

**southeastern**

# Procurement Social Value Charter (PSVC)



## What is social value?

In the past, most businesses used Environmental, Social, and Governance (ESG) criteria to measure performance in key business areas. This approach prioritised mitigating negative risks. A more progressive way of looking at, what is sometimes referred to as 'Sustainability', is how we can create added value via our supply chain in our local economy. This includes geographic areas and communities we serve, the people in our supply chain that help us deliver our services and the local and wider environment. Collectively, that means creating **social value**.

Our objective is to make a real difference to people's lives through our supply chain. This might include such activities as awarding contracts to local suppliers, donating to public realm projects, volunteering time for good causes, hiring apprentices, giving under-represented individuals the opportunity they deserve or helping to preserve our environment.

## Why is social value important to Southeastern?

"We are proud to serve the people and communities of the South East and our objective is to enable people on and around our network to thrive. We are committed to ensuring that our rail service plays a core part in these communities and supports the modal shift to more environmentally sustainable methods of transport and economic growth in the wake of the pandemic. Sustainability, or in broader terms, social value is at the heart of Southeastern's vision and purpose and integral to our strategy to help our business, our customers and our supply chain thrive.

We are proud to launch this market leading Procurement Social Value Charter as it is a significant milestone in bringing our vision and purpose to life, enabling us to work with our supply chain to generate value for our customers, stakeholders and the communities we serve"



—  
*Paul Barlow*  
*Finance Director*

“This is an exciting new chapter for Southeastern and we’re eager to demonstrate our commitment by making a positive impact on society through our charter, leading the way to develop industry leading approaches to diversity, inclusion, well being and training within our supply chain. Our rail operations, already a greener form of transport, will benefit from further environmental commitments and go a step beyond to provide tangible economic, community and ethical improvements across the network and with our delivery partners.

As part of this PSVC, we are establishing clear benchmarks of how we want to work together, making firm commitments to our supply chain and setting out our ambitions of where we’d like to go on this journey together. We believe that the sum of our business and our supply chain, together, is greater than its parts and the Southeastern Procurement team are looking forward to including social value commitments in all of our high value tenders and subsequent contracts from Summer 2022.

We’re up for the challenge and we can’t wait for you to join us in working together to successfully deliver real change”



Sebastian Golby-Meek  
Head of Procurement

## Our approach to sustainable procurement

Southeastern recognises that our supply chain is critical in delivering our business purpose, vision and social value ambitions. Therefore, we believe that a systematic and consistent approach is necessary for our suppliers to join us on this journey to be net zero by 2045. We have aligned our processes and approach to ISO 20400<sup>1</sup> (International Standard for Sustainable Procurement) to help align our supply chain objectives with those of our wider business. We will undertake independent evaluations from time to time to help us to understand our progress to date against ISO20400 and next steps.

This PSVC sets out our guiding principles, minimum standards and our intention to strive for more stretching objectives in the longer term in partnership with our suppliers. **It is not a “one size fits all” document.** We will be setting priorities by category of supply to ensure that we only set objectives for our suppliers that are most relevant to their work. This process of setting priorities is fundamental to the ISO 20400 standard. Where applicable, we will ask our suppliers to measure, report and continuously improve their performance. Our headline KPIs are set out in this document, their application will be detailed in our contract documents.

<sup>1</sup> ISO20400 is a guidance standard and SE Trains Limited has been independently assessed as ‘Mature’ in 2022.



## How to read this charter

Our PSVC is made up of six pillars:

A	Fair economy
B	Diversity and Inclusion
C	Sustainable Communities
D	Ethics
E	Environment
F	Health and Wellbeing

Each pillar has a number of sub-criteria which in turn lead to individual key performance indicators (KPIs). Southeastern use Social Value Portal’s National ‘Targets, Objectives and Measures’ (TOMs) as our measurements. Each sub-criteria is numbered and outlines the following:

- **Our Approach** – the approach that Southeastern is taking to social value as a business
- **Our minimum standards** – the mandatory elements that are required for working with us
- **Our Key Performance Indicators** – the metrics and measurements that we will agree to monitor social value within our supply chain contracts.
- **Our Ambition** – where we want to get to with our supply chain

### How we use this charter

Our six pillars are broken down into 19 sub-criteria, which have been risk assessed depending on the perceived risks associated with the type of work or services being carried out within our supply chain. The risk heatmap (included in Appendix A) outlines our assessment of these perceived supply chain risks in a Red-Amber-Green (RAG) format.

