOTE: ONLY enter data for this measure for people from disadvantaged or minority backgrounds that fulfil the specified requirements as outlined in the measure text - evidencing required</p> <p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six</p>

				<p>months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.</p>
NTW51b	<p>This is to record people employed as a result of a specific and deliberate employment initiative. Record the number of full time annual equivalent (FTE) employees taken on as a result of the contract that had been claiming Jobseeker's Allowance (JSA) or Universal Credit unemployment benefits for at least the 24 months preceding the start of the employment contract. For a definition of long-term unemployment see: https://www.gov.uk/government/publications/predicting-likelihood-of-long-term-unemployment-the-development-of-a-uk-jobseekers-classification-instrument-wp116.</p>	<p>IMPORTANT NOTE: ONLY enter data for this measure for people from disadvantaged or minority backgrounds that fulfil the specified requirements as outlined in the measure text - evidencing required</p> <p>Summarise your strategy for employing your target number of long-term unemployed people on this contract. For example, it is likely you will need to cooperate with job centres or other specialist organisations so please specify which ones and how you will approach working with them.</p>	<p>IMPORTANT NOTE: ONLY enter data for this measure for people from disadvantaged or minority backgrounds that fulfil the specified requirements as outlined in the measure text - evidencing required</p> <p>Specify the number of qualifying employees on this contract (for details on how a qualifying employee is defined please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status; 3.) the Full-Time Equivalent (FTE); 4.) that this is the first employment experience after having been long-term unemployed; 5.) how long they were unemployed for before the start of the employment contract. For example, Employee 1: 1 year; full-time; 1 FTE; this is the first employment experience after 14 months of unemployment. Provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>IMPORTANT NOTE: ONLY enter data for this measure for people from disadvantaged or minority backgrounds that fulfil the specified requirements as outlined in the measure text - evidencing required</p> <p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.</p>
NTW52	<p>This is to record people employed as a result of a specific and deliberate employment initiative. Record the full time annual equivalent (FTE) number of 16-24 yr. old employees taken on as a result of the contract that had not been in employment, education, or training (NEET) before the start of the employment contract. See the following link for a list of categories included: https://www.ons.gov.uk/employmentandlabourmarket/peoplenotinwork/unemployment/bulletins/youngpeoplenotineducationemploymentortrainingneet/november2019. The value is additional to NTW1, so that the job can be counted both as NTW1 and in this Measure if the conditions apply.</p>	<p>Summarise your strategy for employing your target number of people who are NEET on this contract. For example, it is likely you will need to cooperate with job centres or other specialist organisations so please specify which ones and how you will approach working with them.</p>	<p>Specify the number of qualifying employees on this contract (for details on how a qualifying employee is defined please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status; 3.) the Full-Time Equivalent (FTE); 4.) whether this is the first employment experience after having been NEET. For example, Employee 1: 3 months; full-time; 0.25 FTE; this is the first employment experience after being NEET. Provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included</p>

				within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.
