

Primary Ref	Theme	Outcome	Measure	Units	Proxy Value	Definition	Unit Guidance	Target Guidance	Evidence Requirements
NT1	Work	Creating local employment opportunities	Local people employed or retained	no. people FTE	Localised	This Measure covers the employment of local people. Qualifying employees must live in the local area, have an employment contract that reflects the hours they regularly work with a guaranteed minimum working time of 16 hours per week and at least 4 weeks of notice for shifts in the working pattern. The Full Time Equivalent (FTE) calculation must be derived from the length of the employment contract within the reporting period. The Measure requires a definition of the local area.	No. people (FTE) * length of contract (in years) where the maximum number of FTE per person per year is 1.0; A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant local people to be employed or retained. (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes that will be used to employ local people. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant local staff employed or retained with first part of their home postcode and first number of the second part e.g., (SW8 2), (EH42 1), (N1 2) only, and not their names and addresses. (2) Employment duration and type (full time or part time) per person.
NT128	Work	Creating local employment opportunities	Local people with disabilities employed or retained	no. people FTE	Localised	This Measure covers the continued employment of a local person who has a disability. Qualifying employees are those that live in the local area, with physical or mental impairments that have a 'substantial' and 'long-term' effect on their ability to do normal daily activities" (Equality Act, 2010). Employees must have an employment contract that reflects the hours they regularly work with a guaranteed minimum working time of 16 hours per week and at least 4 weeks of notice for shifts in the working pattern. This Measure is for existing employees only, for new employees with disabilities use the existing disabled Measure.	No. people (FTE) * length of contract (in years) where the maximum number of FTE per person per year is 1.0; A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant local people to be employed or retained (employees with a disability(s) only). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes that will be used to employ local people with disabilities. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant local staff employed (employees with a disability(s) only) with first part of their home postcode and first number of the second part e.g., (SW8 2), (EH42 1), (N1 2) only, and not their names and addresses. (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person had a disability during employment with the organisation.
NT91	Work	Creating local employment opportunities	Employers fairs which encourage local employment	£ invested inc. time, materials, equipmen	1	This Measure covers support for events aiming to promote and improve employment within the local community. Events should be organised in conjunction with local partners and employment specialists, for example the local authority, and must be accessible, well publicised within the community and last at least 4 hours - highlighting career opportunities inside the organisation or supply chain. Only the direct contributions to the event can be recorded. Recorded hours of staff time can only include time spent preparing and conducting the activities. Each of the types of support offered should be recorded separately.	Total resources invested; Including cash, equipment, use of assets (e.g., space) and employee time (valued at the prevailing volunteering or expert hours rate).	(1) Forecast resources to be invested. (2) Description of the types of initiatives planned. (3) Names of any proposed partner organisations if known.	(1) Details and breakdown of resources invested for relevant initiatives. (2) Dates, locations and types of initiatives. (3) Names of partner organisations where appropriate.
NT3	Work	Creating equal employment opportunities	Long-term unemployed people recruited	no. people FTE	51561	This Measure covers the employment of a person who can be classified as 'Long-term unemployed'. Qualifying employees will have been unemployed for a year or more. The Measure can only be used once per qualifying employee, for the first year of their employment, and does not include students.	No. people FTE (capped at 1 year per employee); A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant future employees (Long-term unemployed). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes that will be used to employ Long-term unemployed people. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant employees (Long-term unemployed). (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person was unemployed for at least a year prior to employment with the organisation.

NT3a	Work	Creating equal employment opportunities	Long-term unemployed armed forces veterans recruited	no. people FTE	51561	This Measure covers the employment of an armed forces veteran who can be classified as 'Long-term unemployed'. Qualifying employees will have been unemployed for a year or more. The Measure can only be used once per qualifying employee, for the first year of their employment and does not include students.	No. people FTE (capped at 1 year per employee); A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant future employees (Long-term unemployed Armed Forces Veterans). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes that will be used to employ Long-term unemployed people. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant employees (Long-term unemployed Armed Forces Veterans). (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person was unemployed for at least a year prior to employment with the organisation.
NT3b	Work	Creating equal employment opportunities	Long-term unemployed homeless people recruited	no. people FTE	51561	This Measure covers the employment of a homeless person who can be classified as 'Long-term unemployed'. Qualifying employees will have been unemployed for a year or more. The Measure can only be used once per qualifying employee, for the first year of their employment and does not include students.	No. people FTE (capped at 1 year per employee); A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant future employees (Long-term unemployed homeless individuals). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes that will be used to employ Long-term unemployed homeless individuals. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant employees (Long-term unemployed homeless individuals). (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person was unemployed for at least a year prior to employment with the organisation.
