Big Issue Invest: Impact Due Diligence Tool and Example

Introduction

Big Issue Invest ("BII") is the social investment arm of The Big Issue Group. The mission of the Big Issue Group is:

Building a world that works for everyone. Challenging, innovating and creating self-help and sustainable business solutions, that dismantle poverty now and for future generations.

To do this, BII has committed to ensuring our approach to investment is accessible for those seeking support in developing their business solutions. This document outlines the impact due diligence process that organisations seeking investment from BII complete as part of their investment due diligence process with BII. To access the public version of the impact due diligence template, please use the link below:

Big Issue Invest impact due diligence: for public use

The aim of the impact due diligence is to help BII understand how our investments help to promote our group mission, for BII to learn where our investment support is most needed and to support organisations in considering their organisational and impact aims in seeking capital.

This 'Due Diligence Template' is a completed assessment made by The Big Issue Company ("TBIC"), the social enterprise arm of the Big Issue Group, which works with vendors across the UK. The Big Issue Company deliver a frontline service that seeks to address the problems of homelessness, growing inequality and social exclusion by producing a weekly magazine that is purchased by Big Issue vendors from TBIC for £1.50 and sold to the public for £3. TBIC regularly support over 1,000 vendors every week and in 2020 helped to support more than 3,500 individuals across the UK.

Using this document

As part of BII's commitment set out in our Diversity, Equality and Inclusion Action Plan, this document provides an illustration of what BII looks for from an investment applicant.

The Big Issue Company has completed this due diligence as a publicly available example for how a social purpose organisation would fill in each section. Please note that this is simply an example and TBI has not sought investment from BII.

If you would like to access the live version of this form, please see the link here:

Big Issue Invest impact due diligence: for public use

If you have any accessibility requirements using this form or would like to receive the questions in a different format please get in touch at chloe.tye@bigissueinvest.com and we will be happy to support you.

BII Impact due diligence form

Thank you for agreeing to fill out Big Issue Invest's ("BII's") impact due diligence.

This form looks to gather information on the impact delivered by your organisation as part of your application for investment from BII. As an impact-first investor we are seeking to understand what social or environmental challenge/s your organisation is working on, how you deliver impact in your community, and what impact practices and sector standards you align to.

The form is split into 8 sections as follows:

- Your organisation
- The social/environmental challenge being targeted
- The solution your organisation delivers
- Sector standards
- Impact practices: measurement, management, and evaluation
- Service access and inclusion
- Impact risks
- Social business standards

The key details on the survey are listed below:

- If you have all of the information available this form should take you between 1-2 hours to complete.
- This data will be held in accordance to GDPR requirements.
- The form has been designed so you are able to partially complete, save and come back at a later date to complete fully and submit.
- Some sections of the form are to be completed by you as an organisation, some by your investment manager, at BII, and some both you and BII together. This will be detailed in the individual sections of the form where applicable.

Please let us know if you have any accessibility requirements using this form or would like to receive the questions in a different format and we will accommodate you as best we can.

If you have any questions on this form at any point please get in touch with Chloe Tye at chloe.tye@bigissueinvest.com or your Investment Manager at Big Issue Invest.

Your Organisation

What is the name of your organisation?

The Big Issue

Please describe briefly the social mission of your organisation

The Big Issue's mission is to build a world that works for everyone. Challenging, innovating and creating self-help and sustainable business solutions, that dismantle poverty now and for future generations.

Please limit your entry to no more than 300 words.

Please input the postcode of your head office

N4 3HH

☐ **Please check this box if your head office is where you deliver the majority of your services**
E.g. if your head office is where >50% of your staff are based and it is where people come to access your services, then please tick the box.

BII Impact due diligence form

If not your head office, please input the postcode of the location where the majority of your services are delivered

N/A - we deliver our services in multiple locations across the UK - there is no one location that delivers the majority of services.

'majority of services' is either defined by where the majority of your customers access products or services or the location that generates the majority of your income.

If your organisation delivers one primary service please select <u>one</u> primary SDG that you align to.

If you deliver multiple products and services please select up to 3 primary SDGs that you align to, and as many <u>other</u> secondary goals that you feel best fit your organisation.