The measurements (TOMs) of the sub-criteria are split between ‘core’ and ‘focused’ measurements. The 7 ‘Core’ metrics will be included in all of our contracts in excess of £100,000. Contracts in excess of £355,000 will have up to an additional 8 measurements, selected based on: the high risk sub-categories and the type/scope of the specific contract. All information about which measurements apply to a contract will be included within the project specific Invitation to Negotiation (ITN) issued by Southeastern.

#### A Fair economy

Subcategory (TOMs reference):

- » Workforce Pay (NT41, NT10)
- » Supply chain payment (NT61)
- » Local employment (NT1)
- » Local, SME & VCSE spend (NT14, NT19)

#### B Diversity & Inclusion

Subcategory (TOMs reference):

- » Workforce development (NT3, NT6, RE58)
- » Diversity & Inclusion (NT21)
- » Gender equality (RE57)

#### C Sustainable Communities

Subcategory (TOMs reference):

- » Local, SME & VCSE support (NT17)
- » Community projects & integration (NT28)
- » Supply chain development (NT23)
- » Cyber security (NT62)

#### D Ethics

Subcategory (TOMs reference):

- » Modern Slavery (NT43, NT59)

#### E Environment

Subcategory (TOMs reference):

- » Greenhouse gas emissions (NT82, NT44)
- » Transport & logistics (NT46, NT65)
- » Climate change & biodiversity (NT49, NT67)
- » Waste & Plastic (NT88)
- » Air quality, EPDs & Noise (FM73)

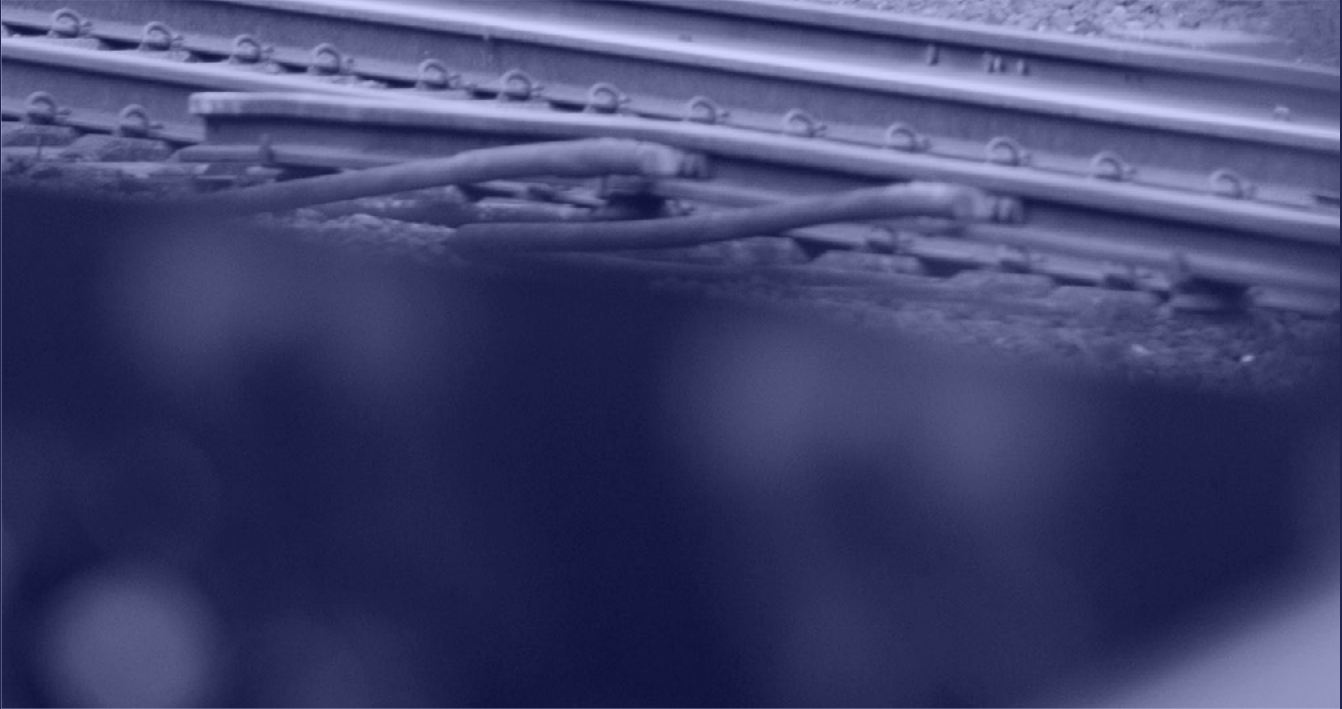
#### F Health & Wellbeing

Subcategory (TOMs reference):

- » Safety
- » Mental health & wellbeing (NT20, NT26, NT39)

# Pillar A: Fair Economy

We believe people should be fairly employed, well trained and rewarded for the work they do to support our business.