NT3c	Work	Creating equal employment opportunities	Long-term unemployed mothers recruited	no. people FTE	51561	This Measure covers the employment of an individual who can be classified as 'Long-term unemployed' and is a mother looking to return to work. Qualifying employees will have been unemployed for a year or more. The Measure can only be used once per qualifying employee, for the first year of their employment and does not include students.	No. people FTE (capped at 1 year per employee); A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant future employees (Long-term unemployed mothers returning to work). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes that will be used to employ Long-term unemployed mothers returning to work. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant employees (Long-term unemployed mothers returning to work). (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person was unemployed for at least a year prior to employment with the organisation.
NT4	Work	Creating equal employment opportunities	Employees recruited who are Not in Education Employment or Training (16-24 y.o.)	no. people FTE	52371	This Measure covers the employment of a person who can be classified as 'not in education employment or training' (NEET). Qualifying employees are 16-24 year olds who are not in formal training, education or any form of paid employment. The Measure can only be used once per qualifying employee, for the first year of their employment and does not include students, or adults who are long-term unemployed.	No. people FTE (capped at 1 year per employee); A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant future employees (Not in Employment, Education or Training). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes targeting people who are NEET. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant employees (Not in Employment, Education or Training). (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person qualified as NEET prior to employment with the organisation.
NT4a	Work	Creating equal employment opportunities	Unemployed 16-25 year old care leavers recruited	no. people FTE	52371	This Measure covers the employment of a person who is an unemployed young care leaver. Qualifying employees are 16-25 year olds who have been in the care of the Local Authority for a period of at least 13 weeks spanning their 16th birthday. The Measure can only be used once per qualifying employee, for the first year of their employment and does not include students.	No. people FTE (capped at 1 year per employee); A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant future employees (unemployed 16 to 25 year old care leavers). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes targeting 16 to 25 year old care leavers. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant employees (unemployed 16 to 25 year old care leavers). (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person was a care leaver prior to employment with the organisation and is under 26 years.
NT5	Work	Creating equal employment opportunities	Unemployed ex-offenders aged 18 and over recruited	no. people FTE	55922	This Measure covers the employment of a person who is an unemployed ex-offender. Qualifying employees will be aged 18 and over. The Measure can only be used once per qualifying employee, for the first year of their employment.	No. people FTE (capped at 1 year per employee); A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant future employees (unemployed ex-offenders aged 18 and over). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes targeting rehabilitating or ex-offenders aged 18 and over. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant employees (unemployed ex-offenders aged 18 and over). (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person was a rehabilitating or ex-offender prior to employment with the organisation.

NT6	Work	Creating equal employment opportunities	Unemployed individuals with disabilities recruited	no. people FTE	49911	This Measure covers the employment of a person who is unemployed and who has a disability. A qualifying employee is "someone with a physical or mental impairment that has a 'substantial' and 'long-term' effect on their ability to do normal daily activities" (Equality Act, 2010). The Measure can only be used once per qualifying employee, for the first year of their employment.	No. people FTE (capped at 1 year per employee); A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant future employees (unemployed individuals with a disability). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes targeting disabled persons. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant employees (unemployed individuals with a disability). (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person had a disability at the time of employment with the organisation.
NT76	Work	Creating equal employment opportunities	Unemployed people recruited	no. people FTE	50713	This Measure covers the employment of a person who can be classified as 'unemployed'. Qualifying employees will have been unemployed for at least four weeks. The Measure can only be used once per qualifying employee, for the first year of their employment.	No. people FTE (capped at 1 year per employee); A full-time equivalent (FTE) of 1.0 corresponds to having one person employed at least 35 hours per week for a period of 12 months. If they are employed for a shorter period, the FTE should be calculated at a proportional rate.	(1) Forecast number of relevant future employees (unemployed). (2) Expected employment duration and type (full time or part time) per person. (3) Any initiatives or recruitment programmes that will be used to employ unemployed people. (4) Names of any proposed partner organisations if known.	(1) Anonymised list of relevant employees (unemployed). (2) Employment duration and type (full time or part time) per person. (3) Confirmation that each person was unemployed for at least four weeks prior to employment with the organisation.