Does your organisation have a stated primary Sustainable Development Goal (SDG) alignment?

- ☑ 1 - No poverty
- ☐ 2 - Zero hunger
- ☐ 3 - Good health & well-being
- ☐ 4 - Quality education
- ☐ 5 - Gender equality
- ☐ 6 - Clean water & sanitation
- ☐ 7 - Affordable & clean energy
- ☐ 8 - Decent work & economic growth
- ☐ 9 - Industry, innovation and infrastructure
- ☐ 10 - Reduced inequalities
- ☐ 11 - Sustainable cities & communities
- ☐ 12 - Responsible consumption & production
- ☐ 13 - Climate action
- ☐ 14 - Life below water
- ☐ 15 - Life on land
- ☐ 16 - Peace, justice & strong institutions
- ☐ 17 - Partnerships for the goals

The SDG's were adopted by the UN in 2015 and they mark a global effort to balance social, economic and environmental sustainability. For more information visit: https://www.undp.org/content/undp/en/home/sustainable-development-goals.html

BII Impact due diligence form

Does your organisation have a stated secondary Sustainable Development Goal (SDG) alignment?

☐ 1 - No poverty

☐ 2 - Zero hunger

☑ 3 - Good health & well-being

☐ 4 - Quality education

☐ 5 - Gender equality

☐ 6 - Clean water & sanitation

☐ 7 - Affordable & clean energy

☑ 8 - Decent work & economic growth

☐ 9 - Industry, innovation and infrastructure

☑ 10 - Reduced inequalities

☐ 11 - Sustainable cities & communities

☐ 12 - Responsible consumption & production

☐ 13 - Climate action

☐ 14 - Life below water

☐ 15 - Life on land

☐ 16 - Peace, justice & strong institutions

☐ 17 - Partnerships for the goals

Please select up to three secondary SDGs that your organisation aligns to.

What is the social challenge?

What is the social challenge ("the problem") being targeted by your organisation?

The Big Issue was set up in response to the growing number of people who are homeless or at risk of becoming homeless. We are committed to dismantling poverty, our mission is to build a world that works for everyone. By challenging, innovating and creating self-help and sustainable business solutions, that dismantle poverty now and for future generations.

BII Impact due diligence form

Who is it a problem for?

	Age	Socio-economic status	Gender	Complex Needs	Health & Disability	Ethnic Origin
Group 1 (essential)	Adult 25 -	Unemployed ⌄	Not targe	At-risk hom	Not targeted	Not targe
Group 2 (if applicable)	Adult 25 -	Unemployed ⌄	Not targe	Not targete	Not targeted	Roma ⌄
Group 3 (if applicable)	All adults	-Select- ⌄	-Select- ⌄	Living with	People with ⌄	Not targe
Group 4 (if applicable)	All adults	People who are l	Not targe	Living with	Not targeted	Not targe

Please give any additional information about these groups that you think would be helpful:

The grouping above makes it challenging to really articulate the groups of people we work with at TBI as they are so diverse. We work with people from all ethnic background, but a large group are from the Roma community. Regarding health and disability, many of our vendors have physical and learning disabilities, mental health needs and long term illness. Many vendors have myriad complex needs from being care leavers, to ex-offenders, addiction issues and homelessness. The socio-economic status of our vendors is varied but generally they are homeless, unemployed and living in poverty. There are also many who are homeless. In terms of age, we work with anyone from the age of 18 upwards.

What is the scope of the problem?

- ☐ Local - one neighbourhood
- ☐ Local - one local authroity
- ☐ Several locations - several local authorities
- ☐ Several locations - a UK region
- ☐ Several locations - several UK regions
- ☐ National - Scotland
- ☐ National - England
- ☐ National - Wales
- ☐ National - Northern Ireland
- ☐ UK wide
- ☐ International - Europe
- ☑ International - Global

If at a sub-national level, please specify the name of the town, city or region:

[   ]

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Do you know the size of the group affected by the problem?