## A1 Workforce Pay

### Our Ambition

**We will work with our suppliers to:**

- ensure that their suppliers (our second tier) will be paid the Real Living Wage and;
- promote long term and worthwhile apprenticeships in our supply chain; and
- our suppliers will adopt an internationally recognised set of principles such as the Ethical Trading Initiative Base Code

### Our Minimum Standards

- People employed on our premises or rolling stock will not be subjected to mandatory zero-hour contracts or expected to do unpaid work
- The people working for our suppliers and on our premises or rolling stock will be paid the Real Living Wage<sup>2</sup> or London Living Wage<sup>3</sup>

### Our Approach

We aim for fair and equitable employment standards and people development. We expect the same from our suppliers.

### Key Performance Indicators

- % of supplier workforce on our premises or rolling stock paid Real Living Wage (NT41)
- Number of weeks of apprenticeships or T-Levels (Level 2,3, or 4) provided on the contract (completed or supported by the organisation) (NT10)

## A2 Supply Chain Payment

### Our Ambition

**We will work with our suppliers to:**

- improve payment terms for SMEs through the supply chain; and
- pay their suppliers and sub-contractors within 30 days

### Our Minimum Standards

Our suppliers will ensure that fair payment terms are in place and that they pay their suppliers and sub-contractors on time

### Our Approach

We commit to paying our all of our suppliers within 30 days and aim for fair payment terms throughout our supply chain. We aim to deliver improved payment terms for SMEs to 15 days<sup>4</sup> by 31/03/2023.

### Key Performance Indicators

% invoices paid within 30 days (NT61)

<sup>2</sup>As defined by the Living Wage Foundation <https://www.livingwage.org.uk/> | <sup>3</sup>Depending on the primary location of work | <sup>4</sup>Subject to valid invoices being received which comply with our terms and conditions

## A3 Local Employment

### Our Ambition

We will work with our suppliers to:

- Deliver year on year improvements in local employment
- Focus our employment efforts to help long term unemployed people and those with disabilities access decent work<sup>6</sup>

### Our Minimum Standards

Our suppliers will provide full and fair opportunities for local people to be engaged and support our business

### Our Approach

We aim to promote local employment to support the communities we serve<sup>5</sup>.

### Key Performance Indicators

Number of full time equivalent local employees (FTE) hired or retained for the duration of the contract<sup>7</sup> (NT1)

## A4 Local, SME and VCSE spend

### Our Ambition

We will work with our suppliers to deliver year-on-year increases in spend with local SMEs, VCSEs, startups and mutuals.

### Our Minimum Standards

Our suppliers will provide full and fair opportunity for SMEs<sup>9</sup>, VCSEs<sup>10</sup>, startups and mutuals to take part in our supply chain

### Our Approach

We aim to invest as much of our budget as we can back into the communities we serve<sup>8</sup>.

### Key Performance Indicators

- Total spend with VCESs (NT14)
- Total contract spent with local SMEs (NT19)

<sup>5</sup> Kent, East Sussex and the London boroughs of Southwark, Lewisham, Bexley and Bromley | <sup>6</sup> <https://www.ilo.org/global/topics/decent-work/lang--en/index.htm> | <sup>7</sup> A local employee is somebody permanently resident in the local community and paying council tax there | <sup>8</sup> Kent, East Sussex and the London boroughs of Southwark, Lewisham, Bexley and Bromley | <sup>9</sup> The UK government definition of SMEs encompasses micro (less than 10 employees and an annual turnover under €2 million), small (less than 50 employees and an annual turnover under €10 million) and medium-sized (less than 250 employees and an annual turnover under €50 million) businesses | <sup>10</sup> Voluntary, Community and Social Enterprise



## **Pillar B: Diversity & Inclusion**

We want to ensure that fair and equal opportunities are provided to everyone within our supply chain. This includes our suppliers working with us to ensure a proactive approach to the promotion and support of all groups, notably those which are currently underrepresented, to develop a diverse and inclusive workforce.



## **B1** Workforce Development

### **Our Ambition**

We will work with our suppliers to maximise the benefits of workforce development for ethnic minority groups, long term unemployed and disabled people

### **Our Minimum Standards**

Our suppliers will provide demonstrable development opportunities to their workforce, in particular for underrepresented groups.