NT9	Work	Providing skills and experience for good work	Accredited training for new employees	no. weeks	347	This Measure covers new employment with accredited vocational training. Qualifying courses are at level 2 or higher such as: BTEC, City & Guilds, NVQ, HNC, RQF or T-levels. Courses must be completed by the employee and supported by the organisation until qualification is attained. This Measure can only be used to record training opportunities for new employees, not existing employees.	Training Weeks; No. weeks of training per person. A week has to include at least 3 training days per week; weeks with fewer training days can only be counted pro rata (total course days divided by 5).	(1) Forecast number of people on relevant vocational training courses. (2) Expected number of weeks spent on each course per person. (3) Qualification level for each course. (4) Name of accredited training provider(s) if available.	(1) Anonymised list of people on relevant accredited vocational training courses. (2) Number of weeks spent on each course per person. (3) Qualification level for each course. (4) Information on the accredited training provider(s).
NT10	Work	Providing skills and experience for good work	Employment of new apprentices	no. weeks	309.73	This Measure covers the employment of new apprentices at level 2 or higher. Qualifying apprenticeships must follow an established path of progression to ensure timely completion and should be supported by the organisation until complete. This Measure can only be used to record opportunities for new employees and not upskilling for existing employees.	Employment Weeks; No. weeks of apprenticeship training per person.	(1) Forecast number of relevant people (apprentices) to be employed. (2) Expected relevant working time (weeks spent on apprenticeship) per person. (3) Expected qualification level for each apprentice. (4) Name of accredited training provider for each apprentice if known.	(1) Anonymised list of relevant people (apprentices) employed. (2) Relevant working time (weeks spent on apprenticeship) per person. (3) Qualification level for each apprentice. (4) Information on the accredited training provider for each apprentice.
NT10a	Work	Providing skills and experience for good work	Employment of new apprentices from designated groups	no. weeks	309.73	This Measure covers the employment of new apprentices from designated groups at level 2 or higher. Designated groups can include persons who are NEET, under-represented gender and ethnic groups, persons with disabilities, homeless individuals, rehabilitating young offenders, etc. Qualifying apprenticeships must follow an established path of progression to ensure timely completion and should be supported by the organisation until complete. This Measure can only be used to record opportunities for new employees and not upskilling for existing employees.	Employment Weeks; No. weeks of apprenticeship training per person.	(1) Forecast number of relevant people to be employed (apprentices from designated groups) with the designated group to be identified for each individual. (2) Expected relevant working time (weeks spent on apprenticeship) per person. (3) Expected qualification level for each apprentice. (4) Summary of strategy for engaging with individuals from designated groups. (5) Name of accredited training provider for each apprentice if known.	(1) Anonymised list of relevant people employed (apprentices from designated groups) with the designated group identified for each individual. (2) Relevant working time (weeks spent on apprenticeship) per person. (3) Qualification level for each apprentice. (4) Information on the accredited training provider for each apprentice.
NT11	Work	Providing skills and experience for good work	Personalised support to help unemployed people into work	no. hrs (total session duration) *no. attendees	110.99	This Measure covers the provision of expert-led personalised support to help unemployed people gain work (not including students). Examples include career mentoring, mock interviews, CV advice, careers guidance, etc. Group sessions must be of a small enough size to allow recipients to receive personalised support based on their individual and specific needs. Training can be delivered online or in person. An employee's hours can only be recorded if they have been allocated time during paid working hours or time off in lieu.	Attendee Hours; No. attendees * Session duration (in hours).	(1) Forecast number of sessions, number of people receiving training and session duration. (2) Description of relevant activity/activities to be delivered, including confirmation that content will be personalised to individual needs. (3) Names of any proposed partner organisations if known.	(1) Number of sessions, number of people receiving training, and duration of sessions and dates. (2) Description of relevant activity/activities delivered, including confirmation that content was personalised to individual needs. (3) Names of partner organisations where appropriate.

NT12	Work	Providing good work opportunities	Meaningful unpaid work placements while Not in Employment Education or Training	no. weeks	96.53	This Measure covers the provision of unpaid, short-term placements or pre-employment courses that make a meaningful contribution to enabling young people not in employment education or training (NEET) to find gainful employment. The placement must not last more than 8 consecutive weeks (or more than 40 days within a 3-month period) but at least 1 week. The Measure can only be used once per person within a 12-month period. Examples of meaningful work placements include work on junior-level tasks providing industry experience and insight.	No. weeks on placement per person. Working days can be counted pro rata (total training days divided by 5) but a week has to include at least 3 working days per week.	(1) Forecast number of participants and weeks of work placements or pre-employment courses per person. (2) Description of each proposed work placement or pre-employment course. (3) Names of any proposed partner organisations if known.	(1) Anonymised list of participants supported with unpaid work placements or pre-employment courses. (2) Duration in weeks of each work placement or pre-employment course. (3) Description of each work placement or pre-employment course.