NTW53	<p>This is to record people employed as a result of a specific and deliberate employment initiative. Record the full time annual equivalent (FTE) number of employees aged 18+ taken on as a result of the contract that were within the rehabilitation period before the start of the employment contract. Support from Youth Offending Teams (https://www.gov.uk/youth-offending-team), Jobcentre Plus or other agencies carrying out specific programmes may be beneficial in identifying eligible individuals. For guidance about rehabilitation periods see: https://www.gov.uk/exoffenders-and-employment. The value is additional to NTW1, so that the job can be counted both as NTW1 and in this Measure if the conditions apply.</p>	<p>Summarise your strategy for employing your target number of 18-24 year old rehabilitating offenders on this contract. For example, it is likely you will need to cooperate with job centres or other specialist organisations so please specify which ones and how you will approach working with them.</p>	<p>Specify the number of qualifying employees on this contract (for details on how a qualifying employee is defined please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status; 3.) the Full-Time Equivalent (FTE); 4.) that they were a 18-24 year old rehabilitating offender before the start of the employment contract; that this is the first employment experience as an ex-offender. For example, Employee 1: 3 months; full-time; 0.25 FTE; was a 20 years old ex-offender before the start of the employment contract; this is the first employment experience. Provide details of any organisation partnered with Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.</p>
NTW54	<p>This is to record people employed as a result of a specific and deliberate employment initiative. Record the full time annual equivalent (FTE) number of employees taken on that are disabled. A disabled person is defined as "someone with a physical or mental impairment that has a 'substantial' and 'long-term' effect on their ability to do normal daily activities" (Equality Act 2010). For guidance about employing disabled people and support programmes for employers please see: https://www.gov.uk/government/publications/employing-disabled-people-and-people-with-health-conditions/employing-disabled-people-and-people-with-health-conditions. The value is additional to NTW1, so that the job can be counted both as NTW1 and in this Measure if the conditions apply.</p>	<p>Summarise your strategy for employing your target number of disabled people on this contract. For example, it is likely you will need to cooperate with job centres, care homes or charities so please specify which ones and how you will approach working with them.</p>	<p>Specify the number of qualifying employees on this contract (for details on how a qualifying employee is defined please see the Definition box of this Measure). For each qualifying employee, specify: 1.) the duration of employment; 2.) the employment status; 3.) the Full-Time Equivalent (FTE). For example, Employee 1: 3 months; full-time; 0.25 FTE. Provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>The proxy value can be applied to a person working full time for a year, so if you are employing people part-time, or if the duration of the contract is shorter than one year, we ask you to calculate the full time equivalent (FTE) number of employees for the year. Please note that only direct employees with a contract duration that is at least one year or lasts the full duration of the contract (if this is shorter than one year) can be included within this measure. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week.</p>

NTW55	This is the number of staff hours dedicated to individual or group employment support.	Summarise your strategy for supporting unemployed people into work (including the number of staff hours to be spent and the number of people to be supported). For each session, the number of hours reported should be calculated by multiplying the length of the session by the number of beneficiaries. For example, a 2-hour session attended by 8 unemployed people would be 16 hours. The cumulative number across sessions should be reported. Describe the activity/activities to be carried out and provide details of any partner organisations you will work with.	Specify the number of sessions, and for each session specify the duration, the number of staff providing unemployment support and the number of unemployed people supported. Describe the activity/activities delivered and provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).	The number of hours reported should be calculated by multiplying the length of the session by the number of beneficiaries. For example, a 2-hour session attended by 8 unemployed people would be 16 hours, regardless of if the session is delivered by 1 person or 5 people. The cumulative number across sessions should be reported.
NTW56	This is the number of staff hours dedicated to individual or group employment support specifically for people under 24 years old.	Summarise your strategy for supporting unemployed people into work (including the number of staff hours to be spent and the number of people to be supported). Describe the activity/activities to be carried out and provide details of any partner organisations you will work with.	Specify number of sessions, and for each session the duration, number of staff providing unemployment support and unemployed people supported. Describe the activity/activities delivered and provide details of any organisation partnered with. Information provided should be made compliant with data protection requirements (GDPR).	The number of hours reported should be calculated by multiplying the length of the session by the number of beneficiaries. For example, a 2-hour session attended by 8 unemployed people would be 16 hours, regardless of if the session is delivered by 1 person or 5 people.
