

Sustainability Action Plan – Sections 1 and 2



Section	Goal	Actions	When?
Governance	Sustainability / ESG embedded at a strategic level	<ul style="list-style-type: none">• Map current sustainability activity by engaging stakeholders and identifying priorities• Set sustainability targets and monitor impact• Write and publicly share an annual impact report• Keep up to date with current legislation and requirements• Explore accreditations	
Environment	Understand our carbon footprint , reduce emissions , and improve biodiversity	<ul style="list-style-type: none">• Write an Environmental Policy• Establish an Environmental Management System (EMS)• Calculate carbon footprint• Set an reduction target, create a plan, and implement improvements	

Sustainability Action Plan – sections 3 to 5



Section	Goal	Actions	When?
<p>Human Rights and Working Conditions</p>	<p>Update our human rights & working conditions</p>	<ul style="list-style-type: none"> • Create HR policies, procedures and targets for ED&I and Health & Wellbeing • Commit to paying the Living Wage • Update the Employee Handbook and engage with staff • Explore options for Employee Assistance Programmes 	
<p>Ethics</p>	<p>Demonstrate strong business ethics</p>	<ul style="list-style-type: none"> • Create policies and procedures for GDPR, Cyber Security, Modern Slavery, & Anti-Bribery and Corruption • Create a Code of Conduct / Ethics • Create a Whistleblowing Policy • Train staff in essential business ethics and sustainability topics 	
<p>Sustainable Procurement</p>	<p>Implement more sustainable procurement processes</p>	<p>Undertake “Due Diligence” on our Significant Suppliers (80% of spend):</p> <ul style="list-style-type: none"> • Creating a Sustainable Procurement Policy • Issuing a Supplier Code of Conduct • Implement a Supply Chain Sustainability Assessment and Annual Review process • Look to diversify the supply chain where possible 	