

Corporate Social Responsibility Policy

Introduction

John Weaver Contractors (JWC) is committed to applying the principles of Corporate Social Responsibility (CSR) in all our undertakings. CSR makes good business sense and naturally complements our core business strategy and corporate values. Our policy is based on the following principles:

- Applying the highest standards of Business Ethics across our business.
- Minimising the impact and maximising the benefits that our work has on the environment.
- Maximising Community Benefits across our business and in the projects we deliver.
- Investing in and supporting our employees through our employment benefits packages, training and development opportunities and human resources policies and procedures.
- Integrating CSR considerations into all our business decisions.
- Complying with, and exceeding where practicable, all applicable legislation, regulations and codes of practice.
- Regular CSR performance review to facilitate continual improvement.

Our CSR Policy and approach has followed guidance provided by the ISO26000 Social Responsibility Standard. Our approach supports UK and Welsh Government legislation and best practice including the 2015 Well-being of Future Generations (Wales) Act.

The CSR Policy is the responsibility of our Managing Director, supported by our Board of Directors, Human Resources, Community Benefits and Health, Safety and Environment Managers. All Directors and Managers are responsible for ensuring that the principles set out in this policy are communicated to, understood and observed by all employees.

To help define our policy we have divided it into the following key areas:

Business Ethics

The following ethics represent the minimum standards to which the Company will adhere in all its undertakings:

- We will conduct every aspect of our business in the spirit of honesty, integrity, openness and partnership.
- We will respect the human rights and interest of our employees, clients, neighbours, communities and third parties.
- We will respect the legitimate interests of all parties with whom we deal.

Human Rights

We will respect the human rights of our employees, supply chain and all third parties with whom we have dealings. We will ensure that as a minimum the following standards are met and adhered to:

- We will not employ any child, forced or bonded labour or have dealings with any company that does.
- We will not condone the use of physical or mental coercion or abuse and will take action against any employee deemed to be defying this policy.
- We will respect the rights of individuals to confidentiality of personal information kept by the Company
- We provide staff with a non-discriminatory grievance procedure which they may invoke if they have a grievance about any aspect of their employment.

Employment

JWC believes that success can only be achieved through attracting and developing the best employees. The Company aims to create a working environment which allows all employees to reach their full potential. JWC aims to:

- Provide employment and training opportunities to local people and provide long-term prospects for continued employment when contracts come to an end.
- Provide employees with challenging and rewarding work, while recognising that they need sufficient time to enjoy well-rounded, satisfying lives.
- Offer a comprehensive benefits package to all employees, to increase employee satisfaction and encourage long term retention.
- Develop all employees to their full potential by offering training and career development opportunities. These are available to all job types and skill levels, and encompass a wide range of disciplines, from site health and safety training to internal apprentice and management trainee development schemes.
- Support employees as far as possible with their personal learning goals by providing, where appropriate, time off for study, course fees, books etc.
- Provide training to all employees in accordance with the Company Equal Opportunities and Training and Development Policies
- Respect the right of employees to join a trade union.

Equal Opportunities

JWC is committed to providing a fair workplace where all employees feel respected and valued. In order to achieve this, JWC operates an Equal Opportunities Policy that applies to all aspects of employment, from recruitment to dismissal. JWC will ensure that:

- No one receives less favourable treatment on grounds of race, colour, ethnic or national origin, religion or belief, sex, sexual orientation, marital status or maternity-related reasons, disability, age, or trade union membership or activity.
- The organisation is free of conduct that violates the dignity of employees, or creates an intimidating, hostile, degrading, offensive, or humiliating environment.
- Opportunities for employment, training, or promotion are open to all employees equally, regardless of race, colour, ethnic or national origin, religion or belief, sex, sexual orientation, marital status or maternity-related reasons, disability, age or trade union membership or activity.
- Selection for employment, promotion, transfer and training, or access to benefits, facilities and services is based solely on merit.

Environment

JWC recognises its responsibility to manage the impact of its activities on the environment, and the Company is committed to best environmental practice. In order to minimise any negative effects its activities have on the environment. Our Environmental Management Policy and Procedures provide a framework in which we conduct our operations. JWC will:

- Adhere to its ISO 14001 accredited Environmental Management System
- Comply with all applicable legislation, standards and practices, and the specific requirements of our clients and regulatory bodies.
- Adopt best practice and, where possible, assist in developing innovative solutions to environmental problems and issues.
- Ensure that all our works have been reviewed for possible impact on the natural habitat, minimising energy use by using efficient equipment and well-insulated site accommodation.
- Ensure projects minimise waste and segregates waste suitable for recycling.
- Reduce the production of waste; develop effective waste management and recycling procedures.
- Establish environmental targets and objectives, and monitor performance against these targets.