NTW57	Work placements indicate a temporary work experience within a company, for example working on junior-level tasks for the purpose of gaining experience and insight into the industry, or a more skill specific graduate position. Only work placements for students with a duration of 1 to 6 weeks (typically unpaid) should be registered here. The cumulative number of weeks (from 1 to 6 for each student work placement) should be registered. For guidance please see: https://www.gov.uk/guidance/national-minimum-wage-work-experience-and-internships . Should not be double counted with other work placement Measures.	Summarise your strategy for providing your target number of weeks of student work placements or pre-employment courses on this contract. Specify the type of student work placements or/and pre-employment courses that will be provided, including what kind of industry-based experience they will result in and how. As you will cooperate with schools, colleges or universities, please specify which ones and how you will approach this.	Specify the number of people in student work placements or pre-employment courses on this contract, and for each person specify: the duration in weeks and type of the work placement or pre-employment course. Describe the industry-based experience gained and provide details of the school, college or university partnered with. Information provided should be made compliant with data protection requirements (GDPR).	Number of total student placement weeks on the contract (only student placements between 1-6 weeks)
NTW58	Work placements indicate a temporary work experience within a company, for example working on junior-level tasks for the purpose of gaining experience and insight into the industry, or a more skill specific graduate position. The cumulative number of weeks of work placements (noting that each placement must be longer than 6 weeks) should be registered. Only placements paid at least minimum or national living wage, as per governmental regulations, should be included. For guidance please see: https://www.gov.uk/guidance/national-minimum-wage-work-experience-and-internships and here https://www.gov.uk/national-minimum-wage-rates .	Summarise your strategy for providing your target number of positions and weeks of paid work placements on this contract. Specify the type of work placements (as well as pay type, i.e. minimum wage, national living wage or higher wage) that will be provided, including what kind of industry-based experience they will result in and how. If you will cooperate with any organisation, school, college or university, please specify which ones and how you will approach this.	Specify the number of people in work placements, and for each person specify: the duration in weeks and type (including pay type, i.e. minimum wage, national living wage, higher wage) of the work placement. Describe the industry-based experience gained and provide details of any organisation, school, college or university partnered with. Information provided should be made compliant with data protection requirements (GDPR).	Number of weeks in total on the contract (note that each placement must be at least 6 weeks).
NTW61	The current Real Living wage for the UK as set by the Living Wage foundation is £9.30 per hour (https://www.livingwage.org.uk/). Please apply the appropriate rate as the relevant threshold depending on the contract.	Please specify to what percentages of the workforce on the contract you apply the Real Living Wage rate.	Please provide evidence of the total number of employment contracts and the number of employment contracts where staff are paid at least Real Living wage according to the relevant local rate. For more information see: https://www.livingwage.org.uk/ . All data should be reported in compliance with GDPR requirements.	Apply relevant rates depending on location of the contract.

NTW63	<p>This can include among other things a focus on supply chain sustainability and fairness, fair trade or a use of B Corps. Percentage of contracts within the local supply chain that include requirements to ensure that supply chains are free from slavery and to encourage effective and transparent reporting. Local in this context refers to the Welsh and UK supply chain. To record for the international supply chain please use NTW25. For further information please see: http://www.antislaverycommissioner.co.uk/priorities/priority-4-private-sector-engagement/ or https://gov.wales/sites/default/files/publications/2019-09/code-of-practice-guide-to-tackling-modern-slavery-and-human-rights-abuses.pdf</p> <p>For management insight please see e.g. Project Bank Accounts and how they can be used in the supply chain https://gov.wales/sites/default/files/publications/2019-09/guidelines-for-deploying-welsh-government-project-bank-account-policy.pdf.</p>	Specify the total number of procurement contracts on this contract and the total number of those that will include commitments to ethical employment practices in the local supply chain. If possible and applicable, provide a copy of your ethical procurement policy and a copy of your modern slavery statement.	Specify the total number of procurement contracts on this contract and the total number of those that include commitments to ethical employment practices in the local supply chain. If applicable, provide a copy of your ethical procurement policy and a copy of your modern slavery statement.	-
