



Contract for Change

Steering Committee Meeting 2 Minutes and Actions

Date: Monday 4th July, 10.00-13.00, Location: CBI, Cannon Place, London

Chair: David Shields, Programme Sponsor, SVUK Board Member

Workshop Facilitator: Beth Pilgrim, Strategic Partner, Supply Change CoFounder

Attendees:	Apologies:
Alison Chessell	Angela Beanlands
Beth Pilgrim	Danielle Goodrick
Catherine Manning	Jo Parkes-Newton
Crispen Sachikonye	Lisa Beers
David Shields	Luke Richardson
Isabelle Parasram	Melissa Bell
Joshua Pritchard	Nikki Davies
Lindsay Rosul	Sarah Ottaway
Nassime Bizori	Tim Cummins

Agenda:

Item
Steering Committee meeting:
1. Introductions
2. Update on programme <ul style="list-style-type: none"> a. Number of EOI b. Steering Committee ToR c. Strategic Partner Overview



d. Website, resources and set up update
3. Survey results
Workshop:
1. Workshop to review and agree: <ul style="list-style-type: none"> a. Contract for Change programme purpose, and programme aims and outcomes b. Programme activities including workstreams and events c. Agree next steps to achieve purpose
2. Next Steps and AOB

Minutes:

1. Introductions

Meeting attendees introduced themselves, and apologies noted

2. Update on programme

DS presented the programme update.

a. Number of EOI

The programme now has 122 people who have expressed an interest in the programme, including 60 people who have expressed an interest in volunteering for a workstream.

Point was emphasised about engaging volunteers as quickly as possible, and in practical action.

b. Steering Committee ToR

The Steering Committee ToR was shared prior to the meeting, and presented to the Committee for comment. If the Steering Committee are happy with the ToR then these will be published on the website. All members present at the meeting agreed that these were reasonable.

ACTION: ToR will be shared to the Committee in the meeting follow up and all members given a week to respond with any issues. Once any edits have been made the updated ToR will be published on the Contract for Chance programme website.

c. Strategic Partner Overview

Updated on Strategic Partners for the programme. Both Value Match and Supply Change are on board. A Strategic Partner role overview has been developed in collaboration with both Strategic Partners. This was presented to the Steering Committee for comment. All in attendance agreed this was reasonable.



There is space for three to four strategic partners, one or two more than current (Supply Change and Value Match currently support logistics and implementation of the programme), and the filling of these roles is underway.

ACTION: Strategic Partner overview will be shared in the follow up from the meeting and all members given a week to respond with any issues. Once any edits have been made the updated ToR will be published on the Contract for Change programme website.

d. Website, resources and set up update

Website is up to date and available as a resource for the programme. All minutes and actions and presentations from Steering Committee meetings are to be published on the website. The Website will be used alongside social media for communications, website will be used as resource repository.

Broader conversation on Comms will be had in the Workshop section of the meeting.

3. Survey results

Results of the recent programme purpose survey were presented to the committee. Survey aimed to test issues being faced by community who are interested in the programme in relation to social value in procurement, commissioning and contracting.

Key points: 28 responses

Top issues faced from the survey are:

- **Peer Networking and Learning:** Finding best practice examples/methods to help with developing practice in embedding social value into contracts, or tenders from the buyer side. Second place was: Knowing the best place to go to develop knowledge and capacity - through training, guidance and / or support
- **Strategy and Best Practice Development:** Aligning best practice between buyers and suppliers. Second place was: Development of an organisational approach to social value
- **Verification and Confidence Building:** Gaining greater confidence in the social value claims and practice that is promoted between organisations, and allowing comparability. Second place was: Lack of visibility of shared standards of practice in social value
- **Advocacy and Policy Change:** Need for stronger collective voice on what is good practice in social value. Second place was: A need for greater convergence around social value policy and standards from public sector bodies throughout the UK