○ Yes

◉ No

Please give an estimation of the size of the affected group

○ <100

○ 100-500

○ 5,00-1,000

○ 1,000-5,000

○ 5,000-10,000

○ 10,000-25,000

○ 25,000-50,000

○ 50,000 - 100,000

○ 100,000 - 500,000

◉ >500,000

What is your organisation's solution?

What is the solution your organisation is delivering to target the social challenge highlighted in section one?

Becoming vendors of the magazine gives those who are at homeless or at risk of becoming homeless, an opportunity to earn an income. Vendors buy The Big Issue magazine for £1.50 and sell for £3. Each seller is a micro-entrepreneur who is working, not begging. We empower vendors buy offering a hand up, not a hand out.

What Is the scope of your organisation's solution?

☐ Local - one neighbourhood

☐ Local - one local authroity

☐ Several locations - several local authorities

☐ Several locations - a UK region

☐ Several locations - several UK regions

☐ National - Scotland

☐ National - England

☐ National - Wales

☐ National - Northern Ireland

☑ UK wide

☐ International - Europe

☐ International - Global

BII Impact due diligence form

If at a sub-national level, please specify the name of the town, city or region:

[   ]

Please state the size of the group who benefitted from your organisation's activities in the last year:

[   ]

I.e. what was your total beneficiary reach

Is the above reach figure your actual, estimated or calculated?

☑ Actual

☐ Estimated

☐ Calculated

Actual = clear evidence and recording of reach. Estimated = rough records of services and number of people means you have a good idea Calculated = an estimation without records but an informed calculation based on your service levels

Do you know the size of the group who will benefit from your organisation with investment?

○ Yes

◉ No

Please give an estimation of the size of the group who will benefit:

○ <100

○ 100-500

○ 5,00-1,000

◉ 1,000-5,000

○ 5,000-10,000

○ 10,000-25,000

○ 25,000-50,000

○ 50,000-100,000

○ 100,000-500,000

○ >500,000

What is the main way in which your organisation generates positive impact for the people and communities you work with?

☑ Impact services - you create impact by providing training, advice, products or other services directly to people and communities in need.

☐ Impact employer - you create impact by providing employment opportunities to people in your business who otherwise would struggle to access a good job

☐ Impact enabler - you support other businesses to generate impact by improving their systems, policies or other activities to benefit society

☐ Profit donor - you generate impact by donating your profits to a charity or other social cause

You may select up to two options here to indicate the two main ways you generate positive social impact.

BII Impact due diligence form

How would you rate the solution on the Impact Management Project scale?

○ Act to avoid harm

○ Benefit stakeholders

◉ Contribute to solutions

This question should be answered by your Investment Manager at Big Issue Invest

Act to avoid harm - A responsible business that acts to avoid harm and adopt good business practices but doesn't necessarily have a targeted approach to reaching disadvantaged people nor a specific incorporation to benefit key community members

Benefit Stakeholders - A responsible business that acts to avoid harm and to actively generate positive outcomes for people and planet. However, doesn't necessarily have focused approach to ensuring disadvantaged people benefit and doesn't necessarily have systems in place for profit etc.

Contribute to solution - Avoids harm and aims to generate benefits particularly for underserved people

How would you rate the solution on the Impact Management Project scale?

○ Act to avoid harm

○ Benefit stakeholders

BII Impact due diligence form

Please select the industrial sector that your product or service best fits into.

	Primary trading activity	Other trading activity
Agriculture, forestry, or fishing	☐	☐
Retail trading	☑	☐
Wholesale trading	☐	☐
Construction	☐	☐
Financial services	☐	☐
Manufacturing	☐	☐
Sustainable energy supply	☐	☐
Transportation	☐	☐
Catering & food services	☐	☐
Housing	☐	☐
Real estate management (excluding housing)	☐	☐
Tourism & accommodation (e.g. hotels)	☐	☐
Tech4Good (e.g. IT services, App dev etc.)	☐	☐
Education	☐	☐
Nursery or children's day centre	☐	☐
Social care	☐	☐
Healthcare	☐	☐
Arts & entertainment	☐	☐
Community development	☐	☑
Other	☐	☐

If you only work in one sector, please only select one primary. If you deliver multiple services, select up to three. This list is an adaptation of UK SIC codes.

