



Service Policy

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Document Control

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Amendment History

Version	Date	Author	Reasons for Change
001	July 2015	S Matthews	New policy

Equalities Impact Assessment

Initial	Full	Date	Reviewed by	Comments
X		July 2015	W Kenyon	

Civil Contingencies Impact Assessment

Date	Reviewed by	Comments

Related Documents

Doc. Type	Ref No.	Title	Location

Distribution List

Name	Position	I/R
All MFRS		

Sign-Off List

Name	Position

Target audience

All MFS	X	Ops Crews		Fire safety		Community FS		Support Staff	
Principal off.		Senior off.		Suppliers	X				

Ownership

FOI exemption required?	Yes	URL
	No	X

Legislation

Title	2012
Public Services (Social Value) Act	

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SOCIAL VALUE POLICY

1. Policy Introduction and Background

What is Social Value?

Social value involves looking beyond simply the price of a contract and considers the potential collective benefit to a community when choosing to award contracts.

LFRA and MFRA (the Authorities) define Social Value as:

- A process whereby each Fire and Rescue Authority (FRA) will obtain goods, services, works and utilities achieving maximum value for money on a whole life basis, generating benefits not only to the organisation but to the wider community and economy whilst minimising damage to the environment.

Why is it important?

The Public Services (Social Value) Act 2012 is an Act which requires all public bodies in England and Wales, including Local Authorities, to consider how the services they commission and procure might improve the socio-economic and environmental well-being of the communities in which the public services are delivered.

Value for money is the over-riding factor that determines all public sector procurement decisions. However, there is a growing understanding how whole-life cycle requirements can include social and economic requirements. Social Value requirements can be fully embraced in procurement practice providing certain criteria are met.

These criteria are:

- Social requirements should reflect policy adopted by the FRA;
- Social requirements should be capable of being measured in terms of performance;
- Social requirements drafted in the specification become part of the contract;
- Social requirements should be defined in ways that do not discriminate against any bidders across the European Union.

Actively considering social value in the procurement process can direct more taxpayers' money towards improving people's lives, opportunities and the environment.

2. Policy Explanation

Objectives of the Social Value Policy

The overarching objectives of this Social Value Policy are (where appropriate):

- To promote employment and economic sustainability facilitating the development of skills;
- To encourage suppliers to adopt the living wage and to source labour from within Lancashire and Merseyside wherever possible;
- To promote participation and citizen engagement - encourage resident participation/interaction;
- To assist in building the capacity and sustainability of the voluntary and community sector via practical support for local voluntary and community groups;
- To assure equality and fairness not only to FRA staff but also suppliers, community and voluntary sectors;
- To promote environmental sustainability reducing waste, limiting energy consumption and procuring materials from sustainable sources wherever practicable.

The Authorities are committed to considering in the procurement process how economic, social and environmental well-being may be improved and how procurement may secure those improvements under the provisions of the Public Services (Social Value) Act 2012 (the Act).

In procurement activities this will include the use of social value outcomes and measures (proportionate and relevant to the specification requirements) and evaluating tender responses in accordance with those social value outcomes and measures.

Where appropriate, bidders will be required to demonstrate social value outcomes and measures that they can deliver. Procurement will ensure the inclusion of appropriate weightings in tender evaluation models to assess the social value offer submitted by bidders.

Examples of Social Value can be found at Appendix 1.

Sustainability

In order to ensure continuous improvement and development in sustainable procurement the [Flexible-Framework](#), published by the Department of Environment, Food and Rural Affairs (DEFRA) can be used to self-assess, monitor and measure progress.

The framework is designed to be used by all organisations: from those with significant levels of

procurement expertise and resource to those with very limited resource at their disposal. The recommended approach to implementing the framework is to systematically work through each of the 5 themes from levels one (basic) to level five (excellence).

The Authorities are committed to ensuring that the following key areas will be considered, where applicable, within the procurement process.

