

London Borough of Lambeth

Lambeth Council In consultation with the VCS is introducing a new VCS Asset Strategy. This is an important element of the overarching VCS Strategy (to be inserted once revised). The VCS Asset Strategy aims to improve the utilisation and management of the of VCS Property Portfolio. This includes the requirement for groups to demonstrate the social value they bring to Lambeth communities, by contributing to the delivery of the Future Lambeth Borough Plan, and the VCS Strategy key aims.

This tool was developed and agreed in partnership. The information will enable the Council to better evaluate social value delivered through services and activities across the VCS Portfolio. Please note that when benchmarked against Charity Commission returns, the level of detail in the Social Value Self Evaluation Form (SVSEF) exceeds that required by the Commission

As part of the changes under the new VCS Asset Strategy, we require all our tenants to complete a SVSEF, an annual return, submitted via the on-line portal hosted on Lambeth's website site (link to be added). The SVSEF will enable us to increase visibility, accountability and transparency relating to the use of Lambeth's VCS Property Portfolio. VCS groups will also be required to publish contact details, organisation aims, service provision and operation hours, and other useful additional information.

The content of the form was coproduced with the VCS (including the VCS Property Group which is a sub group of the Lambeth VCS Partnership Group). It should be noted the attached Social Value Self Evaluation Form sits in word form at present but will be developed into an online form in January 2021 (support from the Web team).

Social Value Self Reporting Form Annual Return 20XX

This form is to be completed and returned by XX/XX/20XX:

To:

Lambeth Council
Town Hall
Brixton Hill SW2

This self-evaluation form is designed to evaluate how your organisation sits within the overarching borough plan and the implementation of the Lambeth Voluntary and Community Sector Strategy, of which assets is one integral strand.

The **Borough Plan** and its desired goals can be found here:

<https://www.lambeth.gov.uk/better-fairer-lambeth/lambeth-borough-plan>



101440 borough
plan summary proof

Lambeth Council's draft **Voluntary and Community Strategy** can be found here:



VCS Strategy

Your organisation:

- 1.1 Full name of organisation, and any AKAs:
- 1.2 Address of organisation:
- 1.3 Legal status: (please including Charity Registration number if applicable)
- 1.4 Name of lead contact person & position in organisation:
- 1.5 Names and roles of the Board of Trustees:
- 1.6 Telephone Number (organisation):
- 1.7 E-mail Address:
- 1.8 Web address of organisation:
- 1.9 Brief description of nature of provision [insert drop down menu?]
- 1.10 Names of wards your organisation's services cover (if all, please state 'All'):

Section 2:

- 2.1 If you are a membership organisation, please provide a breakdown of the organisations currently using your services (e.g. by size, legal status, primary purpose/type of service provided etc):
- 2.2 Please detail how many organisations are currently members of your VCS organisation?
- 2.3 Please detail your hours of operation (days of the week, hours of operation in the day)
- 2.4 If you share your space with other groups, please detail:
 - The names of the groups
 - Through what arrangements you share your space (e.g. free/ charged, and if so, how much)
- 2.5 Please detail the below population groups identified by the 2010 Equality Act and Lambeth's additional protected characteristics who use your services: <http://www.legislation.gov.uk/ukpga/2010/15/section/4>

<i>Protected characteristic</i>	<i>Number of beneficiaries/service users</i>
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<i>Disability</i>	
<i>Gender reassignment</i>	
<i>Man</i>	
<i>Woman</i>	
<i>BAME</i>	
<i>LGBTQ+</i>	
<i>Low socioeconomic status</i>	
<i>Speaking English as an additional language</i>	
<i>Latin American or LatinX</i>	
<i>Portuguese</i>	
<i>Total</i>	

2.6 We encourage organisations to work in partnership, create networks, relationships and trust with other VCS groups in the borough. Please detail how you work with other VCS organisations in the borough.

2.6.1 The Borough Plan aims to make Lambeth the best borough it can be for our residents and partners. Please list any partnerships, networks or consortiums you are involved with.

Section 3:

- 3.1 What targets did your organisation set for 2020-2021?
- 3.1 Did the organisation achieve those targets and if not what are the obstacles preventing this?
- 3.2 Were there any unintended benefits?
- 3.2 How have you consulted with service users in the designing of our services within the last 12-24 months?