Outcomes you expect to be achieved

BII Impact due diligence form

This section seeks to understand the outcomes that you expect to be achieved with investment.

We recommend that this section is filled out collaboratively with your Investment Manager, or the Impact team at BII and we are happy to help set outcomes and indicators with organisations. This is an iterative process and outcomes can change as you move through the investment process.

Outcome Area 1 (essential)

Tackling homelessness	⌄

Tackling homelessness outcome type:

☐ Number of individuals in accommodation; disaggregated by temporary; permanent; assisted; social; private

☑ Increased number of individuals supported into sustainable employment

☑ Improved wellbeing of participants

☐ Increased number of individuals achieving NVQ equivalency

Outcome 1, Indicator 1: Please give details of the first indicator your organisation uses, or will use, to track and measure this outcome:

Increased number of vendors selling The Big Issue magazine.

Who are the beneficaries of this outcome indicator?

Vendors

How many beneficaries are there for this outcome indicator?

	How many currently benefitting?	**How many to benefit with investment?**
Number	1,700	2,500

Outcome 1, Indicator 2: Please give details of the second indicator your organisation uses, or will use, to track and measure this outcome:

Increased wellbeing of vendors.

Who are the beneficaries of this outcome indicator?

Vendors

How many beneficaries are there for this outcome indicator?

	How many currently benefitting?	**How many to benefit with investment?**
Number	1,700	2,500

Outcome 1, Indicator 3: Please give details of the third indicator your organisation uses, or will use, to track and measure this outcome:

Who are the beneficaries of this outcome indicator?

How many beneficaries are there for this outcome indicator?

	How many currently benefitting?	**How many to benefit with investment?**
Number		

Outcome Area 2

Employment, training & education ⌄

Employment, training & education outcome type:

☑ Increased number of individuals supported into sustainable employment

☐ Increased number of individuals achieving NVQ equivalency

☐ Increased number of individuals completing school/college courses

☐ Increased number of apprenticeships completed by young people

☐ Quality standard rating of education or training provider improves

Outcome 2, Indicator 1: Please give details of the first indicator your organisation uses, or will use, to track and measure this outcome:

Increased number of vendors moving on into further employment

Who are the beneficaries of this outcome indicator?

Vendors

How many beneficaries are there for this outcome indicator?

	How many currently benefitting?	How many to benefit with investment?
Number		

Outcome 2, Indicator 2: Please give details of the second indicator your organisation uses, or will use, to track and measure this outcome:

Who are the beneficaries of this outcome indicator?

How many beneficaries are there for this outcome indicator?

	How many currently benefitting?	How many to benefit with investment?
Number		

Outcome 2, Indicator 3: Please give details of the third indicator your organisation uses, or will use, to track and measure this outcome:

Who are the beneficaries of this outcome indicator?

BII Impact due diligence form

How many beneficaries are there for this outcome indicator?

	How many currently benefitting?	**How many to benefit with investment?**
Number		

Outcome Area 3

Income & financial inclusion ⌄

Income & financial inclusion outcome type:

☑ Improve financial wellbeing

☑ Improved access to credit & financial services

☑ Improved financial knowledge

Outcome 3, Indicator 1: Please give details of the first indicator your organisation uses, or will use, to track and measure this outcome:

Increased number of vendors able to accept cashless payments

Who are the beneficaries of this outcome indicator?

Vendors

How many beneficaries are there for this outcome indicator?

	How many currently benefitting?	**How many to benefit with investment?**
Number	570	1000

Outcome 3, Indicator 2: Please give details of the second indicator your organisation uses, or will use, to track and measure this outcome:

Increased number of vendors with bank accounts

Who are the beneficaries of this outcome indicator?

Vendors

BII Impact due diligence form

How many beneficaries are there for this outcome indicator?

	How many currently benefitting?	How many to benefit with investment?
Number	1400	2000

Outcome 3, Indicator 3: Please give details of the third indicator your organisation uses, or will use, to track and measure this outcome:

Number of vendors receiving financial guidance support

Who are the beneficaries of this outcome indicator?

Vendors

How many beneficaries are there for this outcome indicator?