NT13	Work	Providing good work opportunities	Meaningful paid work placements	no. weeks	412.38	This Measure covers the provision of paid work placements that make a meaningful contribution to enabling young people to find gainful employment. The placement can last between 2 weeks and 6 months. The Measure can only be used once per person, within a 12-month period. Examples of meaningful work placements include work on junior-level tasks providing industry experience and insight.	No. weeks on placement per person. Working days can be counted pro rata (total training days divided by 5) but a week has to include at least 3 working days per week.	(1) Forecast number of participants and weeks of paid work placements per person. (2) Description of each proposed paid work placement. (3) Names of any proposed partner organisations if known.	(1) Anonymised list of participants supported with paid work placements. (2) Duration in weeks of each paid work placement. (3) Description of each work placement.
NT8	Work	Developing skills and experience for future work	Support for students at local educational institutions	no. staff volunteering hours	17.48	This Measure covers staff volunteering with pupils and students of local educational institutions. Qualifying activities include corporate presentations, preparing and delivering career talks, curriculum support, literacy support, and specific industry talks. They can take place virtually as well as onsite. Recorded hours of staff time can only include time spent preparing and conducting the activities. An employee's volunteering hours can only be recorded if they have been allocated time during paid working hours or time off in lieu.	Volunteering Hours; No. volunteering hours per employee per event.	(1) Forecast number of staff hours. (2) Description of the types of curriculum support activities to be delivered. (3) Names of proposed educational establishments if known.	(1) Breakdown of hours spent by staff volunteering. (2) Dates, locations and the types of relevant initiatives. (3) Names of partner organisations where appropriate.
NT98	Work	Developing skills and experience for future work	Expert curriculum support for universities and colleges	no. staff expert hours	106.34	This Measure covers activities to support the curriculums of higher and further educational institutions through activities delivered by a qualified external expert. Examples are guest lectures, specialist workshops, and specific industry talks. They can take place virtually as well as onsite. Recorded hours of staff time can only include time spent preparing and conducting the activities. An employee's expert hours can only be recorded if they have been allocated time during paid working hours or time off in lieu.	Expert Hours; No. expert hours per employee per event.	(1) Forecast number of expert staff hours to be spent by employees delivering the sessions and their relevant qualification/role. (2) Description of expected content. (3) Names of any proposed educational establishments if known.	(1) Breakdown of expert hours and their relevant qualification/role. (2) Description of the type of expert advice provided. (3) Dates, locations and the types of relevant initiatives. (4) Names of partner organisations where appropriate.

NT99	Work	Developing skills and experience for future work	Support for enabling visits of school children or local residents	no. staff volunteering hours	17.48	This Measure covers educational visits to project sites for local school children and residents. Qualifying sessions must be informative, and organised in conjunction with the educational institution. Recorded hours of staff time can only include time spent preparing and conducting the activities. An employee's volunteering hours can only be recorded if they have been allocated time during paid working hours or time off in lieu.	Volunteering Hours; No. volunteering hours per employee per event.	(1) Forecast number of staff hours. (2) Description of the types of activities to be delivered. (3) Names of any proposed partner organisations if known.	(1) Breakdown of hours spent by staff volunteering. (2) Breakdown of visited sites, dates and locations. (3) Names of partner organisations where appropriate.
NT100	Work	Developing skills and experience for future work	Employment taster days (project related, sector or industry)	£ invested inc. time, materials, equipment etc	1	This Measure covers support for events that offer participants an insight into working in the relevant sector through hands-on experience. Participants can include school, college and university students. Qualifying sessions must be informative, accessible, well publicised within the community and be a minimum of 6 hours long and can be run in partnership with a VCSE or as part of a company programme. Recorded hours of staff time can only include time spent preparing and conducting the activities. Each of the types of support offered should be recorded separately.	Total resources invested; Including cash, equipment, use of assets (e.g., space) and employee time (valued at the prevailing volunteering or expert hours rate).	(1) Forecast resources to be invested. (2) Description of the types of initiatives planned. (3) Names of any proposed partner organisations if known.	(1) Details and breakdown of resources invested for relevant initiatives. (2) Dates, locations and types of initiatives. (3) Names of partner organisations where appropriate.
