

Social Value Action Planning Tool

Action Plan for Fast Engineering Limited

We have used your prioritised statements to suggest some actions you could consider to maximise your social value contribution. If you are already taking action you can provide more information that will be shared with your customers to celebrate your contribution. You can remove actions if they are not relevant or add your own actions to this list. **Please note deleted actions cannot be reinstated at a later date.** We encourage you to update your progress on these actions and to add evidence that shows how you are demonstrating progress and improvement. If you wish to share access to this action plan with colleagues within your business and/or your clients, please use the 'Share' button at the bottom of the page.

Environmental Impacts

Actions you select here will demonstrate how effectively you consider your environmental impacts. Add evidence of how you manage your environmental performance. Select actions from this list that you have in progress, are ready to start or have already completed.

Your issues

1 Our business activities use natural resources (energy, water, mined materials, plant products)

All businesses use natural resources. From the energy we use for power to the materials we rely on every day, we are using finite resources that are often damaging to produce or extract. It is important to use resources responsibly opting for renewable or sustainable options where possible. Select this issue to explore actions to help you think about understanding and managing resources or to provide information about how you already do this effectively.

Your action plan



Be efficient with resources Completed

All businesses rely on natural resources to keep them running. Whether you are boiling a single kettle, running a factory or managing a fleet there are ways to minimise environmental impacts and save money. Examine your business processes to see where you can [be more efficient](#) and make a plan to do more with less.

Evidence

We have invested in a wind turbine and solar panels on our site to produce our own electricity to power our factory. Fork trucks are charged at low peak times. Factory is only heated in areas where staff are working. We use low energy LED lighting throughout our premises. Staff are encouraged to turn off lighting during breaks etc. We use a heat exchanger to ensure excess heat is utilised. All company vehicles are maintained to minimise pollution.

Evidence last updated: 03 November 2023

Spend to save In progress

[Reducing the natural resources](#) your business uses may require investment. Developing plans to use fewer or renewable resources will save money, reduce reliance on unsustainable materials and demonstrate responsible business practice. Payback periods for investments are shortening and it is worth reviewing the feasibility of investment regularly. You may also be able to access an [interest-free loan](#)

Evidence

We have invested in a wind turbine and solar panels on our site to produce our own electricity to power our factory. We have replaced all our light bulbs/ tubes to low energy LED lighting. We will further be looking at our heating system and when available in our area changing from oil to gas. Also we have enquired about getting an electric car charging point on our premises and if approval gained we will look at changing our company car to electric power and encouraging all our staff to do the same - some already are.

Evidence last updated: 03 November 2023

Measure your progress Completed

If you are committing to reducing your energy, water or other natural resources you will need to measure changes in usage over time to engage your staff and also communicate with your customers. Ensure your plans include details of how you measure and monitor your progress over time.

Evidence

Due to our investment in a wind turbine and solar panels on our site we are able to use this energy to power our machinery and also export this back to the grid. Our next step will be to look at our heating system and see if it can be improved - we presently use oil as a gas option is not available to us yet in our location.

Evidence last updated: 03 November 2023

1 We are keen to communicate our environmental or sustainability commitments and performance

Having sustainability policies and plans embedded within your business provides an opportunity for you to communicate your ambition and progress. This might help you demonstrate leadership in your sector, align with your customers' values or simply enhance your position in the marketplace. Select this issue to explore ways to communicate your sustainability journey or to share your existing good practice.



Demonstrate progress against this Action Plan In progress

At least one of your customers has encouraged you to use this tool to generate an Action Plan. The simplest way to keep them informed is to update it regularly with your progress. You can also use the 'EXPORT PLAN' button at the bottom of the page to send it directly to individuals, such as potential new customers. You could also add it to your website, if you have one, to make a more public statement.

2 We are keen to strengthen our commitment to carbon reduction in the light of the climate emergency

The UK Government has legislated for 'net zero' greenhouse gas emissions to help halt climate change. Leading businesses are making their own commitments to achieving net-zero and making plans to reduce their carbon emissions. This is a complex and long-term ambition requiring appropriate planning and investment.



Generate your own energy Completed

An increasing number of larger organisations are making commitments either to source 100% of their energy from renewables or to generate their own. Consider the feasibility of [generating your own renewable energy](#)

Evidence

We have invested in a wind turbine and solar panels on our site to produce our own electricity to power our factory.