Sustainability

We are committed to delivering sustainable construction within our business. Our Sustainability Policy is based around the fundamental tenets of JWC being a regional business with significant use and development of local resources and the inherent community involvement. We will:

- Aim to reduce waste in construction through off-site construction, improved buildability in design and greater planned use of locally available recycled materials.
- Use innovation and Value Engineering in order to produce sustainable solutions as part of the design development and planning process.
- Manage construction operations to minimise carbon emissions, including information exchange and storage, site accommodation, plant, materials, transport, personnel travel based on local sourcing and employment.
- Minimise transport through plans developed for personnel and plant.
- Promote water conservation measures in new projects.
- Maintain our strong commitment to environmental management and pollution control, including waste management and measurement.
- Promote good waste management practices including designing out waste, waste segregation on site and maximising re-use and recycling
- Propose opportunities to enhance habitats and landscapes within projects.

Community Benefits

JWC is committed to providing Community Benefits on all our projects, and recognises the important role the company plays when working in local communities. Delivering community benefits is embedded in our company culture and we always strive to deliver something positive to the community during construction and positively contribute to the social, economic and environmental well-being of local communities where we work. In order to deliver community benefits and maintain good relationships with local people and communities, JWC will:

- Recognise that construction work can cause disturbances to local businesses and residents, and work to reduce the impact that our activities have on the surrounding area.
- Ensure that contact points are established and made clearly identifiable to ensure clear communication between the Company and members of the public.
- Maintain a commitment to supporting local communities and charities, particularly those where we can add particular value to their activities, for example training and return to employment for those who have a history of long-term unemployment.
- Play an active part in local communities to maximise the learning and development opportunities afforded by our work.
- Establish relationships with local education establishments and voluntary services to maximise the learning and development opportunities afforded with our work.
- Manage our operations and safeguard our employees and others by maintaining the highest standards of health, safety and well-being.
- Offer employment and training opportunities for local people, including those from the long term unemployed and other disadvantaged groups.
- Promote supply chain opportunities for new and small enterprises, and work with SMEs to facilitate up-skilling and training.

Procurement

We are committed to using local and sustainable resources and where all other factors remain equal will use local suppliers or local branches of national companies. We are committed to procuring goods and services which have not jeopardized human rights, safety or the environment. We will:

- Look to enter into long term trading agreements with supply chain partners
- Develop and maintain a strong local supply chain for input into design / planning phases, and for local sourcing of services and materials.

- Focus on re-used, recycled or sustainable sources; research and propose sustainable alternatives where possible.
- Expect all suppliers to adhere to business principles and ethical standards similar to our own and in accordance with legislation
- Only work with suppliers who have acceptable health and safety, environmental, quality, social and legal standards
- Only purchase timber from legal and well managed forest which are certified under third party schemes (preferably the FSC) and have valid chain of custody certification.
- Require all waste disposal companies to carry a licence under the Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991.

Health and Safety

It is of the utmost importance that health and safety standards are maintained for all of JWC' activities and all its work locations. JWC recognises that construction work carries many risks and that health and safety must be central to the Company's vision. JWC will therefore:

- Maintain an Occupational Health and Safety Management System and appoint a Director to be responsible for this system.
- Carry out hazard identification, risk assessment and control with suitably experienced and competent personnel.
- Comply with all applicable legislation, standards and practices, and the specific requirements of our clients and regulatory bodies.
- Maintain a training programme to ensure all employees are able to carry out their duties safely and competently, and ensure all employees are aware of their responsibility for maintaining health and safety.
- Communicate to all employees the risks and controls associated with their work, and their responsibilities for effecting these controls.
- Address health and safety as an agenda item at all Board Meetings to ensure that all objectives and targets are being met.

General Data Protection Regulation

We will comply with Data Protection laws and regulations of any country in which we operate. CSR Information is held in accordance with the Company's Data Protection Policy and is subject to the rules and provisions of the Data Protection Act 1998 and General Data Protection Regulation 2018.



Terry Edwards
Managing Director
John Weaver Contractors Limited
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