NT50	Work	Pioneering approaches to increasing local skills and employment	Initiatives to promote local skills and employment	£ invested inc. time, materials, equipment etc	1	This Measure covers support for a range of initiatives to increase skills and employment opportunities for local people and create sustainable employment opportunities in response to need, co-designed and co-produced with the community, through pioneering programmes that are scalable. Recorded hours of staff time can only include time spent preparing and conducting the activities. Innovative approaches and interventions not covered by other measures can be recorded here.	Total resources invested; Including cash, equipment, use of assets (e.g., space) and employee time (valued at the prevailing volunteering or expert hours rate).	(1) Forecast resources to be invested. (2) Description of the types of initiatives planned, highlighting where there is innovation. (3) Names of any proposed partner organisations if known.	(1) Details and breakdown of resources invested for relevant initiatives. (2) Description of how, where, and the types of activities/investments delivered along with expected impact highlighting where there is innovation. (3) Names of partner organisations where appropriate.
NT133	Work	Developing skills and experience for future work	Personalised career pathway programmes (including KS4 work experience)	no. hrs (total session duration) *no. attendees	110.99	This Measure covers the provision of personalised support that helps students in Key Stage 4 or equivalent [14+] to build confidence, and explore future career pathways. Qualifying programmes should enable students to access and use information about careers, education routes, and the labour market to make informed decisions about their next steps. Examples include shadowing, mentoring, discovery programmes, industry sessions, careers guidance, and short skills-focused tasks that encourage active participation and self-reflection. Each experience must be purposeful lasting between 1 day to and typically no more than 2 weeks. Students should have regular opportunities to connect with employers, understand the skills valued in the workplace, and see how their studies relate to real-world careers. Support can be delivered online or in person; however, online sessions must be live to allow for meaningful interaction between students and experts.	Attendee Hours; No. attendees * Session duration (in hours).	(1) Forecast number of sessions, number of people receiving training and session duration. (2) Description of relevant programs delivered, including confirmation that content will be personalised to individual needs. (3) Names of any proposed partner organisations if known.	(1) Number of sessions, number of people receiving training, and duration of sessions and dates. (2) Description of relevant programs delivered, including confirmation that content was personalised to individual needs. (3) Names of partner organisations where appropriate.

NT134	Work	Developing skills and experience for future work	Exposure to career pathways through group programmes	no. staff expert hours	110.99	This Measure covers the provision of support in a group setting that helps students build confidence, and explore future career pathways. Qualifying activities enable students to access and use information about careers, education routes, and the labour market to make informed decisions about their future career. Examples include taster days, corporate presentations, career fairs, online career sessions and workplace visits. Each experience must be purposeful, lasting at least 1 hour to typically no more than 1 day. Students should have opportunities to connect with employers, understand the skills valued in the workplace, and see how their studies relate to real-world careers. Support can be delivered online or in person.	Expert Hours; No. expert hours per employee per event.	(1) Forecast number of sessions, number of people receiving training and session duration. (2) Description of relevant activity/activities to be delivered, including confirmation that content will be personalised to individual needs. (3) Names of any proposed partner organisations if known.	Evidence required (1) Number of sessions, number of people receiving training, and duration of sessions and dates. (2) Description of relevant activity/activities delivered, including confirmation that content was personalised to individual needs. (3) Names of partner organisations where appropriate.
NT18	Economy	Building diverse and sustainable supply chains	Spend with local companies in the supply chain	£	Localised	This Measure covers spend with local suppliers and reflects the economic and social benefits to the local community. It allows for adjustment by local area and industry. The Measure requires a definition of the local area.	Total amount of £ spent with the supply chain within the defined local area.	(1) Forecast £ to be spent with suppliers in the defined local area. (2) Types of goods/services, and estimated proportions, to be procured. (3) Names of proposed suppliers if known.	(1) Breakdown of £ spent. (2) Goods/services procured. (3) Name, postcode and industry of suppliers in the defined local area.
NT19	Economy	Building diverse and sustainable supply chains	Spend with local SMEs in the supply chain	£	Localised	This Measure covers spend with local suppliers which are Small and Medium Enterprises (SMEs) and reflects the economic and social benefits to the local community. It allows for adjustment by local area and industry. The Measure requires a definition of the local area.	Total amount of £ spent with SMEs in the supply chain within the defined local area.	(1) Forecast £ to be spent with small or medium sized suppliers in the defined local area. (2) Types of goods/services, and estimated proportions, to be procured. (3) Names of proposed suppliers if known.	(1) Breakdown of £ spent. (2) Goods/services procured. (3) Name, postcode, industry and company size (small or medium) of suppliers in the defined local area.