Evidence last updated: 03 November 2023

Understand the carbon impact of your business In progress

Understanding the carbon impacts of your business operations is an important first step in developing an action plan to help you manage and reduce them. Broadly this means looking at the energy you consume, travel and transport, waste production the type of catering you provide and the impact of the products you purchase. This activity is the first step in developing a carbon action plan. You can also use a [carbon calculator tool](#) such as this one from the Carbon trust

Develop and implement a carbon action plan In progress

A carbon reduction plan will enable you to demonstrate your commitment to de-carbonisation and evidence that you are responding to the climate challenges in a focussed way. It will detail your key impact areas and detail your plans to reduce them. Use this [editable template](#) to get you started.

3 We set (or want to set) targets to improve our sustainability performance

Setting clear, measurable targets is an important element of any organisation's commitment to sustainability. Targets to reduce your negative impacts will be important but a more holistic view will also demonstrate your commitment to society and the economy. Select this issue to consider how best to use targets in your business or to capture how you already do this effectively.



Develop an environmental or sustainability policy Completed

A [policy](#) is a simply written statement outlining your organisation's commitment to managing environmental or sustainability impacts. It outlines the key areas of your business you hope to improve and so can include environmental, social and/or economic considerations and targets. You could use this Action Plan as the basis of your policy as it provides an overview of sustainability areas for you to focus on.

Evidence

<https://fastasleep.co.uk/images/PD...>

Evidence last updated: 03 November 2023

Share stories of your business In progress

A simple blog post, a conversation with your customers or an update on your website is enough to share your progress, large or small. Think about developing a [case study](#) to showcase your work. Even the smallest initiative can be an excuse to tell a positive story about your business.

Evidence

<https://www.fastank.com/index.php/...>

Evidence last updated: 03 November 2023

4 We have an opportunity to enhance or support biodiversity

Even the smallest sites can provide a home to wildlife and so taking opportunities to enhance habitats and consider the biodiversity on sites you directly manage is always worthwhile. Your operations might also impact on biodiversity more broadly through products you source and this should also be considered. Select this issue to explore actions to help you enhance biodiversity or to provide information about how you have already taken action in this area.



Consider biodiversity you may affect indirectly In progress

The products and services central to your business operations are likely to impact on biodiversity across the globe and well beyond your direct control. Ensure your procurement processes consider biodiversity as part of your commitments to ethical or responsible purchasing. Make commitments that relate to protecting ecologically sensitive habitats part of your approach to sustainability and reporting if appropriate.

Enhance the biodiversity of sites you manage In progress

Even the smallest site (including the garden of a humble home office) can offer refuge to wildlife. There are lots of resources available to help you start thinking about how best to encourage biodiversity but [the Wildlife Trust](#) is a great place to start. If you have large or multiple sites you could be providing both a habitat for wildlife and creating spaces that benefit the wellbeing of your staff, customers or visitors. There may also be compliance issues you should be aware of as a minimum. If you are developing plans for your business ensure they are aligned with regional or national [Biodiversity Action Planning](#) initiatives that may be in place.

Volunteer to support biodiversity in your local area In progress

There may be opportunities to support local biodiversity or ecological restoration projects in the local area using staff volunteering initiatives. Consider how you can support staff to contribute to this type of project in your area.

Evidence

We are currently investigating to see if there are any projects we can support in our area.

Evidence last updated: 03 November 2023

Economic Impacts

Actions you select here will help you demonstrate how you contribute to a thriving economy. Select actions from this list that you have in progress, are ready to start or have already completed.

Your issues

1 Political, economic and social uncertainty are real risks for our business

The business landscape is never static but during periods of significant change planning effectively can be challenging. Adaptability and resilience are vital elements of survival but also enable pro-active businesses to spot opportunities that will also help them thrive. Select this issue to explore ways to ensure business resilience or share your existing approaches.

Your action plan



Enlist some support to help you navigate change In progress

Businesses tend to struggle with similar issues. Explore ways to learn from the lessons of others, network to build a support mechanism and consider how partnerships or collaborations could support business resilience. You (or your staff) might consider [mentoring](#) as a useful starting point.

Use your size to be responsive and dynamic Completed

The beauty of a small business is that it can be really responsive to changes in circumstances. Make sure you are using your size to full effect by accessing [business support](#) that is specifically tailored to your context, especially if you have ideas for growth or innovation.

