



POLICY: SMS506 Corporate Social Responsibility & Social Accountability Policy

REVISION RECORD				
REV	DATE	DESCRIPTION OF REVISION	PREPARED BY	AUTHORISED BY
F	04-10-2024	Full review and template update	Andy Oakes	Shaun Tolfree

POLICY STATEMENT

Sanctus is fully committed to the principle of Corporate Social Responsibility (CSR) and Social Accountability intends that CSR and SA should become embedded into its' policies and practices for the benefit of staff and our community. We will be ethical and transparent in all our dealings and make a positive contribution to the community. We are committed to the following core values in all aspects of our work including fulfilment of our social responsibility:

- Clear direction and strong leadership
- Customer focus
- Respect for people
- Open communication
- Working to deliver best value
- Equality
- Development of positive working relationships with others
- Commitment to the highest ethical standards of public service
- Valuing and harnessing the diversity of Sanctus staff

Strategy

Sanctus will seek to achieve corporate and social objectives by focusing on the following strategic areas:

Equal opportunities - between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation; between men and women generally; between persons with a disability and persons without; and between persons with dependants and persons without. In addition, we will endeavour to promote good relations between persons of different religious belief, political opinion, and racial group.

Good relations - for a stable, tolerant, fair and pluralist society, where individuality is respected and diversity is celebrated, in an inclusive manner.



Workplace – addressing the needs and aspirations of staff through the continuing development of diversity, work-life balance and health and well-being initiatives. We will not force employees to undertake work that they do not wish to do e.g. those that choose to wear beards will not be asked to undertake asbestos work.

We will always demonstrate and maintain legal compliance with health and safety regulations to ensure the welfare of employees and subcontractors through ISO 45001 accreditation.

Community impact – encouraging and assisting staff to have greater involvement in team projects in the local community.

Environment – maintaining and developing environmental management practices that minimise waste and maximise efficiency in line with our ISO14001 accreditation.

Guiding principles

- Sanctus recognises that we need to meet the expectations of our employees, customers, suppliers, community and environment.
- We will make adjustments where necessary to accommodate worker's needs and be flexible to ensure those needs are met. e.g. pregnant and nursing mothers, those with temporary or permanent injuries and those who need emotional support e.g. after bereavement
- We accept our social, economic and environmental responsibilities
- We will not engage contractors who employ child workers or who discriminate
- When procuring Agency workers, we will ensure that the providing Agency echoes our ethos and will ensure all workers are compliant with the Working Time Regulations
- We will take seriously all feedback, complaints and compliments
- We will be open and honest in communicating our policies, strategies and targets. We will be honest about our performance.
- We will support the local community only in programmes which are inclusive in nature and reach across all social backgrounds. Support will not be given to individuals or groups with political or sectarian connections.

Examples of what we have already done to promote and meet the requirements of this policy

- Provided services as CDM Coordinator free of charge to the nearest village when the new village hall was built
- Sponsored a local football team
- Contributed financial support and free health and safety advice and training to the local Steiner school during the construction of the new hall
- Promotion of team bonding amongst the staff with expenses paid long weekends abroad and an annual fireworks party for staff and their families. Christmas parties for staff and their partners including overnight accommodation and other events including corporate hospitality at Cheltenham and Ascot races, Silverstone and Rugby Sevens at Twickenham.
- Support of the local community Business Awards
- The nature of our business means that at the end of our projects the environment is better than before we started work.
- Work experience placements from a variety of backgrounds including a mature student placement from Hartpury College, Year 10 work experience from Archway school & an independent graduate work experience opportunity
- 2 full time employees who started with us through Shaw Trust and the Kickstart Scheme placements.



- Throughout our works at Aylestone Meadows on behalf of Leicester Council we developed, and continue to build on, excellent working relationships with the Leicester Employment Hub, Leicestershire Cares and Leicestershire Community Support Policing team. Employing volunteers to support the programme, gaining valuable practical work experience and contributing to the improvement of the natural environment.

Reviewed & Signed, for and on behalf of
Sanctus Ltd:

A handwritten signature in blue ink, appearing to read "Shaun", written in a cursive style.

Shaun Tolfree – 04/10/2024