NTW64	<p>These are initiatives run by your organisation to identify, manage, track and reduce risks of modern slavery within the local supply chain for the contract. These might include e.g. supply chain mapping, staff training, robust checking processes for recruitment and agency workers (e.g. right to work checks, bank account checks, address checks), engagement programmes with the supply chain to communicate expectations and requirements around modern slavery and to offer support to solve challenges, etc. Local in this context refers to the Welsh and UK supply chain. To record spend with international supply chain initiatives please use NTW26. For further information and guidance in terms of engagement and process please consult the "Code of Practice Guide to tackling Modern Slavery and Human Rights Abuses" provided by Welsh Government. The guide can be accessed through the following link and provides practical guidelines and examples on how to best engage with this issue: https://gov.wales/sites/default/files/publications/2019-09/code-of-practice-guide-to-tackling-modern-slavery-and-human-rights-abuses.pdf</p>	These are initiatives you are planning to run to identify and manage risks of modern slavery within the local supply chain for the contract. Identify and describe planned initiatives, and for each initiative provide a breakdown of expected costs. Please also provide information on how the planned initiatives are going to reduce risks of modern slavery in the local supply chain, how monitoring and progression will be managed.	Describe delivered relevant initiatives, and for each initiative provide a breakdown of the costs. Provide detail of the number of organisations in the local supply chain for the contract involved. Please also provide information on how the undertaken initiatives reduced risks of modern slavery in the local supply chain, how monitoring and progression were managed.	£ invested
NTW65	-	Describe the initiatives and their relevance to the Measure. A breakdown of pounds (including number of staff hours valued at £14.63 per hour or at £87.48 if it is expert time) should be provided. Provide details of any organisations you will work with and specify whether they will be covering the reported cost with you and how.	Please provide a project report that evidences the activities carried out during the reporting period, their impact, the range of expert services provided, and a description of partnering organisations if any. A breakdown of pounds invested per type of investment - e.g. cash, staff time volunteering (valued at £14.63 per hour), staff time expert advice (valued at £87.48), equipment or equivalent value of other assets should be provided.	£ invested - including staff time (volunteering valued at £14.63 per hours, expert time valued at £87.48 per hour) and materials, equipment or other resources
NTW66	<p>This could be e.g. donating a van to a community organisation, or the use of office accommodation, etc. Equivalent £ value should be calculated and assumptions and details about the calculation should be made explicit. Attribution might need to be taken into account where resources are being donated not strictly as a result of commitments made in relation to the contract. There needs to be a clear link to the contractual activity. Please see the toolkit guidance document for worked out examples on attribution.</p>	Provide a list of third sector and civil society organisations you have already identified or a range of options. Provide a breakdown of the equivalent value of resources and/or equipment to be donated to third sector and civil society organisations, including the names of the organisations.	Provide a breakdown of the equivalent value of resources and/or equipment donated to each third sector and civil society organisation, including evidence of the donations and the names of the third sector and civil society organisations supported.	Equivalent £ value of the donation

NTW67	<p>Volunteering is defined by the International Labour Organisation (2001) as 'unpaid non-compulsory work; that is, time individuals give without pay to activities performed either through an organisation or directly for others outside of the household'. Here only staff volunteering hours should be recorded when time has been allocated for staff to spend on formal volunteering (not for family and friends). Please include only the amount of volunteering that has been provided by staff during working hours or on paid overtime, or that has been delivered as a direct result of an activity organised by the organisation and agreed with the employees. Please see the toolkit guidance document for worked out examples on attribution.</p>	<p>Specify the list of third sector and civil society organisations that are going to be supported and describe the volunteering activities to be delivered and their intended purposes. Provide a breakdown of staff volunteering hours to be delivered to third sector and civil society organisations. For example, if 10 staff volunteer 3 hours, then the total reported should be 30.</p>	<p>Specify the name of the third sector and civil society organisations supported, the volunteering activities delivered and their intended purposes. Provide a breakdown of staff volunteering hours delivered to third sector and civil society organisations. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>Number of staff hours spent on volunteering with third sector and civil society organisations. For example, if 10 staff volunteer 3 hours, then the total reported should be 30.</p>