	How many currently benefitting?	How many to benefit with investment?
Number	<50	500

BII Impact due diligence form

What will investment from BII enable, based on the outcomes listed above?

	Primary use of funds	Secondary use of funds
Expanding existing area of operation	☑	☐
Establishing new area of operation	☐	☐
New product or service development	☐	☑
Pursuing new revenue streams	☐	☐
Asset purchase - building	☐	☐
Asset or capital item purchase - not building	☐	☐
Increase marketing activities	☐	☐
Working capital needed for confirmed contract	☐	☐
Cover shortfall in cash	☐	☐
Re-financing previous debt	☐	☐
Financing onward lending	☐	☐
Refurbishments	☐	☐
Investing in organisational systems	☐	☑
Hiring new staff	☐	☐
Other	☐	☐

Does the solution align with priorities set by local relevant public institutes?

◉ Yes

○ No

○ N/A

e.g. local authorities, city councils, research bodies etc.

Please give detail of the prorities aligned to:

Unknown

Sector standards

BII Impact due diligence form

Are there recognised standards and regulations (e.g. OFSTED for education, Fair Trade for FMCGs etc.) within your sector?

○ Yes

◉ No

If yes, please specify:

Please detail your organisation's performance against these standards and regulations:

Impact measurement and management practices

Do you have a Theory of Change/social impact framework?

○ 1 - No impact framework in place. No clear target beneficiary group or the challenge faced. No explanation of how to solve the problem.

○ 2 - No impact framework in place but the investee is able to articulate the problem and the target beneficiaries.

◉ 3 - Basic Theory of Change in place, identifying the social problem, who experiences it and how to solve it

○ 4 - Everything in 3 but in a clear diagram or graphic

○ 5 - Everything in 4, with the inclusion of external variables

Please give any detail about your ToC or SIF that you think could be helpful:

We have basic theories of change in place for specific projects but plan to expand these to wider activity over the upcoming year. Have attached a project example.

Please upload a copy of your Theory of Change or social impact framework, if you are able to.

Drag & Drop (or) Choose File

BII Impact due diligence form

Do you have impact monitoring, evaluation and learning frameworks in place?

○ 1 - No data collected for monitoring. No evaluation conducted. No learning framework or understanding of 'learning' as an organisation.

○ 2 - Unstructured data collected, not used. No evaluation conducted. No learning framework but key staff collaborate to learn from experience.

◉ 3 - Structured data collected, stored in a usable way but not used. Evaluation led by internal person. Staff prioritise learning to improve service.

○ 4 - Structured data collected, stored in a usable way and being used. Evaluation led by external person. Staff prioritise learning to improve service.

○ 5 - All of 4, plus clear system for gathering info leading to external evaluations. Clear approach to learning with outcomes shared externally.

Please give any detail about your measuring, monitoring and evaluation framework that you think could be helpful:

[ ]

Please upload a copy of your measurement framework, if you are able to.

☁ Drag & Drop (or) Choose File

What are your current data management practices?

○ 1 - Data not collected or stored

○ 2 - Data collected, often major delay from intervention. Hard copies stored manually or scanned PDF. No GDPR policy. No clear responsible staff.

○ 3 - Data collected within 5 days, but very manual. Data stored in Excel. No GDPR policy. One staff member responsible for data but has other jobs.

○ 4 - Data collected within 5 days, using tech. Data stored in Excel. GDPR policy in place for all org. R&Rs for staff working on data.

◉ 5 - 'Live' data stored in quality system (e.g. Salesforce). Clear GDPR policy. Clear staff R&Rs on who manages data throughout process.

Please give any detail about your data management systems that you think could be helpful:

Rhys - Salesforce data for vendors.

Service access and inclusion

BII Impact due diligence form

Do you charge users/clients to access your service?

◉ Yes

○ No

If yes, please outline how the price has been tested for affordability

Vendors receive five free magazines to begin selling and after this they pay half of the cover price (£1.50) and sell it on for the cover price (£3) meaning they receive 50% profit on every magazine they sell. This allows them to reinvest in their magazine sales.

How do you proactively engage users/clients at risk of exclusion?

