

Corporate and Social Responsibility Policy

Collins is a strong advocate of Corporate Social Responsibility (CSR). We endeavour at all times to operate our business in a responsible and ethical manner whilst ensuring we maintain a sustainable business approach; recruit and retain superior talent; provide suitable working conditions for all our stakeholders; support diversity among, and provide career opportunities to our people; be good corporate citizens and contribute to the communities in which we do business, and do all we can to protect the environment – directly in our own operations and by helping our clients and their suppliers become better environmental stewards.

This is broken down into the following categories:

People

- **Staff Retention** –Xmas time off for long term employees and birthdays off; Close team bond with active social scene; stimulating positive and responsive communication;
- **Health and Wellbeing of Staff** – This covers both physical and mental health prevention, detection and treatment pathways, suggestions and recommendations for improving personal fitness and lifestyle as well as providing expert support for health conditions, including policies and procedures to support sickness, return to work and rehabilitation processes. This includes: Private Health Insurance; In house clinical nurse; Health and Wellbeing workshops; Fruit Drop; Subsidised Gym Membership.
- Continued accreditation to OHSAS 18001.
- **Staff development** - Supporting learning and development opportunities; encouraging our staff to realise their full potential through challenging appraisal system. Collins ensures all staff are inducted and trained on mandatory policies and procedures. There are also several in house and external courses available to employees and optional courses, conferences and talks to improve skill and knowledge. All training is recorded for the training matrix and recorded on individual records for appraisal purposes.
- **Fair & Ethical Management of all Delivery Partners & Staff** - See Collins policy
- **Anti-Bribery / Anti -Slavery** approach- See Collins policy
- **Inclusion, Equality and Diversity** approach - See Collins policy
- **GDPR adherence** - Collins ensure they meet the 2017 GDPR policy and all staff are aware of data protection rules.

Communities

- **Charity Work** - Collins as a company and individual sites support charities relating to the construction industry/ or local area. This includes participating in fund raising events, staging our own events with the local communities and subcontractors or simply supporting worthy causes – Mental Health Walk; Homeless sleep out; supporting Centrepont; House of St Barnabas
- **Interaction with Community** including CCS (5 nominations 2019). Collins encourages grass-roots community involvement from its employees and projects.
- All sites further ensure good communication with local business and communities to help where feasible and ensure they minimise disruption and support local commerce.

Performance

- **Sustainable Business Strategy** incorporating CEQ / Financial governance
- Collins has a strategy explaining company objectives, that is reviewed if business changes. As a group we meet quarterly with a focus on sharing and updating at all levels, as well as networking and social interaction.
- Collins is self-sufficient and financially secure, ensuring 100% fully funded with regular external independent financial audits and internally for all projects internally.

Environment

- Collins is committed to continued accreditation to ISO 14001.
- In line with ISO 14001, Collins takes a conscious effort to monitor and reduce waste, energy and water consumption, emissions and the use of non-sustainable materials where possible using the BRE Smartwaste system.
- We continue to hone and develop our sustainable construction practices, ensure legal compliance is upheld and provide the highest level of support to meet and where possible exceed our clients Sustainability targets.

We will endeavour to add value to our clients and build upon our history and reputation by continuing to contribute to society as a whole.

Overall responsibility of the Corporate & Social Responsibility Policy rests with the main board of Collins Construction.

A handwritten signature in black ink, appearing to read "Chris Bartram", with a long horizontal flourish extending to the right.

Chris Bartram
Managing Director
February 2019