NTW68	<p>This is the additional SV (SVA) from spending on suppliers for the contract that are voluntary, community or social enterprises. This might include e.g. choosing a catering company that employs rehabilitating offenders, or a furniture service that recycles donated furniture, or a social enterprise recruitment consultancy, etc. Social Enterprise UK have a useful tool to identify social enterprises that have membership with them based on location https://www.socialenterprise.org.uk/members-map. You may refer to the local economic development team in the council to identify potential partners. A relevant SROI multiplier can be substituted to this default value when available and assured, by using the additional multiplier column in the Measurement Calculator. The total SVA from selecting a local third sector and civil society organisation in the supply chain can be computed by adding the appropriate NTW68 and NTW14 multipliers, when NTW14 or NTW15 are not directly included in the analysis.</p>	<p>Provide a breakdown of the estimated pounds to be spent with third sector and civil society organisations in your supply chain on this contract, including the name of the organisations (or a range of potential names) and the type of goods/services to be procured from each.</p>	<p>Provide a breakdown of pounds spent with third sector and civil society organisations within your supply chain on this contract, including the name of the organisations and the type of goods/services procured from each.</p>	<p>£ spent with third sector and civil society organisations in the supply chain. Note that they do not need to be local organisations. Please see the Rationale for more on double counting.</p>
NTW69	<p>This is expert staff time (e.g. financial advice / legal advice / HR advice / HSE) dedicated to supporting third sector and civil society organisations. Please include only the amount of volunteering that has been provided by staff during working hours or on paid overtime, or that has been delivered as a direct result of an activity organised by the organisation and agreed with the employees. Please see the toolkit guidance document for worked out examples on attribution.</p>	<p>Summarise your strategy for providing expert advice to third sector and civil society organisations. Provide the names of the organisations you will support or a range of options. Describe the number of staff hours to be spent in total and for each organisation. Specify the type of expert advice that will be provided, including the type of qualification/role of the person delivering this advice.</p>	<p>Provide a breakdown of staff hours spent providing expert advice to third sector and civil society organisations. Provide the details of the organisations you have supported. Specify the number of staff hours spent for each third sector and civil society organisation, the type of expert advice given as well as the qualification/role of the person delivering this advice. Information provided should be made compliant with data protection requirements (GDPR).</p>	<p>For example, if 5 staff will spend 2 hours providing expert advice, then the total number of hours reported should be 10.</p>
NTW70	<p>This includes training provided to own staff, Tier 1 supply chain and subcontractors specifically around diversity. Record the cumulative number of hours experienced by the attendees and specify both separately as a description. Only training provided for supply chain organisation at no cost to them should be included.</p>	<p>Describe your strategy for delivering equality, diversity training to own staff and supply chain on this contract. Provide a workplan, including number of staff hours that will be spent and the number of people that will be involved in the training both from your own organisations and from those in the supply chain. Explain the objectives of the training session/s and how progress towards these objectives will be monitored over the course of the contract.</p>	<p>Provide a breakdown of staff hours spent providing equality, diversity and inclusion training to own staff and supply chain organisations on this contract, including the number of people involved in the training. Describe the objectives of the training session(s) and how progress towards these objectives will be monitored over the course of the contract. Information provided should be made compliant with data protection requirements (GDPR). If you are partnering with any specialist organisation, please provide details.</p>	<p>The number of hours reported should be calculated by multiplying the length of the session by the number of beneficiaries. For example, a 2-hour session attended by 8 unemployed people would be 16 hours, regardless of if the session is delivered by 1 person or 5 people.</p>
NTW71	<p>Combined % of BAME (black, asian, minority ethnic) hired on contract as fulltime annual equivalent (FTE) directly and through the supply chain. This Measure encourages increased hiring of BAME.</p>	<p>Summarize your expected combined % share of BAME (black, asian, minority ethnic) hired on contract (FTE) directly and through the supply chain.</p>	<p>Provide information on the % share of BAME (black, asian, minority ethnic) working on contract (FTE). The provided data has to be supported by official company employment statistics or other documentation. If the data includes supply chain data suppliers have to provide the respective documentation. The data has to be adjusted for FTE employment to allow for comparability between different kinds of contracts.</p>	<p>Number of BAME hired on the contract over the total number of people hired on the contract - (%). Please provide calculation both in original number of contracts and converted to FTE for comparison with other employment indicators. While there is no fixed definition of full time employment, an FTE of 1.0 corresponds to having one person employed on a full time basis for a</p>

				period of 12 months. For example, two people employed full time for six months would equal 1.0 FTE. We define full time employment here as working at least 35 hours per week. Include both direct employment and jobs unlocked through the supply chain as a result of your procurement requirements. Do not double count direct and supply chain employment for the same areas with other relevant measures.