We are developing a DEI strategy to improve our approach to working with underrepresented groups.

e.g. more marginalised communities; people with disabilities etc.

Do you collect key demographic data on users/clients?

☑ Yes, we fully collect data on key demographic characteristics

☐ Yes, we collect some data on demographic characteristics but inconsistently

☐ No, we do not collect data on demographic characteristics

Data on demographic characteristics can include gender, ethnicity, disability, LGBTQ etc.

Does your organisation aim to work with a specific gender?

☐ Yes

☑ No

☐ Unsure

Does your organisation work with people of a particular ethnicity?

☐ Yes

☑ No

☐ Unsure

Does your organisation work with people with specific mental or physical disabilities or support needs?

☐ Yes

☑ No

☐ Unsure

◉ Yes

BII Impact due diligence form

Does your organisation aim to work specifically with people from the LGBTQ+ community?

☐ Yes

☐ No

☐ Unsure

Does your organisation work with people who face particular socio-economic challenges?

☑ Yes

☐ No

☐ Unsure

Which specific socio-economic challenges do your beneficiaries face

☑ Unemployed

☑ Long term unemployed

☑ Economically inactive

☐ Asylum seeker or refugees

☐ Youth NEET

☑ Living in high deprivation area

☑ Living in low income household

☑ Living in poverty

☐ In-work living in poverty

☐ People who are voluntary carers

☐ People who are financially excluded

☑ People who are homeless or at risk of homelessness

☑ Ex-offenders

Impact risks

Are there any potential negative impacts of your services that you are aware of?

These are direct risks from your organisations operations or services e.g. a negative environmental impact

Is there a risk that social impact may be diluted following investment?

○ Yes

◉ No

○ Unsure

The risk that the intended, pre-defined group of users will not receive the benefits intended from the services.

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Please see below for the impact risk type descriptions from the impact management project.

	IMPACT RISK		DEFINITION
1	Evidence risk	▶	The probability that insufficient high-quality data exists to know what impact is occurring (or will occur) across the other four dimensions of impact, for all stakeholders.
2	External risk	▶	The probability that external factors disrupt our ability to deliver the expected impact.
3	Stakeholder participation risk	▶	The probability that the expectations and/or experience of stakeholders are misunderstood or not taken into account.
4	Drop-off risk	▶	The probability that the expected positive impact does not endure and/or that negative impact is no longer mitigated.
5	Efficiency risk	▶	The probability that the expected impact could have been achieved with fewer resources or at a lower cost.
6	Execution risk	▶	The probability that the activities are not delivered as planned and do not result in the desired outcomes.
7	Alignment risk	▶	The probability that impact is not locked into the enterprise model, making mission-drift more likely.
8	Endurance risk	▶	The probability that the required activities are not delivered for a long enough period.
9	Unexpected impact risk	▶	The probability that significant unexpected positive and negative impact is experienced by people and the planet.

For more information please visit: https://impactmanagementproject.com/impact-management/impact-management-norms/risk/

Risk 1

We recommend this section is filled out by the Investment Manager and shared with the organisation for discussion of key impact risks.

What is the risk?

COVID-19 risk - not safe for vendors to be selling on the streets so not able to generate income from selling magazines.

What is the risk level?

Very high ⌄

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What is the risk type?

☐ Evidence

☑ External

☐ Stakeholder participation

☐ Drop-off

☐ Efficiency

☐ Execution

☐ Alignment

☐ Endurance

☐ Unexpected impact

☐ Other

☐ Dilution

Mitigation of Risk

Subscription model providing some income and foundation providing support to vendors.

Risk 2

What is the risk?

Already financially excluded vendors would struggle to access contactless card machines, making it more difficult for them to sell the numbers of magazines they need to.

What is the risk level?

High ⌄

BII Impact due diligence form

What is the risk type?

☐ Evidence

☑ External

☐ Stakeholder participation

☐ Drop-off

☐ Efficiency

☐ Execution

☐ Alignment

☐ Endurance

☐ Unexpected impact

☐ Other

☐ Dilution

Mitigation of Risk

Financial exclusion support work and contactless card payment work being done by frontline team.