### **Our Approach**

We recognise the need to develop a diverse workforce for the future and promote the employment of underrepresented individuals

### **Key Performance Indicators**

- Number of supplier employees working on our contracts who have been long term unemployed (NT3)
- Number of supplier employees working on our contracts who are disabled (NT6)
- Percentage of employees (FTE) hired on the contract that are a member of an ethnic minority group (RE58)

## **B2** Diveristy and Inclusion

### **Our Ambition**

**We will work with our suppliers to:**

- Develop a workforce that represents the communities in which we operate; and
- Propose opportunities for making our facilities even more accessible; and
- Develop a diverse workforce
- Measure and report their

### **Our Minimum Standards**

Our suppliers will have a current diversity statement, policy or strategy

### **Our Approach**

We will work to influence workplace diversity across our supply chain, boost diverse representation at every level of organisations and ensure our facilities are accessible

### **Key Performance Indicators**

Hours delivered to employees on contract receiving diversity training, including unconscious bias (NT21)

<sup>11</sup> Gender, age, disability, ethnicity, faith, sexual orientation

## **B3** Gender equality

### **Our Ambition**

We will work with our suppliers to:

- ensure that gender is treated equally in employment and opportunities; and
- provide training and professional development to their workforce to promote gender equality

### **Our Minimum Standards**

Contract specific requirements shall be covered on a contract by contract basis

### **Our Approach**

We recognise the need for providing equitable opportunities irrespective of gender