- Waste Hierarchy
- Packaging & Re-Cycling
- Ethical Sourcing
- Employment Rights and Working Conditions
- Energy Use
- Low Carbon & Transport
- Sustainable Food
- Minimising the impact on the Environment

Suppliers are encouraged to comply with the standards in Appendix 2 and to source alternative and innovative environmentally friendly products, where practicable.

Small and Medium Sized Enterprises (SME's), local suppliers and the voluntary sector will be encouraged to bid for appropriate contracts.

Sustainability enhancements and targets both internally and with the supply chain will be sought to support continuous improvement.

Whole life costs are to be considered when making purchases or tendering, to investigate not only the product purchased but also associated manufacturing, packaging, delivery, re-use and disposal etc.

The Authorities aim to reduce the amount of waste going to landfill by encouraging re-cycling of reusable materials and minimise waste generally.

An action plan will be developed and implemented supporting organisational goals and providing measurable targets for example:

- Incorporating sustainability into procurement processes (where appropriate);
- Introduction and review of government buying standards;
- Development of a robust whole-life costing model;
- Improve contract management and supplier engagement;

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- Review of the British Standard in Sustainable Procurement (BS8903) and how elements can be incorporated into internal working practices and the supply chain.
 - Raise Staff awareness and provide appropriate training where relevant.

Equality & Diversity

The Authorities embrace diversity and promotion of equality of opportunity. As employers the Authorities are committed to equality and valuing diversity within its staff portfolio.

The Authorities are committed to:

- Ensure that the principle of equality and fairness will be a cornerstone of all activities;
- To ensure that the principle of diversity is welcomed, valued and positively encouraged;
- The elimination of unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Equality Act 2010;
- Advancement of equality of opportunity between people who share a protected characteristic; and

Suppliers are expected to be cognisant of these aims and are encouraged to adopt them within their own organisations.

The Authorities will seek to increase supplier diversity by:

- Use of e-tendering systems which reduce the bureaucratic burden for all suppliers and make it easier for smaller organisations to bid for contracts;
- Widely advertising opportunities to bid for contracts;
- The effective use of 'Lots' within larger scale procurement projects;
- Encourage prime contractors to use small, specialist and voluntary sector organisations where it is appropriate to do so.

Within the procurement process the Authorities will:

- Assess if equality is a core requirement of the contract, and incorporate this into tender documents as necessary;
- Consider the opportunities to 'add value' to the procurement (e.g. Use of apprenticeships or employment of long term unemployed);
- Use appropriate award criteria which takes account of equality requirements as specified in the

tender documents;

- Monitor Supplier obligations under the contract as part of the contract management process.

Within the procurement process Suppliers will:

- Give appropriate consideration to the 9 protected characteristics detailed in the Equality Act (2010). These are: Age, Disability, Gender Re-assignment, Marriage & Civil Partnership, Pregnancy & Maternity, Race, Religion & Belief, Sex & Sexual Orientation.
- Conform (in so far as is permitted by law and in so far as has been communicated) to all legislation relating to Equality and Diversity and to the Authority's Policies and Codes of Practice in relation to its obligations under a Contract.

Mandatory requirements within procurement processes will include the obligation for suppliers to adhere to the above as a minimum. Where appropriate, tender requirements may detail further responsibilities in regard to equality and diversity.

APPENDIX 1

Examples of Social Value delivered through procurement :

- Within MFRA the construction project for the Toxteth Fire Fit Hub incorporated social value into the contract. It delivered social value by employing 100% of direct labour from the L8 post code, running 'meet the buyer' events to maximise supply chain opportunities for local business and suppliers, engaging 8 apprentices through the Merseyside Apprentices Programme and active participation in community activities during the pre construction and construction phase. In addition a Building Futures Programme took place to provide practical training for 14 individuals to create employability through the local supply chain.
- Other examples in the wider public sector include :
 - A community childcare organisation that invests in programmes to help long term unemployed people into childcare training, qualifications and employment
 - A local authority who organised 'meals on wheels' at a central point rather than in peoples' homes to reduce isolation and loneliness in the community
 - A transport company that provides added value through delivery of a community dial-a-ride service.