Risk 3

What is the risk?

What is the risk level?

-Select- ⌄

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What is the risk type?

☐ Evidence

☐ External

☐ Stakeholder participation

☐ Drop-off

☐ Efficiency

☐ Execution

☐ Alignment

☐ Endurance

☐ Unexpected impact

☐ Other

☐ Dilution

Mitigation of Risk

Social Business standards

Social Mission

Have you formulated a clear social mission that you share consistently across internal and external communications and practices?

Yes

Please provide any relevant details:

Mission and vision available on the website, particularly of the Big Issue Foundation website.

Mission lock

Do you have any mission lock mechanism in place to ensure your social mission is prioritised and achieved?

Not at the moment

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Please provide any relevant details:

We have not had the capacity to date to complete this piece of work but it is something we are keen to pursue.

Fair Wages

Living Wage exceeds the National Living Wage and is based on calculations of the Living Wage Foundation that take into account the costs of living in the UK and London.

Having living wage certification requires all staff and individual contractors to be paid the Living Wage or London Living wage and devise a plan for transitioning to third party suppliers that also pay the Living Wage.

For more information please see below website:
https://www.livingwage.org.uk/

Is your organization a certified Living Wage employer?

No

If no, please share any concerns you might have with respect to the Living Wage accreditation.

We have not had the capacity to date to complete this piece of work but it is something we are keen to pursue.

What is the highest salary in your organization expressed as a multiple of the lowest salary?

0.0

Divide highest salary by lowest salary, round up to one decimal place.

Does your organisation publish reports on it's gender pay gap?

No

Please provide any relevant details:

No gender pay gap report
Highest and lowest salaries unknown

Upload the latest gender pay gap report, if available.

Drag & Drop (or) Choose File

BII Impact due diligence form

Employment practices

Does your organisation have employees on zero hours contracts?

No ▾

If yes or occasionally, what measures do you take to provide predictability and safeguard the wellfare of employees on zero hour contracts?

Do you have a pro-active approach to ensure equality of employment opportunities?

To an extent ▾

Please provide any relevant details:

This is also an area that we plan to address as part of our DEI work

Does your organization provide training and development opportunities for staff members?

Yes ▾

Please provide any relevant details:

To a degree, though this is an area we are looking to improve

Board representation and participatory governance

How do you include the people or communities that you serve in your decision making?

We are actively including vendors in our service design project which seeks to improve our frontline service to vendors.

Does your board include key stakeholders from the organisationes' users, community and partners to ensure inclusion of beneficiary 'voice'?

Not at the moment ▾

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Please provide any relevant details:

The Foundation board of trustees does however have an ex vendor and another person with lived experience of substance use.

Environmental management

Do you have a clearly formulated approach to considering the environmental and climate impact and risks in your operations?

No ▾

Please provide any relevant details:

This is an area that we plan to address going forward

Sourcing and fundraising policies

When sourcing products or services:

☐ We buy goods and services from local producers/suppliers whenever possible

☑ We buy goods and services from other social purpose organizations whenever possible

☐ We verify whether our suppliers and contractors adhere to environmental, social and governance standards

Select any number of options that apply.

If you fundraise for donations or grants, do you adhere to any guidelines for avoiding certain sources of funding on ethical grounds?

Not at the moment ▾

If yes, please provide details:

Diversity, equality and inclusion practices

Do you have a policy relating to your organisation's diversity, equality, and inclusion practices?

In development ▾

BII Impact due diligence form

Please provide any relevant details:

This is also part of our DEI work

Upload your DEI policy, if available

☁ Drag & Drop (or) Choose File

Recognised social standards

Is your organisation certified to any recognised social enterprise standards?

☐ SEUK membership

☑ Social Enterprise Mark

☐ Social Value Quality Mark

☑ B-Corp

☐ Disability Confident Employer level 1

☐ Disability Confident Employer level 2

☐ Disability Confident Employer level 3

☐ Fairtrade

☐ Rainforest Alliance

☐ FSC certified

☐ UTZ

☐ Soil Association

☐ ISO 1400

☐ Other

If you have selected Other from the list above, please specify