NT15	Economy	Promoting a diverse and resilient business community	Expert support to VCSEs and SMEs	no. staff expert hours	106.34	This Measure covers employees providing their expertise to Voluntary, Community and Social Enterprises (VCSEs) or Small and Medium Enterprises (SMEs). Qualifying activities include a range of expert-led sessions offering specialist business advice that builds the capacity of VCSEs and SMEs.	Expert Hours; No. expert hours per employee per event.	(1) Forecast number of employee hours and their relevant qualification/role. (2) Description of the expert support to be provided. (3) Names of organisations to benefit from the advice if known.	(1) Breakdown of employee hours and their relevant qualification/role. (2) Description of the expert support provided. (3) Identity of organisations benefiting from the advice. (4) Names of partner organisations
NT16	Economy	Promoting a diverse and resilient business community	Support for VCSEs through donations	£ invested	1	This Measure covers financial and in-kind contributions to Voluntary, Community and Social Enterprises (VCSEs). This Measure cannot be used for staff donations or donations raised from third parties at fundraising events.	Expert Hours; No. expert hours per employee per event.	(1) Proposed resources to be donated (e.g., £ donations and/or £ equivalent in-kind contributions). (2) Names of VCSEs to be supported if known.	(1) Details and breakdown of resources invested for VCSEs. (2) Type of in-kind donations and quantities delivered. (3) Names of VCSEs supported.
NT20	Economy	Promoting wellbeing and diversity in the workplace	Multidimensional wellbeing programme access for staff	no. employees provided access	137.5	This Measure covers comprehensive support that encompasses all aspects of staff wellbeing. Qualifying staff include both direct and supply chain employees. Qualifying programmes will enable participating members of staff to take care of their own physical and mental wellbeing through accredited resources and activities. Programmes must be easily accessible, actively	No. staff who have received access to wellbeing programmes in the period.	(1) Description of organisation's proposed wellbeing programme. (2) Number of relevant people to be given access to the programme. (3) Confirmation that these people will be given access for a minimum period of 1 year. (4) Names of any proposed	(1) Description of organisation's wellbeing programme in operation during the period. (2) Number of relevant people given access to the programme. (3) Confirmation that these people have been given access for a minimum period of one year. (4) Names of partner organisations
NT39	Economy	Promoting wellbeing and diversity in the workplace	Support for mental health awareness campaigns for staff	£ invested inc. time, materials, equipment etc	1	This Measure covers support for raising awareness of mental health issues to support the wellbeing of staff. Qualifying programmes should include activities that encourage open dialogue, foster understanding and remove the stigma around poor mental health. Examples are the provision of mental health resources, mindfulness courses and stigma reduction workshops or Mental Health First Aid courses. Programmes must be easily accessible, well-managed, and relevant. Recorded hours of staff time can only include time spent preparing and conducting the activities. Each of the types of support offered should be recorded separately.	Total resources invested; Including cash, equipment, use of assets (e.g., space) and employee time (valued at the prevailing volunteering or expert hours rate).	(1) Forecast resources to be invested. (2) Description of the types of initiatives planned. (3) Names of any proposed partner organisations if known.	(1) Details and breakdown of resources invested for relevant initiatives. (2) Dates, locations and types of initiatives. (3) Names of partner organisations where appropriate.

NT104	Economy	Promoting wellbeing and diversity in the workplace	Personalised support to improve financial literacy (including budgeting)	no. hrs (total session duration) *no. attendees	92.49	This Measure covers the provision of expert-led personalised financial literacy and budgeting support. Group sessions must be of a small enough size to allow recipients to receive personalised support based on their individual and specific needs. Training can be delivered online or in person. An employee's hours can only be recorded if they have been allocated time during paid working hours or time off in lieu.	Attendee Hours; No. attendees * Session duration (in hours).	(1) Forecast number of sessions, number of people receiving training and session duration. (2) Description of relevant activity/activities to be delivered, including confirmation that content will be personalised to individual needs. (3) Names of any proposed partner organisations if known.	(1) Number of sessions, number of people receiving training, and duration of sessions and dates. (2) Description of relevant activity/activities delivered, including confirmation that content was personalised to individual needs. (3) Training provider credentials.
