Appendix 2.1 – Community Benefits Menu

**BSS24005 – WORKS OF ADAPATIONS (WOA)**

Barcud Shared Services is committed to contributing to the social, economic and environmental well-being of our client community areas. This document is designed to support contractors in developing a robust community benefits offering, a contractor does not need to provide support in every aspect listed however it is expected that the contractor **supports a minimum of one**.

Tenderers must not outline the community benefit’s they are currently delivering for existing Clients. Tenderers **must outline what they propose to offer** Barcud Shared Services clients if awarded the contract.

1. **General community benefits:**
   1. The supplier will need to provide community benefits as a result of the contract

condition requirement as part of the award of this contract. These must be agreed with the Employer prior to delivery of said community benefits. For examples of community benefits that can be delivered - please see below “Community Benefits – Menu of options” attachment.

* 1. All community benefit activities must take place within the client community areas, see ITT for further details.
  2. Prior to any delivery of community benefits the Contractor must inform the Employer and receive authorisation for said community benefits to be considered as part of the awarded contract.
  3. The Contractor must also ensure to joint badge any publicity material gained from the delivery of community benefits, which must be approved by the Employer prior to release.

1. **Monitoring & Verification Information**
   1. Within 4 weeks of completion of each annual audit following Implementation of the contract the Contractor will provide the Employer with a Community Benefit Statement setting out in relation to the period and the contract to date.
   2. If required by the employer, the Contractor will develop monitoring reports in partnership with employer to be submitted at agreed meetings as an agenda item.

# **Community Benefits Menu**

Please note: **Contractors are required to answer this section however not all fields are required to be completed. Please select the options which are most suitable to your organisation.**

|  |  |
| --- | --- |
| **Procurement Requisition Form** | |
| **Decarbonisation** | |
| **Decarbonisation and ‘Green’ Energy**  What decarbonisation programme does your organisation have to become more sustainable in terms of material usage with regards to this requirement? |  |
| **Employment Opportunities** | |
| **Targeted Local Recruitment & Training**  What employment and/or training opportunities can you offer the local community and/or tenants?  It is expected that 1 person week is offered per £20,000.00 of spend. This can be broken down across different individuals and timescales as the supplier sees fit.  **Key info:** Number of weeks available in this contract, number of people on each placement |  |
| **Targeted Apprenticeship/Trainee Scheme**  What apprenticeship and/or trainee schemes can you offer the local community and/or tenants?  A period of 18 months is usually required to deliver a NVQ L2 or similar qualification. Examples include: business admin, surveying & trade sectors.  **Key info:** Number of apprentices/trainees, work area (e.g. admin, trade etc.), hours per week, number of weeks |  |
| **Targeted Work Placements**  What opportunities can you offer to the local community and/or tenants in the form work placements/work experience?  **Key info:** Number of weeks available in this contract |  |
| **Professional Development** | |
| **Targeted Mock Interview Training**  What interview training (including performance feedback) are you able to offer the local community and/or tenants?  **Key info:** Number of interviews to be carried out |  |
| **Mentoring**  What mentorship programs are you able to offer the local community and/or tenants (an outline of guidance should be given)?  **Key info:** Number of mentors, number of hours per mentor |  |
| **Support Professional Development Training**  What professional development training are you able to offer the local community and/or tenants? e.g. training on things such as computers, cost control, health and safety etc. |  |
| **Support Construction Training**  What construction training support are you able to offer the community construction trainers?  This could include materials e.g. bricks, plaster, paint, timber etc, or construction trainers themselves. |  |
| **Careers Fair**  What is your ability to attend an event aimed at making people aware of opportunities in your organisation’s business sector? |  |
| **Community Projects & Events** | |
| **Community Project**  What voluntary local community project support can you offer? e.g. painting of a community room, donation of materials and/or funds.  **Key info:** Number of staff, total hours available |  |
| **Community Workshop**  What is your ability to attend a half-day session with other members of the supply chain to use their business acumen to problem solve and discuss community improvement proposals e.g. how do we secure more revenue support for a community centre?  **Key info:** Number of ½ day sessions attended |  |
| **Schools Project**  What is the contractor’s ability to support, aid financially and/or raise awareness of your business sector within local schools? |  |
| **Community Sporting Events**  What is the contractor’s ability to be part of, aid financially/sponsor and/or promote local sporting events? |  |
| **Community Arts Events**  What is the contractor’s ability to be part of, aid financially/sponsor and/or promote local art events? |  |
| **Secondary Supply Chain Support** | |
| **Secondary Supply Chain Support**  What is the contractor’s ability to encourage their own supply chain to engage in the above activities. |  |
| **Other Ideas** | |
| **Other Ideas**  Detail any other community benefit initiatives you would be able to offer benefiting the local community and/or tenants, local supply chains or the environment. |  |