Evidence

We work with our local Chamber of Commerce for business support, training and advice. We also work closely with our local enterprise agencies, Invest NI or universities on specific projects or development

Evidence last updated: 03 November 2023

2 We want to be part of a robust, resilient and ethical supply chain

Ensuring strong business relationships are formed with suppliers is key to maintaining and developing trust along your supply chains. An effective and responsible business will be keen to share its values with its suppliers for mutual benefit.

→

Guarantee suppliers a payment date (within 30 days) Completed

Businesses can ensure payments are met by a specified date, and offer compensation or another gesture if this deadline is not met. Guaranteeing suppliers a date of payment builds trust across your supply chain as suppliers feel they will suffer less financial risk when carrying out business with you.

Evidence

Our payment date for suppliers are as they request - either 30 days / 60 days or payment by Proforma.

Evidence last updated: 03 November 2023

Embed a commitment to social value within your supply chain In progress

Part of demonstrating social value for your customers is delivering it with your suppliers. Consider how you can support your suppliers to consider their social value as part of your own procurement processes. This could be as simple as encouraging them to develop a Social Value Action Plan (like this one) for their organisation too.

1 We are keen to communicate with our customers

An effective and responsible business understands that customers can be your biggest supporters and so it is important to communicate openly and honestly with them.

→

Ensure your staff can be responsive Completed

Your staff are often at the front-line when it comes to communicating with your customers. Make sure that communications messages are disseminated clearly and effectively so that messages are consistent no matter which messenger is used. Training for front-line staff is likely to be essential to ensure this happens consistently.

Evidence

We have office procedures in place to ensure that all relevant staff communicate in the same way. We are a small office so it is easy to communicate among ourselves and ensure we are doing this correctly. These procedures are updated when required.

Evidence last updated: 03 November 2023

Understand that communication is a two-way process In progress

Find ways to ensure your customers can communicate with you and respond to the stories you are sharing with them. Social media can be a great way to establish dialogue with your clients but an old-fashioned feedback form can be just as effective. Think about what will work for you and your customers.

Evidence

We have social media accounts but are working on improving our use of these and our followers.

Evidence last updated: 03 November 2023

2 We keep up to date with new technology or approaches to working so we can identify innovation or gains in efficiencies

New technologies or innovative approaches are often crucial to positioning and competitiveness. A responsible business understands the benefits that come from being efficient with resources.

→

Keep up-to-date with new developments within your sector In progress

Businesses should make an effort to seek out new innovations within their sector, especially in relation to resource efficiency. Are there new options that can future-proof your company from rising costs? Are your customers keen that you offer new and improved products and services. Keeping up-to-date can be crucial.

3 We are keen to deliver social innovation for our customers

Innovation is required to respond to an uncertain future. Whether this is the re-shaping of a post-pandemic world or responding to challenges presented by the Climate Emergency. Exploring innovation and sharing learning is an essential part of responsible business.

→ Develop socially innovative approaches to benefit people, communities, and the environment. **Not started**

[Social innovation](#) that benefits people, communities and the wider society are highly sought by customers and especially those in the public sector. Develop plans and embed practice that supports innovation in your business model.

Develop case studies on existing examples of social innovation **In progress**

Share [examples of social innovation](#) in practice to both raise the profile of your activity and provide inspiration to others. Leaders continue to push the boundaries of excellent practice and share their approaches for community benefit.

Evidence

One of our products - Safety Blanket has been recently redeveloped and is used by many special needs care homes for persons with many conditions including PICA, autism and others. It has helped supports these persons and reduce their risks. Through good feedback and word of mouth more users are finding out about this product and then ordering, this community is very close knit so spread the word among themselves when they find something which works for them.

Evidence last updated: 03 November 2023

4 We are always looking for ways to win new business

All businesses need a strategy for future growth; financial sustainability is as important as environmental or social sustainability. Responsible businesses are just as keen to win new business, to grow and expand!

→ Ensure your business is 'tender ready' **In progress**

Being pro-active about positioning your business to respond to tenders with fast turnaround times can be especially important to smaller organisations. The good news is there is [help you can access](#) to make this happen for your business.

Evidence

Our staff have taken courses on tender completion. However we are just in the process of updating many of our policies so they are in place when needed.

Evidence last updated: 03 November 2023

5 We are keen our business contributes to the UN Sustainable Development Goals (SDGs).

192 Member States of the United Nations (including the UK) agreed new Sustainable Development Goals (SDGs) in 2015. They will need the support of businesses to achieve them. Select this statement to explore how your business can get ready to meet this new global challenge.

