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**Corporate Social Policy**



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## INTRODUCTION

Corporate Social Responsibility (CSR) is the concept whereby organisations integrate social and environmental concerns into their business operations and into their interaction with their stakeholders on a voluntary basis. SEAXE Contract Services Limited (SCS) are committed to adopting best practice in this area.

CSR developed in the private sector where companies recognised that, as well as making a return for their shareholders, they could at the same time contribute to social and environmental objectives.

SCS is fully committed to the principle of CSR and intends that CSR should become embedded, where appropriate, into its policies and practices, to the benefit of staff as well as the wider community. There is already much good work which could be classified as contributing to CSR taking place within SCS and the policy and future strategy will build on this.

SCS aims to be recognised as an organisation that is transparent and ethical in all its dealings as well as making a positive contribution to the community in which it operates. It is committed to the following core values in all aspects of its work, including the fulfilment of its social responsibility:

- Clear direction and strong leadership;
- Customer focus;
- Respect for people;
- Open communication;
- Working to deliver best value;
- Openness and transparency;
- Equality;
- Probity;
- Development of positive working relationships with others;
- Promoting education and training of the younger generation;
- Commitment to the highest ethical standards of public service; and
- Valuing and harnessing the diversity of SCS employees.

## CSR STRATEGIES

SCS will seek to achieve corporate and social objectives by focusing on five strategic areas:

- Equal Opportunities - maintaining and promoting our commitment to the fulfilment of the Equality Act 2010 on the promotion of equal opportunities and to the ethos of the SCS Equal Opportunities Policy.
- Good Relations – SCS has developed and adopted a Good Relations Strategy. This will be reviewed annually and will be implemented and endorsed through a corporate action plan.



- Workplace – addressing the needs and aspirations of staff through the continuing development of diversity, work-life balance and health and well-being policies and initiatives.
- Community Impact – encouraging and assisting staff to greater involvement in team/individual projects in support of the wider community.
- Environment – further developing environmental management practices that minimise waste and maximise efficiencies.

Other individual policies in relation to the above targeted strategies will be developed, where necessary, to detail the systems and procedures relevant to each area. These will specify who/which business area will be responsible for each policy.

## **EXISTING POLICIES**

Existing policies in some areas may already, at least in part, address the issues listed above, and initial work will focus on integrating these with CSR principles.

## **GUIDING PRINCIPLES**

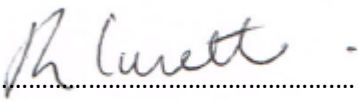
- SCS recognises that we must integrate our business values and operations to meet the expectations of our stakeholders. They include customers, employees, suppliers, the community and the environment.
- We recognise that our social, economic and environmental responsibilities to these stakeholders are integral to business.
- We aim to demonstrate these responsibilities through our actions and within our corporate policies.
- We take seriously all feedback, complaints and compliments that we receive from our stakeholders 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 policies, strategies, targets, performance and governance to our stakeholders in our continual commitment to sustainable development.
- SCS will, where reasonable, make the necessary resources available to realise our corporate responsibilities.
- The responsibility for delivery lies with all employees.
- In relation to community involvement, SCS will identify a charity each year and staff will work together to raise funds and aid the charity as and when possible in a practical way.
- Support will not be given to individuals or groups with political or sectarian connections.

## **PARTNERSHIP FOCUS**

- We shall strive to improve our environmental performance through implementation of sustainable development and environmental policies.



- We shall ensure a high level of business performance while minimising and effectively managing risk.
- We shall encourage dialogue with local communities for mutual benefit.
- We will record and resolve customer complaints.
- We shall encourage our employees to help local community organisations and activities.
- We shall operate an equal opportunities policy for all present and potential future employees.
- We will offer our employees clear and fair terms of employment and provide resources to enable their continued development.
- We shall maintain forums for employee consultation and business involvement.
- We shall provide safeguards to ensure that all employees are treated with respect and without sexual, physical or mental harassment.
- We shall provide, and strive to maintain, a clean, healthy and safe working environment.
- We shall uphold the values of honesty, partnership and fairness in our relationships with stakeholders.
- Contracts with suppliers will clearly set out the agreed terms, conditions and the basis of our relationship

Signed.....

**Mr Kevin Lovett**  
**Director**  
**SEAXE Contract Services Limited**

Dated: **June 2024**