



CORPORATE SOCIAL RESPONSIBILITY PROCEDURE

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Owner:	Tony Lane	Control Status:	Uncontrolled When Printed	Status:	Issued

Purpose

The purpose of this procedure is to state how Christopher Hoare Tree Services (the Business) will achieve its social responsibilities to our employees, supply chain, clients and those affected by what we do, and about what we believe is the most socially responsible way to implement the aims and objectives of the business. The Corporate Social Responsibility [CSR] policy is applicable to all our business dealings where ever we are.

Our Policy

Our policy is to ensure that our business values contribute and sustain a positive experience for anyone we come into contact with. These include customers, employees, suppliers, the wider community and the planet.

- We recognise that our social, economic and environmental responsibilities to everyone are integral to our business. We aim to demonstrate these responsibilities through our actions and within our corporate policies.
- We take seriously all feedback that we receive and, where possible, maintain open dialogue to ensure that we fulfil the requirements outlined within this policy.
- We shall be open and honest in communicating our strategies, targets, performance and governance to our stakeholders in our continual commitment to sustainable development.
- We aim to contribute positively to society (People), the economy (Profit) and the natural environment (Planet).

Our Aim

The business aims to develop a progressive attitude toward meeting its legal obligations and recognises the importance of exercising corporate social responsibility. We are committed to promoting fairness in business dealings by:

- Preventing the exploitation of workers in our employment and by our supply chain
- Protecting of the environment & natural resources
- Supporting our local communities and charitable bodies
- Promoting equal opportunities
- Ensuring safe and efficient working practices
- Promoting CSR to our suppliers
- Reducing our carbon footprint

How we do it

We have identified that there are relevant CSR specific standards relating British and International business ethical standards, as listed below:

- Modern Slavery Act 2015
- European Convention on Human Rights
- The UK based 'CORE' (Corporate Justice Coalition) <https://corporatejusticecoalition.org/> – taking its lead primarily from the UKs' The Companies Act 2006, that emphasises Directors' responsibilities for CSR.

We further aim to meet our CSR aims through our corporate policies, internal audit and review processes as well as through our membership of trade, industry and international accreditations.

The business is determined to recognise and comply with the requirements of the CORE organisations that are based primarily on UK legislation. In making this commitment we recognise and will take improvement action where reasonably practicable through our supply chain decisions on the following issues: Child labour, forced labour and modern slavery, fair trade, health and safety, discrimination; freedom of association, fair pay, anti-corruption, environmental impact, carbon reduction, mental health, worker safety, worker health and working conditions.

We will also aim to use local suppliers and treat our suppliers fairly by making payments promptly and not demanding excessive discounts that may be detrimental to their own business.

The business also engages in social and charitable activities within the local and wider community either as a donation of time, materials or good will, or through activities engaged in by certain employees acting as individuals rather than as employees but supported by the business. Specific activities are identified as part of our management review process.

We expect our employees to:

- Act with honesty, integrity and to respect human rights as well as the interests of our own people, customers and other stakeholders.
- Respect the legitimate interests of other people and organisations.

Communication & Implementation

This policy and others associated with it will be made available to the public and posted on our website where appropriate.

The policy will be communicated to employees at their induction and periodically thereafter, and we encourage everyone to follow this policy in their work as well as life outside of their employment.

We will publish an annual account of our performance and in particular how we have supported charities and our local community.

The Managing Director is responsible for the implementation of this policy and will make the necessary resources available to realise our corporate responsibilities. The responsibility for our performance in achieving this policy rests with all our employees throughout the company.

Review

This policy will be reviewed annually or where there are significant changes to the business undertaking, or UK legislation.

The business performance with regards to its CSR commitments will be reviewed at the annual Management Review Meeting

This policy and procedure has been approved by:

Signed: 

Managing Director

Dated: 10/05/2024

Revision & Review Record

Rev	Detail	By Whom	Date
3	Complete review, assign URN and format	Tony Lane	21/04/21
4	Comprehensive update across all areas.	Tony Lane	24/01/22
	Reviewed	Tony Lane	17/02/23
5	Complete review and amendment.	Tony Lane	08/01/24