NTW73	This could be run in partnership with a third sector and civil society organisation or as part of a company programme. The cumulative cash value should be recorded for organising and running such initiatives. Equivalent cost of equipment and volunteering hours should be recorded separately in the appropriate categories. Staff volunteering time should be valued at £14.63 (2019 prices) per hour, as per 2017 ONS guidance. A detailed description of the relevant initiatives should be provided, together with a method statement and a workplan. When support is being provided as part of a wider company programme (e.g. a nationwide initiative or collaboration with a charity) attribution should be taken into account (please see the toolkit guidance document for worked out examples on attribution).	Provide a breakdown of pounds to be invested in initiatives aimed at reducing crime (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of crime/s you aim to reduce, including how and where you aim to do so. Details of any organisations you will partner with to reduce crime must be provided.	Provide a breakdown of pounds invested in initiatives aimed at reducing crime (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of crime you have aimed to reduce, including how and where you have done so. Provide details of any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR).	Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)
NTW74	This could be run in partnership with a third sector and civil society organisation or as part of a company programme. The cumulative cash value should be recorded for organising and running such initiatives. Equivalent cost of equipment and volunteering hours should be recorded separately in the appropriate categories. Staff volunteering time should be valued at £14.63 (2019 prices) per hour, as per 2017 ONS guidance. A detailed description of the relevant initiatives should be provided, together with a method statement and a workplan. When support is being provided as part of a wider company programme (e.g. a nationwide initiative or collaboration with a charity) attribution should be taken into account (please see the toolkit guidance document for worked out examples on attribution).	Provide a breakdown in pounds to be invested in initiatives aimed at supporting older, disabled and vulnerable people to build stronger community networks (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe the group/s you will be supporting and the activities you will deliver, including how and where you will do so. Details of any organisations you will partner with must be provided.	Provide a breakdown of pounds (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)) invested in initiatives aimed at supporting older, disabled and vulnerable people to build stronger community networks. Describe the groups you have supported and the activities you have delivered, including how and where you have done so. Provide details of any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR).	Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)
NTW75	This could be run in partnership with a third sector and civil society organisations or as part of a company programme. The cumulative cash value should be recorded for organising and running such initiatives. Equivalent cost of equipment and volunteering hours should be recorded separately in the appropriate categories. Staff volunteering time should be valued at £14.63 (2019 prices) per hour, as per 2017 ONS guidance. A detailed description of the relevant initiatives should be provided, together with a method statement and a workplan. When support is being provided as part of a wider company programme (e.g. a nationwide initiative or collaboration with a charity) attribution should be taken into account (please see the toolkit guidance document for worked out examples on attribution). Disadvantaged in this context refers to children suffering from various forms of deprivation and exclusion, including but not limited to economic or food poverty, social or education exclusion or discrimination, etc. The definition of disadvantaged may vary between	Provide a breakdown of pounds to be invested in initiatives aimed at supporting disadvantaged young people and their families (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe the group/s you will be supporting and the activities you will deliver, including how and where you will do so. Details of any organisations you will partner with must be provided. Example initiatives include, but are not limited to, Action for Children (https://www.actionforchildren.org.uk/) or Children in Wales (https://www.childreninwales.org.uk/).	Provide a breakdown of pounds (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)) invested in initiatives aimed at supporting disadvantaged young people and their families. Describe the groups you have supported and the activities you have delivered, including how and where you have done so. Provide details of any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR). Example initiatives include, but are not limited to, Action for Children (Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)

	different contexts. The overall aim of this measure is to reduce structural inequalities and enable and facilitate social and economic participation of those most vulnerable in society. For information on Welsh Government initiatives and policy around working with and supporting disadvantaged children particularly around education please see the following link: https://gov.wales/education-of-disadvantaged-children		https://www.actionforchildren.org.uk/) or Children in Wales (https://www.childreninwales.org.uk/).	