Top Solution is: Provision of online resources, guidance for suppliers and buyers and/or tool development. Second place is: Developing increased confidence in standards of practice of the procurement function and contract management through developing accreditation pathways for procurement and contract management professionals

Committee discussion highlighted:



- the results back up current thinking that people are looking for practical solutions and support to actually implement social value practice into their organisations, irrespective of which area/function they are enacting, or for which sector. This is therefore where the Contract for Change programme would be best placed focusing it's efforts.
- Whilst independent assurance was not rated so highly, confidence in both practice and social value claims was highlighted as really important. Committee discussed the possibility of more accreditation for social value practice for procurement, commissioning and contracting professionals through the professional bodies , e.g. CIPS
- Additional points highlighted in qualitative feedback that there is real need to recognise differences in practice across different nations of the UK, i.e. in NI, Scotland, Wales and England, as well as across different areas within each nation, e.g. practice in different Combined Authorities such as GM

ACTION: SVUK to pick up conversation on social value training and accreditation with CIPS to discuss current offering and potential for development of this

Workshop 11.10-13.00

Workshop to review and agree:

- Contract for Change programme purpose, and programme aims and outcomes**
- Programme activities including workstreams and events**
- Agree next steps to achieve purpose**

Workshop discussion is captured in the workshop write up and shared Miro Board.

Committee Members will be given one more week to input into the Miro Board or comment on the write up. This will then form the basis of the next steps for the Contract for Change programme.

Miroboard link:

https://miro.com/welcomeonboard/TWs4RVF6WVFRV3dvUndicm5JTFBUSXhOTnhHNGM0c3NnTWpGVkM2aWpCT3RFaURNaFB3SzhjWUNpaDMzRjYUnwzMDc0NDU3MzU1MTg0MzExNzM4?share_link_id=41170403865

5. Next Steps and AOB

Aim for communications about the programme next steps and working groups for volunteers to get involved with to be sent out asap.

Next meeting to be held in 2 months, September, online. Doodle poll of dates to be shared asap.

ACTIONS

	Actions from Steering Committee Meeting	Who	When	Status
1	ACTION: ToR will be shared to the Committee in the meeting follow up and all members given a week to respond with any issues. Once any edits have been made	CM	14 July	In progress



	the updated ToR will be published on the Contract for Chance programme website.			
2	ACTION: Strategic Partner overview will be shared in the follow up from the meeting and all members given a week to respond with any issues. Once any edits have been made the updated ToR will be published on the Contract for Chance programme website.	CM	14 July	In progress
3	ACTION: SVUK to pick up conversation on social value training and accreditation with CIPS to discuss current offering and potential for development of this	CM, DG	10 August	
4	Aim for communications about the programme next steps and working groups for volunteers to get involved with to be sent out asap.	CM	21 July	
5	Next meeting to be held in 2 months, September, online. Doodle poll of dates to be shared asap.	CM	15 July	

	Actions from Steering Committee Workshop	Who	When	Status
1	ACTION: review problem statement to address points highlighted	CM	21 July	In progress
2	ACTION: Pull out key important factors identified by Steering Committee and incorporate into Programme next steps for Working Groups	CM	21 July	In progress
3	ACTION: Check outcomes with Steering Committee and once agreed update in the programme overview	CM, DG	21 July	
4	ACTION: Reach out to engage early with LGA and Cabinet Office to update them on C4C and offer space to get involved	CM	21 July	
5	ACTION: Set working groups based on prioritisation list	CM	21 July	In progress
6	ACTION: check workstream proposals with the Steering Committee. Once agreed, communicate to volunteers the workstreams and ask if interested in joining a specific one, and if anyone interested in leading (including anyone from the Steering Committee)	All	21 July	In progress
7	Reach out to volunteers who have expressed interest in running an event to confirm progression with this. Reach out to wider community to see if any other volunteers.	CM	21 July	
8	Set up Comms plan for next 6 months of programme	CM	21 July	