

		<b>GROUP</b>	
<b>Policy Name</b>	SUSTAINABLE PROCUREMENT POLICY	<b>Date &amp; Issue</b>	07/09/2017 Issue 7
<b>Approved</b>	<i>Executive Committee</i>	<b>Doc. Ref. No.</b>	GRP-POL-28

## SUSTAINABLE PROCUREMENT POLICY

Countryside is a leading UK home builder specialising in place making and urban regeneration. Our business is centred around two complementary divisions, Partnerships and Housebuilding. Our Partnerships division specialises in urban regeneration of public sector land, delivering private and affordable homes by partnering with local authorities and housing associations. The Housebuilding division, operating under Countryside and Millgate brands, develops sites that provide private and affordable housing, on land owned or controlled by the Group. Countryside was founded in 1958. It operates in locations across outer London, the South East, the North West of England and the West Midlands.

It recognises that the products and services it procures, whilst fundamental to the operation of its business, have wide environmental and social impacts. The Group is committed to ensuring that any impacts are minimised through its procurement strategies, procedures and, wherever possible and within budgetary limitations, it will select environmentally and socially preferable products and suppliers, for the construction of its new dwellings and non-dwellings. Its policy objectives are to:

### Ensure compliance with legislation and the Group's procedures

- Ensure suppliers, manufacturers and contractors comply with all relevant legislation and compliance obligations.
- Products and materials should be procured in line with the Group Buying Term Agreements, wherever possible.
- Confirm that suppliers comply with its certified ISO9001 Quality Management System and supply products which are fit for purpose, meet the relevant industry standards, are delivered on time and are provided at a competitive price.
- Ensure suppliers also comply with its certified ISO14001 Environmental Management System and OHSAS 18001 Health and Safety Management systems.

### Reduce the impact of our product on the environment by sustainable procurement

- Preferentially select materials rated within the BRE Green Guide for specification.
- Ensure all timber originates from legal and sustainable sources. Products must have full Chain of Custody, showing accreditation by the Forest Stewardship Council (FSC), the Programme for the Endorsement of Forest Certification (PEFC).
- Ensure wherever possible that all other building materials are responsibly sourced/have a certified Environmental Management System or BES 6001 accreditation for the key process and/or supply chain.
- Adopt a preference for recycled or reused materials.
- Select appliances and fittings that have lower environmental impacts, e.g. energy efficient white goods and lighting, low water use fittings, low-emission boilers, low to zero carbon technologies and any other similar aspects required by the Code.
- Avoid the use of products with high Global Warming or Ozone Depleting Potential.
- Avoid the use of flora and fauna species listed on the Convention on International Trade in Endangered Species (CITES) list.
- Continue to investigate alternative materials that have a lower environmental impact when developing material specifications.

## **SUSTAINABLE PROCUREMENT POLICY**

### **Review suppliers and continue to work with them to improve performance**

- Prequalify new suppliers based on sustainable procurement selection criteria.
- Use local suppliers and contractors wherever possible to minimise the environmental impact associated with transportation and contribute to the local economy.
- Ensure all suppliers, manufacturers and contractors comply with Health and Safety and Environmental legislation.
- Preferentially select suppliers, manufacturers and contractors who have Health and Safety and Environmental / Sustainability policies and certified Health and Safety, Quality and Environmental Management Systems (e.g. OHSAS 18001, ISO9001, ISO14001, EMAS).
- Proactively develop relationships with its suppliers to ensure that any adverse impacts are minimised.
- Promote improvements in products, such as the reduction of packaging, through ongoing liaison with suppliers and manufacturers.
- Evaluate procurement of materials to ensure that over-ordering and wastage is reduced.

### **Promote ethical sourcing**

- Undertake ongoing investigation into suppliers and manufacturers and their supply chains to ensure that products and materials are ethically sourced.
- Do not knowingly purchase any products which have used child labour in any stage of the supply chain.
- Where products are being sourced from developing countries, the Group expects suppliers to demonstrate that they are meeting labour standards in line with UN standards, through the Universal Declaration of Human Rights.

We require that our suppliers and contractors meet the key requirements of the Base Code of the Ethical Trading Initiative. These are:

- Employment is freely chosen
- Freedom of association and the right to collective bargaining is respected
- Working conditions are safe and hygienic
- Child labour shall not be used
- Living wages are paid
- Working hours are not excessive
- No discrimination is practised
- Regular employment is provided
- No harsh or inhumane treatment is allowed.

Although the Group's most significant procurement impacts occur as a result of its developments, it acknowledges that its impacts could occur from other business activities. Accordingly, it will also employ the above environmentally and socially responsible procurement strategy whilst purchasing other goods such as company vehicles, furnishings, stationery and IT equipment.

### **Organisation**

A member of the Executive Committee is Chairman of the Health, Safety, Environment and Quality Committee. The remit and constitution of the Committee shall be determined by the Executive Committee.

This Corporate Sustainable Procurement Policy is regularly reviewed and supported by a number of issue specific policies and procedures. These can be viewed on the Corporate Website at <https://www.countryside-properties.com>.

# SUSTAINABLE PROCUREMENT POLICY