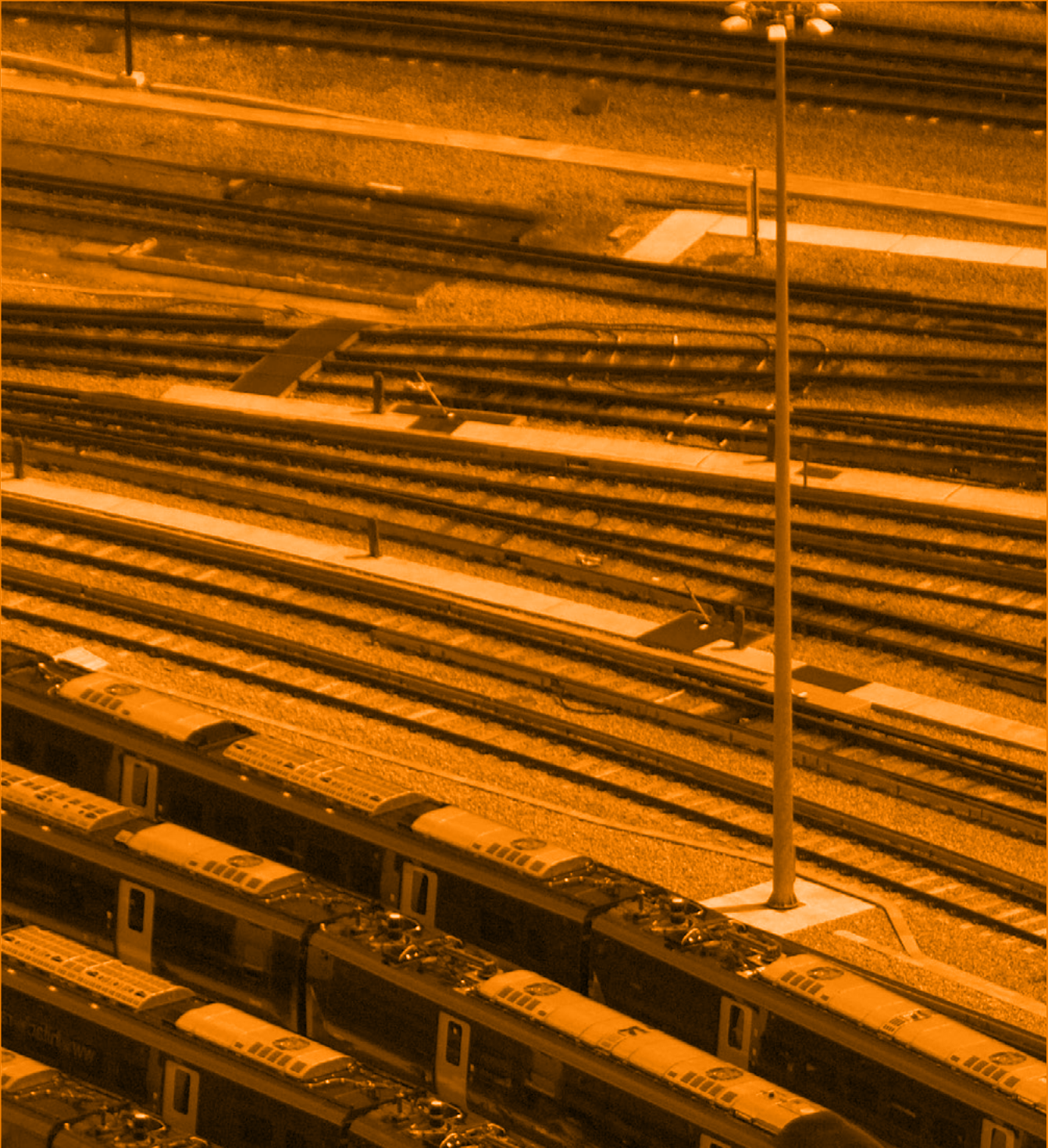
### **Key Performance Indicators**

% of women hired on the contract (RE57)



# Pillar C: Sustainable Communities

As a passenger rail service provider, we are acutely aware of the need to support the communities in which we operate, we plan to do as much as we can in partnership with our suppliers to build a strong local community.



## C1 Local, SME and VCSE support

### Our Ambition

We will work with our suppliers to deliver year-on-year increases in voluntary support provided to local SMEs, VCSEs, startups and mutuals.

### Our Minimum Standards

Our suppliers must provide full and fair opportunity for SMEs<sup>12</sup>, VCSEs<sup>13</sup>, startups and mutuals to take part in our business

### Our Approach

We are committed to ensuring that our supply chain provides non-financial support the development of micro, small and medium sized local business and VCSEs in our local areas

### Key Performance Indicators

Hours of voluntary hours donated to VCSEs (NT17)

## C2 Community projects & integration

### Our Ambition

We will work with our suppliers to:

- Promote financial and non-financial investment in community schemes which benefit our local communities
- Participate in an annual award scheme to celebrate supplier community initiatives

### Our Minimum Standards

Contract specific requirements shall be covered on a contract by contract basis

### Our Approach

We aim to work as closely as possible with the communities in which we operate with a particular focus on stations and depots.

### Key Performance Indicators

Donations or in-kind contributions to local community projects (£ & materials) (NT28)

<sup>12</sup>The UK government definition of SMEs encompasses micro (less than 10 employees and an annual turnover under €2 million), small (less than 50 employees and an annual turnover under €10 million) and medium-sized (less than 250 employees and an annual turnover under €50 million) businesses | <sup>13</sup>Voluntary, Community and Social Enterprise

## C3 Supply chain development

### Our Ambition

We will work with our suppliers to:

- align their procurement practice to the ISO 20400 Sustainable Procurement standard; and
- cascade their contractual sustainability obligations down their supply chains; and
- provide training and best practice guidance to their supply chains

### Our Minimum Standards

Contract specific requirements shall be covered on a contract by contract basis

### Our Approach

We are committed to support development of businesses that make a difference to our communities.

### Key Performance Indicators

% of sub-contracts with social value commitments or monitoring (NT23)

## C4 Cyber security

### Our Ambition

We will work with our suppliers to:

- implement certified standards of cyber security which are applicable to their service/equipment provision. This shall include supporting suppliers to achieve ISO27001 and/or Cyber Essentials Plus

### Our Minimum Standards

Our minimum standard for low risk systems/equipment shall be the UK Government's 'Minimum Cyber Security Standard'<sup>14</sup>. However, for higher risk requirements, we will require our suppliers to operate cyber security policies that are relevant and proportionate to their business and the needs of the contract.

### Our Approach

We are committed to ensuring robust assessments and assurance are in place for IT systems and equipment that interfaces with our organisation or accesses our data.

### Key Performance Indicators

Number and % of companies in the supply chain, to Tier 2, that achieve Cyber Essentials Plus (NT62)

<sup>14</sup> <https://www.gov.uk/government/publications/the-minimum-cyber-security-standard/the-minimum-cyber-security-standard>

## Pillar D: Ethics

We expect everyone to demonstrate a high standard of integrity, responsibility and professional conduct in their dealings. It is vital that we also maintain constant vigilance to the presence of modern slavery in our supply chain and the supply chains of our partners and suppliers



We place great importance in corporate culture and values, and we will not use suppliers who:

✗ Give or receive bribes or participate in corruption

✗ Falsify financial and other reports and records

✗ Claim for something they are not entitled to

✗ Defraud or deceive anyone, act dishonestly or misuse company property or resources

✗ Use language or communications materials that are not consistent with our values, beliefs and attitudes

## D1 Modern Slavery

### Our Ambition

We will work with our suppliers to use the best available guidance to spot the signs of modern slavery and support victims

### Our Minimum Standards

Our suppliers will demonstrate action, assessment or training to mitigate the risk of modern slavery in their business

### Our Approach

We recognise that Southeastern has a responsibility to manage the risk of slavery and, or human trafficking taking place within our supply chain. We will take steps to identify and mitigate risks.