NT105	Economy	Promoting wellbeing and diversity in the workplace	Expert Equality, Diversity & Inclusion training	£ invested inc. time, materials, equipment etc	1	This Measure covers the costs and associated expenses of having 'Equality, Diversity and Inclusion' (EDI) training and advice, delivered by qualified external experts. Training can include anti-harassment and bullying campaigns, reducing inequalities, social justice, etc. Qualifying employees can include direct and supply chain staff, as well as subcontractors. Recorded hours of staff time can only include time spent preparing and conducting the activities. Each of the types of support offered should be recorded separately.	Total resources invested; Including cash, equipment, use of assets (e.g., space) and employee time (valued at the prevailing volunteering or expert hours rate).	(1) Forecast resources to be invested. (2) Description of the types of initiatives planned. (3) Names of any proposed partner organisations if known.	(1) Details and breakdown of resources invested for relevant initiatives. (2) Dates, locations and types of initiatives. (3) Names of partner organisations where appropriate
NT106	Economy	Promoting fair work	Contributions to programmes which promote gender equity	£ invested	1	This Measure covers financial contributions to programmes, activities or providing infrastructure that promotes gender equity within an organisation. Examples are establishing flexible working arrangements beyond home working, introduction of tailored growth and development opportunities, endorsement of employee resource groups, increasing women's representation in leadership and decision-making etc.	Total £ invested.	(1) Details of £ to be invested. (2) Description of the types of initiatives planned. (3) Names of any proposed partner organisations if known.	(1) Details of £ invested. (2) Dates, locations and types of initiatives. (3) Names of partner organisations where appropriate.
NT28	Community	Building resilient communities	Support for local community projects through donations	£ invested	1	This Measure covers financial and in-kind contributions to a range of initiatives aimed at improving the welfare and wellbeing of a community. These include financial and in-kind contributions to community projects and can be run in partnership with a VCSE or as part of a company programme. Each of the types of support offered should be	Total £ invested; Including cash, equipment, and use of assets (e.g., space).	(1) Forecast resources to be invested. (2) Description of the types of initiatives planned. (3) Names of any proposed partner organisations if known.	(1) Details and breakdown of resources invested for relevant initiatives. (2) Dates, locations and types of initiatives. (3) Names of partner organisations where appropriate.
NT29	Community	Building resilient communities	Support for local community projects through volunteering	no. staff volunteering hours	17.48	This Measure covers staff volunteering on local community projects. Qualifying activities include a range of initiatives geared at improving community wellbeing. These can be run in partnership with a VCSE or as part of a company programme based on local need. Recorded hours of staff time can only include time spent preparing and conducting the activities. An employee's volunteering hours can only be recorded if they have been allocated time during paid working hours or time off in lieu.	Volunteering Hours; No. volunteering hours per employee per event.	(1) Forecast number of staff hours. (2) Description of the types of local community activities to be delivered. (3) Names of any proposed partner organisations if known.	(1) Breakdown of hours spent by staff volunteering. (2) Dates, locations and the types of relevant initiatives. (3) Names of partner organisations where appropriate.
NT26	Community	Building community wellbeing	Support for community health or wellbeing interventions	£ invested inc. time, materials, equipment etc	1	This Measure covers support for a range of initiatives aimed at promoting and increasing health and wellbeing in a community such as fitness programmes, nutrition support and smoking, alcohol, and drug abuse reduction initiatives, etc. These can be run in partnership with a VCSE or as part of a company programme. Recorded hours of staff time can only include time spent preparing and conducting the activities. Each of the types of support offered should be	Total resources invested; Including cash, equipment, use of assets (e.g., space) and employee time (valued at the prevailing volunteering or expert hours rate).	(1) Forecast resources to be invested. (2) Description of the types of initiatives planned. (3) Names of any proposed partner organisations if known.	(1) Details and breakdown of resources invested for relevant initiatives. (2) Dates, locations and types of initiatives. (3) Names of partner organisations where appropriate.

NT32	Planet	Restoring our climate and improving air quality through transport	Reductions in car miles from a green transport programme	miles saved	0.0708	This Measure covers the reductions in car miles driven as a result of a green transport programme. Reductions in car miles is the difference between the actual car miles and a baseline, and can be calculated by measuring or estimating the mileage before the intervention to create the baseline, then measuring the actual car mileage. Qualifying programmes include cycle-to-work schemes, public transport support, or carpooling / carsharing initiatives (not including hybrid working). This Measure addresses business travel and employee commuting categories within scope 3 emissions.	Recorded miles reduced; Baseline miles driven less Actual number of miles driven.	(1) Description of organisation's green transport programmes to reduce car miles. (2) Baseline car miles with supporting evidence. (3) Forecast car miles from the intervention.	(1) Description of organisation's green transport programmes to reduce car miles. (2) Baseline car miles with supporting evidence. (3) Actual car miles from the intervention.
