**Social Value Guidance**

**Harrow’s Commitment to Social Value**

In January 2013 The Public Services (Social Value) Act 2012 (the ‘Social Value Act’) became law. The Social Value Act requires the Council to consider how we can improve the economic, social and environmental well-being of our area through the procurement processes for services contracts subject to public procurement regulations.

In line with public procurement regulations the Council has also adopted a Social Value Policy that builds upon the Social Value Act to include a requirement for the Council to consider how we can improve the economic, social and environmental well-being of our area through all Council procurements and to measure the benefits that this brings to the communities we serve.

The Social Value agenda is a high priority, and it is the Council’s intention that the delivery of this contract will assist in the achievement of objectives around social, economic and environmental sustainability as described below:

* New employment opportunities resulting from delivery of this contract that will be shared with Harrow residents in the same way as others have the opportunity to compete (including those who are currently without work), so that they have the free and fair opportunity to compete for them.
* A commitment to work with the Council to identify how new apprenticeships, training and/or other skills development opportunities and college/school talks will be delivered, particularly to the young people of Harrow, through contract delivery. An Employer Guide to Apprenticeships can be found at [www.gov.uk](http://www.gov.uk)
* Suppliers based in Harrow to be given the free and fair opportunity to compete for sub-contracting and supply chain opportunities which result from delivery of this contract, in the same way as other suppliers have the opportunity to compete for those opportunities.
* The negative impact on the environment resulting from delivery of this contract will be minimised.

**Objective**

Delivering social value in Harrow is at the heart of everything that we do and is fundamentally about achieving maximum value. ‘Value’ doesn’t simply mean the best price, but rather looks at the wider context of achieving greater economic, social and environmental benefits for the local community.

The Authority has identified a number of social value opportunities linked to this project that could be delivered under this contract and are set out in the attached Excel Worksheet. We do not expect you to answer ‘yes’ to all opportunities but you should identify those areas where you can and will support us to deliver social value to improve the well-being of our area at no additional cost through the delivery of this contract.

**Instructions on providing your social value offer**

We require bidders to make an assessment of which measures/opportunities you will perform and will implement through the delivery of this contract. Bidders can also add additional measures/opportunities.

Tenderers are asked to express (in numbers, where appropriate) and set out in detail what they will provide and perform as part of this contract. You need to submit a Method Statement which should include the following:

* a detailed outline of each benefit (including targets where appropriate) and how it will benefit Harrow
* implementation process for each benefit including how and when it is to be delivered
* how the process will be managed, monitored and reported back to the Council

**Your response should be SMART Specific Measurable Achievable Relevant Timebound –**

* Tenderers should identify any areas of expertise that you are reliant on subcontractors or partnership arrangements to provide and how this will be managed.
* How you will work with relevant Harrow Council and Harrow Community and Voluntary Sector initiatives.

It is important that bidders accurately complete the information as bidders’ responses will be scored with the Social Value Action Plan. Bidders’ responses will be included in the contract and you will be required to comply with the same if you are awarded this contract.

Guidance of the economic and community benefit applicable to this tender is available within the social value documents:

* Social Value Background Information

**The successful bidder will be contracted to provide a quarterly return on the delivery of their social value commitments.**

*Please note: social value questions are shown on the tendering portal.*

**Social Value Questions**

1. **Social Value Commitments**

Bidders are to input their commitments to social value through the delivery of this contract. Bidders are to decide which commitments are best suited to this specific contract taking into account the value, term and scope of the contract. Bidders should be aware that your offer to social value will form part of the contract and that your delivery of these commitments will be monitored throughout the life of the contract. Please therefore ensure that your offer is deliverable.

1. **Support Social Value Method Statement**

Bidders are requested to provide a supporting method statement outlining how they will deliver their social value commitments. The statement should include:

* a detailed outline of each benefit (including targets where appropriate) and how it will benefit Harrow
* implementation process for each benefit including how and when it is to be delivered
* how the process will be managed, monitored and reported back to the Council.

**Evaluation Methodology**

**1. Social Value Method Statement**

**Max Score: 5**

A final Social Value score will be as set out in the matrix below.

Tenderers will be evaluated on

* The **Social Value Commitments** they offer as part of this contract only and
* The **Supporting information** they provide on how they propose to deliver the Social Value (SV) commitments offer as set out in the template they have populated as to all the items listed

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| **Generic Scoring Framework for Social Value/Community Benefits**  |
| **Score**  | **Description**  |
| 0  | The social value offer and supporting information required is either omitted or fundamentally fails to meet the relevant Social Value Requirements. Insufficient evidence to support the proposal to allow the Authority to evaluate. **Unacceptable.**  |
| 1  | The social value offer and supporting information submitted has insufficient evidence to demonstrate that the relevant Social Value Requirements can be met. Significant omissions, serious and/or many concerns. **Poor**.  |
| 2  | The social value offer and supporting information submitted has some minor omissions in respect of the relevant Social Value Requirements. The offer and method statement satisfies the basic requirements in some respects but is unsatisfactory in other respects and raises some concerns. **Fair.**  |
| 3  | The social value offer and supporting information submitted provides some good evidence to meet the relevant Social Value Requirements and is satisfactory in most respects and there are no major concerns. **Good.**  |
| 4  | The social value offer and supporting information submitted provides good evidence that all the Social Value Requirements can be met. Full and robust response, any concerns are addressed so that the proposal gives confidence. **Very Good**.  |
| 5  | The social value offer and supporting information submitted provides strong evidence that all the Social Value Requirements can be met and the proposal exceeds expectations provides full confidence and no concerns. **Outstanding**  |