### Key Performance Indicators

- Number of supply chain audits undertaken to identify and report incidents of modern slavery (NT43)
- £ value of initiatives undertaken to promote understanding and reduction of modern slavery risks (NT59)



## Pillar E: Environment

We recognise the need to change the way we operate our business to achieve net zero carbon and to positively impact the environment in which we operate.



## E1 Greenhouse gas emissions

### Our Ambition

We will work with our suppliers to:

- measure their greenhouse gas emissions; and
- deliver year-on-year reductions in greenhouse gas emissions

### Our Minimum Standards

Contract specific requirements shall be covered on a contract by contract basis

### Our Approach

We support the UK government's drive towards Net Zero greenhouse gas emissions.

### Key Performance Indicators

- Reduce waste through reuse of products and materials (NT82)
- Commitment to carbon emissions savings to achieve net zero carbon before 2050 (NT44)

## E2 Transport and logistics

### Our Ambition

We will work with our suppliers to:

- operate zero tailpipe emissions cars and light vans and to develop opportunities for low emissions HGVs; and;
- develop a fleet of FORS<sup>16</sup> compliant vehicles to support our operations; and
- have a transport policy to actively encourage their workforce to come to work by rail or other sustainable means

### Our Minimum Standards

Our suppliers will:

- operate ULEZ<sup>15</sup> compliant vehicles servicing our premises by 2027; and
- provide training on safe logistics operations to all relevant distribution staff

### Our Approach

We are committed to modal shift from high emission modes to promoting rail travel and other means of sustainable transport such as, walking and cycling.

In addition, we aim to operate our logistics safely and with the lowest emissions possible. We support the FORS programme to enable our logistics operations to be as safe as possible.

### Key Performance Indicators

- A corporate travel scheme is in place to proactively promote non personal vehicle use (NT46)
- % of contract specific fleet which are Euro 6 or LEV compliant vehicles (NT65)

<sup>15</sup> <https://tfl.gov.uk/modes/driving/ultra-low-emission-zone/ways-to-meet-the-standard> | <sup>16</sup> <https://www.fors-online.org.uk/cms/>

## E3 Climate change and biodiversity

### Our Ambition

**We will work with our suppliers to:**

- promote business planning and action that supports climate change adaptation and resilience; and
- improve biodiversity in our region through the positive action of our supply chain.

### Our Minimum Standards

Our suppliers will analyse the risks to their operation associated with climate change and have an adaptation plan in place.

### Our Approach

We will future proof our operation against extreme weather events and promote biodiversity in our region.

### Key Performance Indicators

- £ spend on environmental and biodiversity projects (NT67)
- Requirements or support (for Micro or Small enterprises) for suppliers to demonstrate climate change adaptation and carbon reduction training for all staff - e.g. SDGs Academy courses (NTs) or (e.g. RE) Supply Chain Sustainability School bronze or higher or equivalent (NT49)

## E4 Waste & Plastic

### Our Ambition

**We will work with our suppliers to:**

- Reduce waste at source and where possible, eliminate the use of single-use plastics; and
- Embed circular economy principles into the goods and services we procure; and
- Deliver zero waste to landfill from our premises and report against the waste hierarchy.

### Our Minimum Standards

Our suppliers shall measure their waste production

### Our Approach

We aim to prioritise the waste hierarchy and to embed circular economy principles within our supply chain

### Key Performance Indicators

Carbon emissions reductions through reduced energy use and energy efficiency measures – on site (NT82)

**E5 Air quality, Environmental Product Declarations (EPDs) & Noise**

**Our Ambition**

We will work with our suppliers to:

- identify high risk products and work towards appropriate certification such as EPDs; and
- work with our suppliers to improve air quality and reduce noise as a result of our operations

**Our Minimum Standards**

Our suppliers will register, report and action any noise complaints

**Our Approach**

We aim to improve our knowledge of the products we buy and their impact on the environment and societies where they are made, including minimising noise pollution from our operations

**Key Performance Indicators**

Internal air quality regulations and continuous monitoring policies are in place, to reduce pollution related negative health and productivity impacts  
 % certified products by value (FM73)



## **Pillar F: Health and Wellbeing**

Safety is of upmost importance to us and will we not compromise on keeping our people, customers and suppliers safe. We equally expect our supply chain to work with us to promote sustainable working practices and support the health and wellbeing of their workforces.