NT33	Planet	Restoring our climate and improving air quality through transport	Miles driven using Zero Emission Vehicles	miles driven	0.047	This Measure covers the miles driven by Zero Emission Vehicles (ZEV) instead of Internal Combustion Engine (ICE) vehicles. This Measure addresses miles driven for business use.	Accumulated miles; Miles driven with ZEVs instead of ICE vehicles.	(1) Description of organisation's ZEV plan. (2) Forecast miles to be driven by ZEVs.	(1) Description of organisation's ZEV plan. (2) Miles driven by ZEVs.
NT116	Planet	Promoting environmentally sustainable procurement	Expert support on carbon reduction to SMEs in the supply chain	£ invested inc. time, materials, equipment etc	1	This Measure covers the costs associated with the provision of expert-led climate change and carbon reduction training for sub contractors which are Small and Medium Enterprises (SMEs). Supported initiatives must be expertly designed and qualifying recipients are those within these organisations with decision making capabilities and who are in a position to drive organisational change. Examples of training courses are: Supply Chain Sustainability School bronze or higher certificates or the Carbon Literacy Project etc. and can be run in partnership with a VCSE or as part of a company programme. Recorded hours of staff time can only include time spent preparing and conducting the activities. Each of the types of support offered should be recorded separately.	Total resources invested; Including cash, equipment, use of assets (e.g., space) and employee time (valued at the prevailing volunteering or expert hours rate).	(1) Forecast resources to be invested. (2) Description of the types of initiatives planned. (3) Names of any proposed partner organisations if known.	(1) Details and breakdown of resources invested for relevant initiatives. (2) Dates, locations and types of initiatives. (3) Names of partner organisations where appropriate.
NT119	Planet	Protecting and restoring biodiversity and ecosystems	Support for green spaces, biodiversity or ecosystems	£ invested inc. time, materials, equipment etc	1	This Measure covers support for a range of greenspace creation and development schemes which preserve or enhance natural land or vegetation. Examples are funding urban parks and gardens, street planting, brownspace regeneration, etc., and can be run in partnership with a VCSE or as part of a company programme. Recorded hours of staff time can only include time spent preparing and conducting the activities. Each of the types of support offered should be recorded separately.	Total resources invested; Including cash, equipment, use of assets (e.g., space) and employee time (valued at the prevailing volunteering or expert hours rate).	(1) Forecast resources to be invested. (2) Description of the types of initiatives planned. (3) Names of any proposed partner organisations if known.	(1) Details and breakdown of resources invested for relevant initiatives. (2) Dates, locations and types of initiatives. (3) Names of partner organisations where appropriate.
NT88	Planet	Transitioning to a regenerative economy	Reduce waste through reuse of products and materials	tonnes	102.1	This Measure covers the reuse of products and materials instead of recycling, scrapping or disposal of them. Examples of materials include packaging, paper, glass, textiles, waste materials, wooden products, windows, metals.	Tonnes of materials reused.	(1) Description of the planned circular economy initiative(s), including information on how reuse will occur. (2) Forecast total amount (in tonnes) of materials to be reused. (3) Names of any proposed partner organisations if known.	(1) Description of the circular economy initiative(s), including information on how reuse occurred. (2) Total amount (in tonnes) of reused materials. (3) Names of partner organisations where appropriate.

NT72	Planet	Managing waste sustainably	Hard-to-recycle waste diverted from landfill/incineration	tonnes	102.1	This Measure covers a range of initiatives that create solutions for recycling hard-to-recycle items to divert these from landfills or incinerators. Examples of partners are ProCycle, Terracycle, etc. Examples of hard to recycle waste are UPVC window frames, mattresses, various plastics and certain items made from wood and metal.	Tonnes of hard-to-recycle waste diverted.	(1) Description of the waste to be recycled and the expected recycling challenges. (2) Description of the dedicated recycling programme to be undertaken. (3) Forecast total amount (in tonnes) of hard-to-recycle waste to be generated. (4) Forecast amount (in tonnes) of hard-to-recycle waste to be diverted from landfill. (5) Names of any proposed partner organisations if known.	(1) Description of the type of waste recycled and the recycling challenges. (2) Description of the dedicated recycling programme. (3) Total amount (in tonnes) of hard-to-recycle waste generated. (4) Amount (in tonnes) of hard-to-recycle waste diverted from landfill. (5) Names of partner organisations where appropriate.
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