NTW76	This could be a cash donation or the equivalent value of in kind contributions - e.g. donating a van to a community organisation - that have been made for a specific community project. Equivalent £ value should be calculated and assumptions and details about the calculation should be made explicit. Attribution might need to be taken into account where resources are being donated not strictly as a result of commitments made in relation to the contract. There needs to be a clear link to the contractual activity. Please see the tool kit guidance document for worked out examples on attribution.	Provide a breakdown of the pound equivalent value of donations and/or in-kind contributions that will be donated to local community projects. Describe the local community projects you will support. Provide details of any organisations you will partner with.	Provide a breakdown of the pound equivalent value of donations and/or in-kind contributions donated to local community projects. Describe the local community projects you have supported. Provide details of any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR).	£ donated (or equivalent value in £)
NTW77	Please refer to the definition of the local area specified for NTW1. Volunteering is defined by the International Labour Organisation (2001) as 'unpaid non-compulsory work; that is, time individuals give without pay to activities performed either through an organisation or directly for others outside of the household'. Here only staff volunteering hours should be recorded when time has been allocated for staff to spend on formal volunteering (not for family and friends). In the case of local community projects there might not be a community organisation at the receiving end of the volunteering, but it might be an initiative set up by the company itself based on local intelligence. Time invested in organising such activities must be recorded in this category on top of the staff volunteering time itself. Please include only the amount of volunteering that has been provided by staff during working hours or on overtime, or that has been delivered as a direct result of an activity organised by the organisation and agreed with the employees (please see the toolkit guidance document for worked out examples on attribution).	Describe the volunteering activity/activities to be delivered and the local community projects to be supported. Provide details of any organisations you will partner with. Provide a breakdown of staff volunteering hours to be delivered to local community projects. Only regular work hours and overtime hours can be counted as volunteering hours. For example, if 10 staff will volunteer 3 hours each, then the total number of hours reported should be 30.	Describe the volunteering activity/activities you have delivered and the local community projects you have supported. Provide details of any organisations you have partnered with. Provide a breakdown of staff volunteering hours delivered to local community projects. Only regular work hours and paid overtime hours can be counted as volunteering hours. Information provided should be made compliant with data protection requirements (GDPR).	For example, if 10 staff will volunteer 3 hours each, then the total number of hours reported should be 30.
NTW78	Please refer to the definition of the local area specified for NTW1. A Community Charter is a document designed by the community that identifies needs and opportunities, and directs businesses that can help towards specific deliverables. This could be provided through funding of a local community coordinator or a third party to facilitate the process. Supporting a local community coordinator means agreeing to be a sponsor and sign up to the initiatives, e.g. by directing staff volunteers towards them.	Provide a breakdown of pounds to be invested in helping the local community draw up their own Community Charter or Stakeholder Plan (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe your strategy/workplan for engaging with the local community. Provide details of any organisations you will partner with.	Provide a breakdown of pounds invested to help the local community draw up their own Community Charter or Stakeholder Plan (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Provide a copy of the Community Charter or the Stakeholder Plan and details of any organisations you have partnered with. Information provided should be made compliant with data protection requirements (GDPR).	Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)
NTW79	-	Describe the initiatives and their relevance to the Measure. A breakdown of pounds (including number of staff hours valued at £14.63 per hour or at £87.48 if it is expert time) should be provided. Provide details of any organisations you will work with and specify whether they will be covering the	Please provide a project report that evidences the activities carried out during the reporting period, their impact, the range of expert services provided, and a description of partnering organisations if any. A breakdown of pounds invested per type of investment - e.g. cash, staff time	£ invested - including staff time (volunteering valued at £14.63 per hours, expert time valued at £87.48 per hour) and materials, equipment or other resources

		reported cost with you and how.	volunteering (valued at £14.63 per hour), staff time expert advice (valued at £87.48), equipment or equivalent value of other assets should be provided.	