→ Find out more about the SDGs. **Not started**

The [Sustainable Development Goals](#) were adopted to end poverty, protect the planet and ensure prosperity for all. They will impact on business practice over the next decade at least as governments are challenged to demonstrate progress against the targets within them.

Include the SDGs as part of your sustainability plans and reporting. **Not started**

The [SDGs](#) could be at the heart of your sustainability activity with targets and evidence of progress part of your journey. Have a look at the [South Yorkshire Police Sustainability Strategy](#) to see how they have included the SDGs in the strategy.

Know how your business activities can contribute to the SDGs **Not started**

Identify how your business activities contribute to the [global goals](#) or how they could contribute. A mapping exercise may be needed to identify both risks and opportunities from the SDGs for your business operations.

Social Impacts

Actions you select here will help you demonstrate how you support people and communities. Add evidence of how your activity contributes to a strong society. Select actions from this list that you have in progress, are ready to start or have already completed.

Your issues

Your action plan

1 We should know more about where the things we buy come from and how they are made

Every product we buy has a story attached to it; how it is made, what it is made from, who has made it and where it has travelled from. These stories include positive and negative impacts on the environment, people and communities. Select this issue to explore how to embed responsible procurement in your business or to share your own approach.



Make a public commitment relating to ethical or responsible procurement **Not started**

A simple sustainable procurement commitment (buying 'greener' or more ethical products or services) can be used to communicate what is important to your business. You may use certified products or services or choose to have your own certified. A public commitment demonstrates to your customers how you consider and address the impacts within your supply chain. Include them as part of your sustainability approach and report on progress accordingly.

Understand the impacts of the products your business buys **In progress**

There is a business risk attached to not having any understanding of your supply chain. There may also be opportunities to source more ethical or environmentally sound alternatives (those which produce less waste, have a lower carbon footprint, use less raw materials or are produced with less damage to the environment, and where good labour practices are followed). The starting point is understanding where the products your business depends upon come from and how they are made and transported. Don't be afraid to ask questions of your own suppliers.

2 Modern Slavery is an issue for every business and we need to explore it

The Modern Slavery Act requires organisations with a turnover of over £36 million to produce a public statement outlining how the risk of slavery and human trafficking is managed throughout the business and supply chain. However, issues relating to Modern Slavery can impact businesses of any size.



Develop a robust approach to removing Modern Slavery from your supply chains **In progress**

Businesses are encouraged to explore issues and challenges relating to Modern Slavery and embed meaningful responses within their existing process and practice. These should be communicated to customers to provide appropriate assurances. This could be a code of conduct or similar approach. You are encouraged to link to your own activity in this area in the evidence box provided. Here is an example of a [Code of Conduct](#) which covers Modern Slavery considerations

Engage with your suppliers about Modern Slavery **Completed**

Provide your own suppliers with modern slavery information or guidance and ask them about their own approach and any assurances they can provide. A good starting point for resources and best practice is the [Ethical Trading Initiative website](#)

Evidence

We sent out a mail shot to gather details from all our current suppliers about their Modern Slavery Status or statement. We investigated their websites to see if they had identified this on their site. We have received responses from our main suppliers and updated our files accordingly. We are happy that all our main suppliers are compliance if applicable with Modern Slavery laws but will continue to work with others to develop this further.

Evidence last updated: 29 April 2024

Provide Modern Slavery training for staff **Completed**

Training staff about issues relating to Modern Slavery including how to identify the signs of slavery and human trafficking will help reduce the risk of modern slavery occurring in your business. You may be the entire workforce in which case access some training yourself! A [free, online course](#) is offered by the Open University which might be helpful.

Publish a Modern Slavery statement **Completed**

A responsible business is transparent and understands that Modern Slavery is more than a compliance issue. Legislation has driven rapid progress in this area and best practice is developing quickly. Businesses obliged to produce a transparency statement are encouraged to provide evidence of their commitments including appropriate [governance and reporting mechanisms](#)

Plan a response to the discovery of Modern Slavery in your business operations

In progress

Modern slavery issues could be highlighted in your own operations or you could become aware of something concerning in your supply chain. You should have a response that is appropriate to the nature and size of your business and recognises the need to act swiftly (best practice is to inform stakeholders within 48 hours). Complex international businesses may need a dedicated incident plan but individuals should know how to access information, guidance or [report Modern Slavery concerns](#)

1 Improving staff wellbeing and mental health is important to us

Most businesses now consider health and wellbeing as part of their Health and Safety obligations. Creating a culture that supports strong mental health is especially relevant to workplace wellbeing and also has business benefits. Select this issue to explore actions to help you support staff health and wellbeing or to share your existing good practice in this area.

