

Appendix 2 - Outline Draft Trafford Social Value Action Plan

| Draft Social Value Action Plan | | | | | |
|---|--|---|---|---------------|---|
| Theme and Current status in SV maturity index | Desired outcome | Actions | By whom | By when | Resources Required |
| Internal management SV Maturity Index status: Leader | Managing and delivering Social Value to be the responsibilities of all officers. Introduce Social Value as a KPI in Cabinet/Scrutiny Committee meetings where appropriate. | Implement Social Value as a consideration in all Committee reports. Social value requirements to be written into project management methodology so that project managers have responsibility for capturing and monitoring Social Value on their projects. | Governance team Business change team Project Managers | December 2023 | Officer time |
| | | Recruit SV Co-ordinator Identify short/medium and longer term funding sources Draw up role profile. | OS/ NE / STAR procurement | July 2023 | Funding for the post initially identified through Shared Prosperity Fund, longer term finance to be considered as part of top slicing contract finance if feasible. |
| | | Internal awareness raising and training across different Council departments and across different organisations on role of Social Value. Scope out what is needed and whom for. Develop and awareness raising campaign for internal and external audiences. | Learning and Development Team, STAR Procurement and specialist SV Co-ordinator post | October 2023 | Dedicated SV Co-ordinator post is needed, additional finance may be required to develop specialist learning modules that can be rolled out within the Council and to partner organisations. |

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| | | Develop e-learning modules for staff training. | | | |
| Engagement SV Maturity Index status: Developing | Introduce a programme of specific initiatives to build partnerships with business and the third sector. Add long term feedback mechanisms for market engagement (e. g. satisfaction surveys). | Identify key stakeholders across Council and partner organisations to raise awareness of SV opportunities. | SV Steering Group | Nov 2022 | SV Steering Group time commitment. |
| | | Pilot SV Brokerage Event to provide opportunity of matching SV offers from businesses to Community Groups. | IECT/ Community Collective/ Thrive | Nov 2023 | Internal staffing from IECT for pilot, future events will need dedicated resource. Funding needed for venue and marketing. |
| | | Set up process to regularly engage with local communities on priorities and feed into the TOMs. IECT carrying out community needs analysis work with Community hubs. | IECT team completing initial analysis | December 2022 | Initially resourced through officers in the IECT, will require additional resources and time from specialist SV Co-ordinator. |
| | | Develop SV Engagement and Communications Plan. | Comms lead supported by SV Co-ordinator | March 2023 | Communications Team time commitment and dependant on SV coordinator being in place |

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| Policy and scope SV Maturity Index status: Mature | Apply SV to Grants, works, services and planning supplies. SV imbedded into all frameworks. Develop specific policies. | Identify key strategies and plans SV needs to be embedded in. Steering group workshop to identify key policies, strategies and plans. Schedule of works to embedding SV into policies and strategies. | SV Steering Group | April 2023 | SV Steering Group time commitment supported by specialist SV Co-ordinator. |
| | | Social value requirements to be written into project management methodology so that project managers have responsibility for capturing and monitoring Social Value on their projects. | Directorate leads | December 2023 | |
| | Embed Social Value in specific policies and strategies where appropriate as per the "Preston Model". | Investigate the opportunity to include a community benefit/Social Value policy within the Local Plan to encourage all developments above an agreed threshold to maximise Social Value. Investigate the feasibility of requiring all qualifying new housing developments to deliver an Employment and Skills Plan. | Business change team Project Managers | December 2023 | Business change team time commitment, internal approvals and training for relevant staff |
| Outcomes and measures | Processes to incorporate changes to local community | Mapping exercise to establish current Social Value across the Council and ensure outcomes are | SV Steering Group and nominated SV champions | Dec 2023 | SV Steering Group time commitment Social value champions to be |

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| SV Maturity Index status: Developing | priorities in the TOMS annually. Consultation with stakeholders and public sector bodies on the local TOMS development/ update process. Suppliers to be achieving or working towards Social Value Certificate Levels 2 or 3 (or equivalent). | being achieved and benefits are being realised. | across the Council / STAR procurement | | identified supported by specialist SV Co-ordinator. |
| | | Set up a reporting system and identify who needs to feed into this- SV “champions” across the organisation and wider partners Draft out reporting arrangements. | SV Steering Group | Dec 2023 | SV Steering Group time commitment supported by specialist SV Co-ordinator. |
| | | Request partners to report back using standardised templates rather than their own format for SV – standardise reporting format Devise template and reporting format. | SV Steering Group | Dec 2023 | SV Steering Group time commitment supported by specialist SV Co-ordinator. |
| | | Provide biannual progress update on the Social Value Action Plan to Trafford Council’s Executive and other partners’ key bodies as required. | SV Steering Group | Biannual Reports | SV Steering Group time. |
| | | Write in requirement for suppliers to be working towards Social Value certificates. | STAR procurement | December 2023 | STAR Procurement staff time |
| Commissioning SV Maturity Index status: Innovator | Robust commissioning process with Social value embedded in the process. | Update TOMS and build into commissioning documents. | Procurement Team Social Value Steering Group | Ongoing | Met through STAR Procurement |
| | | Review Social Value targets for different types of commissioning, particularly in areas where | Procurement team | December 2023 | Officer time |

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| | | commissioning may be challenging e.g. IT contracts to ensure decision making not entirely driven by Social Value KPIs. | Departmental leads | | |
| Procurement SV Maturity Index status: Leader | Process implemented to incorporate feedback and lessons learnt across the Partnership. Provide examples of tenders that have been open/transparent to the public, that take account of resident's input. | Set up process to showcase what's been achieved and provide case studies and examples of good practice. Produce annual report. | Procurement Team Social Value Steering Group | Dec 2023 | Met through STAR Procurement |
| Governance SV Maturity Index status: Developing | Ensure that the requirements of the Social Value Act are addressed in Corporate Strategies/Plans. | Establish governance arrangements for Social Value work. | Social Value Steering Group | November 2023 | Individual Steering Group members to map out governance and paper to CLT to gain approval for arrangements . |
| | | Review Corporate Strategies/Plans to ensure Social Value requirements are included. | Policy Team | December 2022 | Social Value Steering Group |
| | | Publish Social Value Charter and Action Plan on the Council's website. | Social Value steering Group Comms Team | January 2023 | IECT Officer time |