

Our Environmental, Sustainability and Corporate Social Responsibility Policy

Introduction

Our Environmental, Sustainability and Corporate Social Responsibility Policy is based on the following key principles:

To ensure sustainability plays a key role in our business decision making

To engage our employees in promoting, executing and improving our policy

To engage, encourage and work with local charity and community groups

To promote to all customers and suppliers and to encourage them to adopt sound sustainable management practices.

Areas of action and practical steps

1. Travel

We will:

Actively encourage employees to consider car share when travelling to work, and to offsite meetings, where it is practical and cost-effective

Use the train for European travel where appropriate

Avoid travelling to client and supplier meetings when other alternative methods are available and practical; such as email, telephone and webcam. Where meetings are necessary, all attempts will be made to plan similar meetings in the same location to prevent multiple journeys

Make allowances for employees to work from home where and when appropriate.

2. Sales and purchasing

We will:

Where possible reduce the purchase of all office consumables, including paper, and identify other opportunities to reduce office waste

Recycle office paper, computers, ink cartridges and other office equipment where possible

Aim to reduce the office energy consumption by purchasing energy efficient equipment and energy saving labels, and by good housekeeping

Review the life-cycle of all products bought and sold and the environmental aspects and potential impacts associated with the manufacture, use and disposal of the product.

3. Design and build

We will recycle and reuse as many elements as possible, to reduce waste and extend product life through multiple ownership. This can be achieved through hire part hire, or part purchase.

We will ensure that raw materials such as wood and ply are either recycled or sourced from sustainable sources.

To date the following actions are in place:

Sawdust and shavings are recycled to the animal bedding and biomass industries

Waste side slabs of timber are chipped for the biomass industry

Small offcuts are sold for domestic firewood, as well as being shredded for biomass.

We generate approximately 24% of our annual electricity usage using photovoltaic panels.

4. Carbon footprint

We will endeavour to find the most cost-effective and sustainable solution for our clients, whilst maintaining our high levels of service and working practices. This can be achieved by using local labour and suppliers/manufacturers.

5. Landfill

We are actively committed to reduce our waste to landfill.

To date the following actions are in place:

Timber that is not clean and cannot be recycled is collected by a specialist waste management company

Paper and card products are recycled and collected by a specialist waste management company.

6. Supporting charities and the local community

We appreciate the importance of charity organisations within the local community. Where possible, we will support them by offering products and services at cost, on loan, or free of charge at our discretion. In return, we may ask the charity or organisation to add a link to our website from their site.

7. Suppliers and other stakeholders

As part of our ethical and sustainability strategy we will encourage, where possible, our suppliers and other stakeholders to ensure that they are making attempts to replicate our own working practices. This can include requests to change product materials from existing to those that are more environmentally friendly, recyclable or sustainable. Where suppliers are importing products we request proof of provenance to ensure that human rights have not been breached.

We work closely with our suppliers and encourage business partnerships rather than traditional customer supplier relationships.