- **Develop a 'Mental Health at Work' plan for your organisation** In progress
Create a workplace culture that supports good mental health benefits for everyone. The human cost of poor mental health is considerable but there are also business costs associated with poor performance. The [Stevenson Review](#) provides a comprehensive starting point with many no-cost or low-cost options that can be introduced to help support a thriving workforce.

Evidence

In line with supporting our employees well being we recently change our working hours to a 4 day week to enable our employees to have a better home/work balance. This has been running for the last 3months to ensure that all employees are happy with this. Further we have encouraged our employees to approach management should they have any mental health issues and have in the past arranged for expert personnel to come to site to offer assistance with this aspect. This will be eventually developed into a action plan but as we have only 5 x employees we have done this through face to face engagement for now

Evidence last updated: 29 April 2024

Provide access to resources which support wellness and strong mental health In progress

Providing mental health resources in the workplace could save a life. The NHS signposts to a [range of support](#) and resources you could make accessible to staff or visitors.

2 We make work accessible to people from all backgrounds (including disadvantaged groups)

Discriminating against potential job candidates, or employees based on the protected characteristics detailed in the Equality Act 2010 including: age, sexual orientation, gender, disability, race and socio-economic background leads to an unequal workplace environment and is breaking the law. An equitable workplace will generally have a high level of morale, which leads to better customer satisfaction.

- **Organise informal workplace talks around equality, diversity and inclusion** Not started
Inviting an expert speaker into your workplace can be an easy way to keep yourself up-to-date on what is important with regards to diversity. These can be linked to your industry and also support staff cohesion more generally.

Employ more people from disadvantaged groups Not started

Your business might be able to make a real difference locally by participating in [work-experience schemes](#) with more challenging audiences. These might equip young people, ex-offenders or other disadvantaged groups with new skills at the same time as improving the local area. These include, [armed forces veterans](#), long term unemployed, homeless employees, mothers returning to work, survivors of modern slavery.

3 We have an opportunity to make a positive contribution in our local community

Organisations are likely to have a range of positive or negative impacts on their immediate locality; a responsible business will strive to understand what these impacts are. They will then seek to reduce any negative impacts and make the most of opportunities to enhance the positive impacts they could have.

- **Support the vulnerable in your community** In progress
The vulnerable in your community might be the elderly, at-risk youth, migrants or others living in isolation. Supporting or developing schemes to support these groups might be an activity you can link to staff volunteering or community outreach initiatives.

Support crime reduction activity in your local area In progress

There are likely to be a range of ways your organisation could help reduce crime in your local community. From provision of surveillance to effectively managing spaces so they discourage anti-social behaviour. More information and suggestions can be found in this [Bre Trust briefing paper](#)

Support homelessness and rough sleeping initiatives in your area In progress

The national [Rough Sleeping Strategy](#) outlines ambitions to eradicate homelessness by 2027 and there are likely to be local initiatives in your area. Consider how your organisation could contribute to these local efforts.

Evidence

As we are a manufacturer of blankets any blankets which we deem as seconds or have received as samples we donate these to the local homeless charities who can utilise these.

Evidence last updated: 03 November 2023

4 We are committed to supporting young people from cross communities and disadvantaged backgrounds



Support young people from cross communities and disadvantaged backgrounds.

Completed

Northern Ireland has many different nationalities and religions which over the years has lead to much conflict. We are committed to trying to improve and remove those barriers by supporting the youth across different communities

Evidence

We have sponsored the Tall Ships Youth Trust (TSYT) Charity who are committed to empowering young people, particularly from disadvantaged backgrounds and cross communities. They provide life changing sailing experiences for young people aged between 12-25 whereby they gain new skills, confidence, self esteem, life skills, team work and leadership. The TSYT recently visited Belfast for a 3 week training visit and we sponsored this event. The TSYT encourages the young sailors to understand the importance of the oceans, seas and coastal areas. They learn about climate change and its impact on the environment. Working on the sea they can reflect on their decisions and take action to protect and respect the marine environment and their communities. Every year 38,000 hours is donated annually by their volunteers. For more information visit www.tyst.org

Evidence last updated: 26 June 2024