APPENDIX 2

Sustainability Standards

Suppliers are expected to adhere to the standards below and work closely with the LFRS and MFRS to drive forward sustainability in the supply chain, promote and encourage corporate social responsibility, environmental improvements and support to a greener economy.

1 Materials

1.1 Wherever possible, hazardous materials or chemical substances in products used should be minimal and not detrimental to the environment;

1.2 The percentage of recycled content (if available) and how any virgin content is obtained from a sustainably managed source should be provided;

1.3 Eco labels, e.g. EU Ecolabel, FSC, ENERGY STAR etc. (or equivalents) and other environmental standards should be provided;

1.4 Maximisation of environmental performance by seeking high standards in terms of:

- i. Re-use of materials;
- ii. Energy efficiency and renewable energy; and
- iii. Water conservation.

1.5 The Supplier should apply life-cycle thinking to select materials that impact lowest on the environment;

1.6 The manufacturer of the goods shall have a written procedure/routine for purchasing raw materials, which ensures that the raw materials come from legal sources. Raw materials from wood and fibres must not originate from:

- i. Protected areas or areas being processed to become protected areas;
- ii. Areas with unresolved ownership or usage rights
- iii. Illegally harvested raw materials;
- iv. Genetically modified trees and plants.

2. Packaging

2.1 The Supplier should ensure packaging is limited and/or the packaging is bio-degradable, made from post-consumer recycled materials;

2.2 Packaging used should be capable of recovery for further use or recycling;

2.3 Packaging waste should be minimised so that:

- i. Tertiary* and secondary** packaging consists of at least 70% recycled cardboard; and
- ii. Where other materials are used, the tertiary packaging must either be reusable.

**Tertiary packaging is used for bulk handling warehouse storage and transport shipping - normally used to group secondary packaging together to aid handling and transport). **Secondary packaging is outside the primary packaging - perhaps used to group primary*

packages together.

2.4 Where cardboard boxes are used, they shall be made of at least 50% recycled material. Where plastic bags or sheets are used for the final packaging, they shall be made of at least 50% recycled material or they shall be biodegradable or compostable, in agreement with the definitions provided by the EN 13432 (European Standard “Requirements for packaging recoverable through composting and biodegradation”).

2.5 All packaging materials shall be easily separable by hand into recyclable parts consisting of one material (e.g. cardboard, paper, plastic, textile).

2.6 The Supplier should take back packaging and describe how they intend to reduce the amount of packaging.

3. Waste

3.1 All waste from production and preliminary activities must be segregated for appropriate disposal at source, and the various fractions (e.g. plastic and metal) shall principally be recycled.

3.2 The Supplier should act, as far as is reasonable (given local waste plants/recycling facilities etc.), in adherence to the waste hierarchy (reduce, reuse, recycle, and avoid waste to landfill).

4. Use – Performance and Durability

4.1 The Supplier should fulfil the requirements on durability, strength, safety and stability in EN or ISO (when no EN exists) or an evaluation performed by an independent test institution on the basis of the design and choice of materials required (when no EN or ISO standard exists).

5. Labour Conditions

5.1 The Supplier should uphold their commitment relating to labour standards, which meet core ILO Conventions on Labour Rights and the Universal Declaration of Human Rights and may be required to provide proof as to how they apply this commitment.

5.2 The Supplier must provide information, when requested, to illustrate that its suppliers and production sites hold an independently audited and internationally-recognised standard relevant to the product, in order to demonstrate how they are addressing ethical and social issues e.g. living wage provision, avoidance of child labour, application of fair trade principles and adequate working conditions.

5.3 The Supplier should demonstrate how they actively engage with their supply chain and sub-contractors in minimising social and environmental issues.

6.0 Review

6.1 Suppliers will be expected to regularly report on sustainability and sustainable procurement within the Authorities contract management processes.

3. Policy Implementation