	SSS-IMS-POL-036 Sustainable Development Policy	Issue/Revision	1.0
		Date	Dec 2024

# SWALLOW SITE SERVICES LIMITED


## INTEGRATED MANAGEMENT SYSTEM

**SSS-IMS-POL-036**

# SUSTAINABLE DEVELOPMENT POLICY

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**Swallow Site Services Ltd, 3 Hertford House, Hugo Gryn Way, Farm Close, Shenley, Hertfordshire, WD7 9AB**

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# Introduction

We promote the values of Sustainable Development, internationally defined as “*development that meets the needs of the present, without compromising the ability of future generations to meet their own needs*” – which sees us balance different, often competing, needs against environmental, economic and social dimensions.

Our sustainability commitments are built around our ‘Four-P’ pillars of approach

- People
- Planet
- Partnership
- Prosperity

This policy has been broken down into the following sections:

1. Who we are. Our Business and the Supply Chain
2. People
3. Planet
4. Partnership
5. Prosperity
6. Target setting, strategies and reporting
7. Endorsement

Detailed social value plans will be addressed separately, and this policy is best read together with our Corporate Social Responsibility Policy (SSS-IMS-POL-035).


## 1. Who we are. Our Business and the Supply Chain.

Established in 2001, Swallow Site Services is a trusted provider of building and maintenance services, delivering tailored, professional solutions to businesses across England & Wales. Our expertise spans multiple sectors, offering comprehensive, fully integrated solutions to property maintenance and asset improvement challenges. With over 20 years of experience, we have evolved from our origins as a specialist contractor in railway property, to become a versatile and reliable partner for businesses of all kinds. We understand that property and the built environment are incredible assets – they are the foundation of modern life - where we live, work, learn, and play. However, we also recognise the financial, legal, social, and sustainability challenges they present.

We recognise that our activities have an impact on the environment, on people, the communities in which we operate, our customers and supply chain, and the wider society.

This policy aims to capture where we are presently and to help inform a strategy that will enable us to achieve our performance goals by focusing our attention on issues where we believe we can help - by ensuring that we not only cause ‘zero harm’, but also maximise positive impacts to create real added societal value.

We strive for continual improvement, integrating economic, environmental and social considerations into all our decision-making.

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We operate an Integrated Management System (IMS) certified as meeting ISO 9001, ISO 14001 and ISO 45001 by a UKAS accredited body. Our IMS provides the mechanisms to set, measure, and continually improve performance.

## 2. People

Swallow Site Services is committed to:


- ✓ Providing employment opportunities, promoting decent work and economic growth and increasing social mobility.
- ✓ Ensuring our teams are engaged, competent, and supported with their professional and personal development.
- ✓ Communicating with our employees and the supply chain, increasing their capabilities and creating a culture that enables change.
- ✓ Improving sustainability awareness and integrating a responsible business culture as part of our employee development training and programmes.
- ✓ Creating a healthy and safe working environment and improving the quality of working lives for all. Swallow aims to promote and support colleague health and wellbeing (physical and mental) and recognises this will ultimately lead to improved individual and organisational performance.
- ✓ Understanding our potential modern slavery risks related to its business and to putting in place steps that are aimed at ensuring that there is no slavery or human trafficking in its own business and its supply chains.
- ✓ Promoting a diverse and inclusive workforce which promotes equal opportunities and equal treatment for all colleagues regardless of sex, race, religion or belief, age, marriage or civil partnership, pregnancy/maternity, sexual orientation, gender reassignment or disability.

*In everything we do, we aim to reflect upon and support as many Sustainable Development Goals as may lie within our sphere of influence, or as may lay within the compass of our attainment – remembering always that organisations can make positive and sustainable impacts, regardless of individual size and scope.*

### People



**2030 Agenda for Sustainable Development – SDGs**

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### 3. Planet

Swallow Site Services is committed to:


- ✓ Maintaining its Integrated Management System (IMS) which includes certification to ISO 14001 by a UKAS accredited body, and to ensuring our colleagues understand their individual, as well as the business', environmental impacts, and are provided with the information and resources to manage and reduce them.
- ✓ Meeting our targets based on per employee and/or per £M turnover, which will account for business growth, and commit to Net Zero by 2050. We have set targets based on typical mid-term and longer terms goals to reach net zero (ISO's International Workshop Agreement on Net Zero Guidance - IWA 42:20221) and Net Zero by 2050:
  - A 50% reduction in emissions per £M turnover/employee by 2030.
  - A 90% reduction in emissions per £M turnover/employee by 2045.
  - Net Zero by 2050.
- ✓ Expanding the scope of our assessment to include purchased goods and services, capital goods, upstream transportation and distribution and waste generated in operation.
- ✓ Maintaining our certification as a Carbon Neutral Organisation.
- ✓ Demonstrating our commitment to carbon management and responsible transparency by externally publishing our carbon footprint results on Carbon Date Initiative (CaDi).
- ✓ Waste reduction and promoting the circular economy through sustainable consumption and production, and supporting the transition away from a linear economy by improving resource efficiency to reduce waste - increasing rates of reuse, repair, and recycling, and embedding waste life-cycle/circular economy thinking.
- ✓ Defining clear waste reduction and circular economy ambitions and developing a roadmap to outline how these ambitions will be achieved.
- ✓ The transition from a predominantly diesel fleet to zero emission vehicles to assist with net zero delivery and air quality improvements. The transition to zero emission vehicles will be at a pace that supports Swallow's own carbon reduction and net zero commitments as well as the UK Government plan to phase-out fossil fuel vehicles. We will keep abreast of nationwide infrastructure progress in this space, being heavily dependent on electric vehicle technology and the charging infrastructure developments.
- ✓ Considering use of pollutants and reducing their use across everything we do.
- ✓ Zero harm to plant and wildlife, looking after nature and enhancing biodiversity.

Some wider environmental topics, such as noise and dust, are not the focus of this policy but do form part our wider health, safety and environmental plans.

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#### Planet



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## 4. Partnership

Swallow Site Services is committed to:


- ✓ Acting responsibly when selecting supply chain partners and ensuring compliance with laws and regulations, as well as working to embed the principles Sustainable through partnerships that have the most positive environmental, social, and economic impacts possible across the entire life cycle.
- ✓ Extending the scope of our sustainability objectives to our supply chain.
- ✓ Collaborate to enhance the sustainability performance of our suppliers.
- ✓ Actively encouraging sustainability performance improvements and innovation in our supply chain in relation to the design, procurement, operation, maintenance and modification of the goods and services provided.
- ✓ Embedding sustainability into our contract and project delivery and shall engage with our supply chain partners to support us in delivering sustainable solutions for our customers which will help them achieve their sustainability visions and goals.
- ✓ Improving the lifecycle of customer assets via effective maintenance, but also advising on capital expenditure to replace the assets when they become inefficient, and replacement would offer the more sustainable solution.
- ✓ The use of technology and innovation to support customers on their own net zero and sustainability journeys is also integral to what Swallow delivers.

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### Partnership



**2030 Agenda for Sustainable Development – SDGs**

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## 5. Prosperity

Swallow Site Services is committed to:

- ✓ Delivering sustainable, profitable growth by ensuring sustainability is embedded into financial, business development and other business decisions, while satisfying our ethical, legal, contractual, stakeholder and other obligations
- ✓ Understanding these obligations and ensuring they are fulfilled as part of our operations.
- ✓ Strengthening and applying sensible risk management principles across all areas of business management and operation.
- ✓ Providing employment opportunities, promoting decent work and economic growth and increasing social mobility.

### Prosperity




*2030 Agenda for Sustainable Development – SDGs*

## 6. Target setting, strategies and reporting

Beginning in 2025, and annually thereafter, Swallow Site Services will publish a CSR Strategy Report including Sustainable Development topics,

The CSR Strategy Report will cover, but will not be limited to, the following Themes, Outcomes and Measures:

- ✓ Effectiveness of business ethics and governance practices
- ✓ Occupational health and safety performance
- ✓ Improving staff wellbeing
- ✓ More local people in employment
- ✓ More opportunities for disadvantaged people
- ✓ Increasing social mobility
- ✓ Improved skills and training for local people
- ✓ Improved employability of young people
- ✓ More opportunities for local SMEs
- ✓ Ethical procurement is promoted
- ✓ A workforce and culture that reflect diversity of the community
- ✓ Social value embedded in the supply chain
- ✓ Creating a greener and healthier community
- ✓ More working in and with the local community, including volunteering
- ✓ Climate impacts are reduced
- ✓ Air pollution is reduced
- ✓ Better places to live and work
- ✓ Sustainable procurement is promoted

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# 6. Endorsement

This statement was approved by:

- James Stroud, Commercial & Compliance Manager
- Mathew Lee, National Contracts Manager
- John Cronin, National Operations Manager
- Rachel Wilkinson, Offices Manager

Signed by

**Karl Lawrence**  
Managing Director



**December 2024**