NTW80	Facilitating the use of the Welsh language is part of social value in Wales. This measure is aimed at engaging with this. This could be run in partnership with a third sector and civil society organisation or as part of a company programme. The cumulative cash value should be recorded for organising and running such initiatives. Equivalent cost of equipment and volunteering hours should be recorded separately in the appropriate categories. Staff volunteering time should be valued at £14.63 (2019 prices) per hour, as per 2017 ONS guidance. A detailed description of the relevant initiatives should be provided, together with a method statement and a workplan. When support is being provided as part of a wider company programme (e.g. a nationwide initiative or collaboration with a charity) attribution should be taken into account (please see the toolkit guidance document for worked out examples on attribution).	Provide a breakdown of pounds to be invested in initiatives aimed at supporting people to learn the Welsh language (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of activities you plan to support, including how and where you aim to do so. Details of any organisations you will partner with must be provided.	Provide a breakdown of pounds invested in initiatives aimed at learning the Welsh language (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of initiatives you supported, including how and where you have done so. Provide details of any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR).	Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)
NTW81	Enhancing and expanding the knowledge of Welsh culture and facilitating the participation in local arts, sports and heritage activities is part of social value in Wales. This measure is aimed at engaging with this. This could be run in partnership with a third sector and civil society organisation or as part of a company programme. The cumulative cash value should be recorded for organising and running such initiatives. Equivalent cost of equipment and volunteering hours should be recorded separately in the appropriate categories. Staff volunteering time should be valued at £14.63 (2019 prices) per hour, as per 2017 ONS guidance. A detailed description of the relevant initiatives should be provided, together with a method statement and a workplan. When support is being provided as part of a wider company programme (e.g. a nationwide initiative or collaboration with a charity) attribution should be taken into account (please see the toolkit guidance document for worked out examples on attribution).	Provide a breakdown of pounds to be invested in initiatives aimed at supporting people to get involved in arts, sport and heritage activities (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of activities you plan to support, including how and where you aim to do so. Details of any organisations you will partner with must be provided.	Provide a breakdown of pounds invested in initiatives aimed at getting people involved in arts, sport and heritage activities (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of initiatives you supported, including how and where you have done so. Provide details of any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR).	Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)
NTW82	Investing in the protection of local wildlife, biodiversity and heritage sites is part of social value in Wales. This measure is aimed at engaging with this. This could be run in partnership with a third sector and civil society organisation or as part of a company programme. The cumulative cash value should be recorded for organising and running such initiatives. Equivalent cost of equipment and volunteering hours should be recorded separately in the appropriate categories. Staff volunteering time should be valued at £14.63 (2019 prices) per hour, as per 2017 ONS guidance. A detailed description of the relevant initiatives should be provided, together with a method statement and a workplan. When support is being provided as part of a wider company programme (e.g. a nationwide initiative or collaboration with a charity) attribution should be taken into account (please see the toolkit guidance document for worked out examples on attribution).	Provide a breakdown of pounds to be invested in initiatives aimed at protecting native wildlife and biodiversity as well as local heritage sites (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of initiatives you plan to support, including how and where you aim to do so. Details of any organisations you will partner with must be provided.	Provide a breakdown of pounds invested in initiatives aimed at protecting native wildlife and biodiversity as well as local heritage sites (including number of staff hours valued at £14.63 per hour - i.e. the general value for volunteering (NTW67)). Describe what type of initiatives you supported, including how and where you have done so. Provide details of any organisations you have partnered with. Where an additional multiplier has been added at Measurement as a result of specific impact assessments for the initiatives reported (e.g. SROI), the reports for each assessment should be provided. There is an expectation for independently assured and audited reports to be provided. Information provided should be made compliant with data protection requirements (GDPR).	Calculate the equivalent pound value of resources invested - including cash, equipment, use of assets (e.g. space) and staff time (staff hours should be valued at £14.63 per hour)
NTW83	-	Describe the initiatives and their relevance to the Measure. A breakdown of pounds (including number of staff hours valued at £14.63 per hour or at £87.48 if it is expert time) should be provided. Provide details of any organisations you will work with and specify whether they will be covering the reported cost with you and how.	Please provide a project report that evidences the activities carried out during the reporting period, their impact, the range of expert services provided, and a description of partnering organisations if any. A breakdown of pounds invested per type of investment - e.g. cash, staff time volunteering (valued at £14.63 per hour), staff time expert advice (valued at £87.48), equipment or equivalent value of	£ invested - including staff time (volunteering valued at £14.63 per hour, expert time valued at £87.48 per hour) and materials, equipment or other resources

			other assets should be provided.	
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