## F1 Safety

### Our Ambition

We will work with our suppliers to develop the highest standards of Health and Safety and continually improve on them.

We will seek for our suppliers to provide a clear statement of commitment and demonstration of their intended approach to their management of fatigue and strategies for reduction and this commitment and demonstration to fatigue management should be mirrored within the suppliers requirements of sub-contractors

### Our Approach

Safety is critical to our business. We set high standards of safety performance for our supply chain. Our safety requirements are mandatory at all times.

### Our Minimum Standards

Our suppliers will monitor and meet the latest Health and Safety standards and adhere to our bespoke terms and conditions for working on our sites.

### Key Performance Indicators

We will include our contract safety requirements in our tender processes and subsequent contracts

## F2 Mental health and wellbeing

### Our Ambition

We will work with our suppliers to:

- implement the Mental Health Charter for Rail across the sector; and
- provide employees with wellbeing programmes, mental health campaigns and initiatives appropriate to their roles

### Our Approach

We are committed to the principles of the Mental Health Charter for Rail<sup>17</sup> which we developed with RSSB.

### Our Minimum Standards

Contract specific requirements shall be covered on a contract by contract basis

### Key Performance Indicators

- Mental Health campaigns for staff on the contract to create community of acceptance, remove stigma around mental health (NT39)
- Number of employees on the contract that have been provided access for at least 12 months to comprehensive and multidimensional wellbeing programmes (NT20)
- 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 (NT26)

<sup>17</sup> <https://www.rssb.co.uk/-/media/Project/RSSB/RssbWebsite/Documents/Public/Public-content/Insight-and-News/Health-and-Wellbeing/mental-health-charter-for-rail-may-2021v3.pdf>

# Appendix A: Social Value Charter – Priority heat map

Our priority heat map outlines our perception of social value risks in our supply chain from low (●) to high (●).



			Rolling stock			Buildings			Retail		People		Business Services				
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A	TOMs																
	NT41, NT10	Workforce Pay	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT61	Supply chain payment	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT1	Local employment	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
NT14, NT19	Local, SME & VCSE spend	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
B	NT3, NT6, RE58	Workforce development	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT21	Diversity & Inclusion	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	RE57	Gender equality	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
C	NT17	Local, SME & VCSE support	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT28	Community projects & integration	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT23	Supply chain development	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT62	Cyber security	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
D	NT43, NT59	Modern Slavery	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
E	NT31, NT44	Greenhouse gas emissions	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT46, NT65	Transport & logistics	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT49, NT67	Climate change & biodiversity	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT72	Waste & Plastic	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	FM73	Air quality, EPDs & Noise	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
F	n/a	Safety	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	NT20, NT26, NT39	Mental health & wellbeing	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●

**Key:**

Potential social value risk:

● - High ● - Medium ● - Low

**Pillars:**

A	Fair economy
B	Diversity and Inclusion
C	Sustainable Communities
D	Ethics
E	Environment
F	Health and Wellbeing

**Southeastern sourcing categories:**

1	Parts/Vehicles
2	Services
3	Leasing
4	Maintenance
5	Refurbishments
6	New works
7	Ticket issuing systems
8	Customer Information
9	Agency Staff
10	Recruitment services
11	Customer relations
12	Consultancy
13	Financial services
14	HR services
15	Marketing & advertising services



			Plant & Vehicles			IT			Cleaning & security			Waste & Utilities			Goods/Materials		
			16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
<b>A</b>	<b>TOMs</b>																
	<b>NT41, NT10</b>	Workforce Pay	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT61</b>	Supply chain payment	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT1</b>	Local employment	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT14, NT19</b>	Local, SME & VCSE spend	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
<b>B</b>	<b>NT3, NT6, RE58</b>	Workforce development	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT21</b>	Diversity & Inclusion	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>RE57</b>	Gender equality	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
<b>C</b>	<b>NT17</b>	Local, SME & VCSE support	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT28</b>	Community projects & integration	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT23</b>	Supply chain development	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT62</b>	Cyber security	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
<b>D</b>	<b>NT43, NT59</b>	Modern Slavery	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
<b>E</b>	<b>NT31, NT44</b>	Greenhouse gas emissions	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT46, NT65</b>	Transport & logistics	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT49, NT67</b>	Climate change & biodiversity	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT72</b>	Waste & Plastic	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>FM73</b>	Air quality, EPDs & Noise	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
<b>F</b>	<b>n/a</b>	Safety	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	<b>NT20, NT26, NT39</b>	Mental health & wellbeing	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●

**Key:**

Potential social value risk:

● - High ● - Medium ● - Low

**Pillars:**

<b>A</b>	Fair economy
<b>B</b>	Diversity and Inclusion
<b>C</b>	Sustainable Communities
<b>D</b>	Ethics
<b>E</b>	Environment
<b>F</b>	Health and Wellbeing

**Southeastern sourcing categories:**

16	Replacement bus/taxis
17	Company vehicles
18	Plant & Equipment
19	Hardware
20	Software
21	Services
22	On-train cleaning
23	Premises cleaning
24	Security
25	Electricity, Gas & Water
26	Waste (non-hazardous)
27	Waste (hazardous)
28	Non-hazardous goods
29	Hazardous goods
30	Clothing & PPE

# Appendix B: Targets, Objectives, Measures (TOMs)

The list of our core and focus value KPI's



Fair Economy		
TOMs	Measure	Tier
NT1	No. of full time equivalent local employees (FTE) hired or retained for the duration of the contract	Core
NT41	Percentage of staff on contract that is paid at least the relevant Real Living wage as specified by Living Wage foundation	Core
NT61	Percentage of invoices on the contract paid within 30 days	Core
NT14	Total amount (£) spent with VCSEs within your supply chain	Core
NT19	Total amount (£) spent through contract with local micro, small and medium enterprises (MSMEs)	Focused
NT10	No. of weeks of apprenticeships or T-Levels (Level 2,3, or 4) provided on the contract (completed or supported by the organisation)	Focused

Diversity, Inclusion & Training		
TOMs	Measure	Tier
NT21	Equality, diversity and inclusion training provided both for staff and supply chain staff	Core
RE57	Percentage of women (FTE) hired on the contract	Core
NT3	Number of full time equivalent local employees (FTE) hired or retained on the contract who are long-term unemployed (unemployed for a year or longer) as a result of a recruitment programme	Focused
NT6	No. of disabled employees (FTE) hired on the contract as a result of a recruitment programme	Focused
RE58	Percentage of employees (FTE) hired on the contract that are a member of an ethnic minority group	Focused

Environment		
TOMs	Measure	Tier
NT46	Corporate travel schemes available to employees on the contract (subsidised public transport, subsidised cycling schemes and storage, sustainable corporate transport such as electric bus from public station to corporate facilities)	Focused
NT67	Donations or investments towards initiatives aimed at environmental and biodiversity conservations and sustainable management projects for both marine and terrestrial ecosystems	Core
NT44	Commitment to carbon emissions savings to achieve net zero carbon before 2050	Focused
FM73	Internal air quality regulations and continuous monitoring policies are in place, to reduce pollution related negative health and productivity impacts	Focused
NT82	Carbon emissions reductions through reduced energy use and energy efficiency measures – on site	Focused
NT65	Percentage of fleet or construction vehicles on the contract that is at Least Euro 6 or LEV	Focused
NT88	Reduce waste through reuse of products and materials	Focused
NT49	Requirements or support (for micro or small enterprises) for suppliers to demonstrate climate change and carbon reduction training for all staff - e.g. SDGs Academy courses, Supply Chain Sustainability School bronze or higher or equivalent	Focused

Ethics		
TOMs	Measure	Tier
NT43	Initiatives taken throughout the local and global supply chain to strengthen the identification, monitoring and reduction of risks of modern slavery and unethical work practices occurring in relation to the contract (i.e. supply chain mapping, staff training, contract management)	Focused
NT59	Number of comprehensive supply chain audits to be undertaken to identify, monitor and reduce the risk of modern slavery occurring in relation to the contract	Focused

Sustainable communities		
TOMs	Measure	Tier
NT28	Donations or in-kind contributions to local community projects (£ & materials)	Focused
NT62	Number and percent of companies in the supply chain, to Tier 2, that achieve relevant cyber security certifications (e.g. Cyber Essentials, Cyber Essentials Plus or National Cyber Security Centre's 10 steps)	Focused
NT23	Percentage of contracts with the supply chain on which Social Value commitments, measurement and monitoring are required	Focused
NT17	Number of voluntary hours donated to support VCSEs (excludes expert business advice)	Focused

Health & Wellbeing		
TOMs	Measure	Tier
NT20	No. of employees on the contract that have been provided access for at least 12 months to comprehensive and multidimensional wellbeing programmes	Focused
NT39	Mental Health campaigns for staff on the contract to create community of acceptance, remove stigma around mental health	Focused
NT26	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	Focused



For further information or questions about this document please contact us on [procurement@southeasternrailway.co.uk](mailto:procurement@southeasternrailway.co.uk)

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