Section 4:

- 4.1 How do you monitor your performance internally and where do you publish this?

You will be required to share this with us and make it public on your website as part of your obligation of occupying a Lambeth property.

Section 5:

- 5.1 Do you have the following documents?

- a) Equal Opportunities Policy
- b) Constitution or Rules/MoU
- c) Contract of Employment
- d) Job Descriptions of staff
- e) Disciplinary and Grievance Procedures
- f) Users' Complaints Procedure
- g) Client Confidentiality Policy
- h) Volunteer Policy
- i) User Satisfaction Survey
- j) Health and Safety Policy
- k) Safeguarding Policy
- l) Public Liability Insurance
- m) Buildings Insurance
- n) Whistleblowing Policy

Please detail any others not listed here:

- 5.2 What mechanisms are in place to ensure that these are embedded into practices and that staff are fully aware of them? I.e. training cycles

Borough Plan:

Please refer to page one of this document to see the Borough Plan and its 20 goals to make Lambeth the best it can be. In light of this document, please detail **if**, and **how** your organisation contributes to the relevant Lambeth's Borough Plan goals, listed below:

6.1 Growth – enabling growth and development in the borough

1. Do you pay your employees the London Living Wage?
2. Do you support individuals to progress into employment which pays the London Living Wage?
3. Do you support individuals to access affordable housing?
4. Do you support individuals to access improved transport in the borough?

Please tell us about any other aspects of your work which you think relates to the goal of 'growth':

6.2 Resilience – ensuring that the benefits of growth increase community resilience

1. Does your organisation work with children/families to ensure they have the best start in life?
2. Do you work with young people to improve their educational outcomes?
3. Do you work with adults to improve their skills in the economy?
4. Does your organisation contribute to efforts to reduce Serious Youth Violence in the borough?
5. Does your building allow communities to be healthier and more resilient?

Please tell us about any other aspects of your work which you think relates to the goal of 'resilience':

6.3 Independence – reform the way we commission and deliver services with our partners to provide and promote care and independence

1. Does your organisation support children with Special Educational Needs and Disabilities (SEND) to lead fulfilling lives?
2. Do you work with vulnerable children and families in Lambeth to ensure they benefit from opportunities?
3. Do you work to improve the mental health of those living in the borough?
4. Do you support people to live longer and healthier lives?
5. Do you support older/disabled/vulnerable people in Lambeth to live healthy independent lives?

6.4 Place – making Lambeth a place where people want to live, work and invest

1. Do you contribute to making town centres and neighbourhoods feel safe and welcoming?
2. Do you contribute to maintaining attractive neighbourhoods?
3. Do you contribute to the maintaining of Lambeth’s parks and green spaces to promote community activity?
4. Do you have a strategy to reduce your carbon emissions and reduce waste?

Finance:

Please attach the following to this self-reporting document:

- A copy of your most recent audited accounts

7.1 Please list all current cheque signatories (we would encourage having at least three):

Name	Position

People:

7.2 Please give details of staff members (for the question on ethnicity refer to Appendix 1):

Name	Position

7.2 Please give details of Management Committee/Board of Trustees members (for the question on ethnicity refer to Appendix 1):

Name	Position

Number of volunteers:

Please use this space to tell us anything else you wish for us to know:

8.3 We hereby certify that the information recorded in this form is true and accurate.

a) Name of person completing this return:

Office held:

Signature:

Date:

b) Name of Management Committee member:

Office held:

Signature:

Date:

BEFORE POSTING PLEASE CHECK THAT ALL THE QUESTIONS HAVE BEEN FULLY ANSWERED AND THE FORM IS SIGNED

Appendix 1

Ethnic Classifications

White

- English / Welsh / Scottish / Northern Irish / British
- Irish
- Gypsy or Irish Traveller
- Any other White background
- Portuguese

Mixed / Multiple ethnic groups

- White and Black Caribbean
- White and Black African
- White and Asian
- Any other Mixed / Multiple ethnic background

Asian / Asian British

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Any other Asian background

Black / African / Caribbean / Black British

- African
- Caribbean
- Any other Black / African / Caribbean background

Other ethnic group

- Arab
- Any other ethnic group