

MORRIS



Corporate Social Responsibility Policy Statement 2020/2021

GOOD CORPORATE CITIZENS

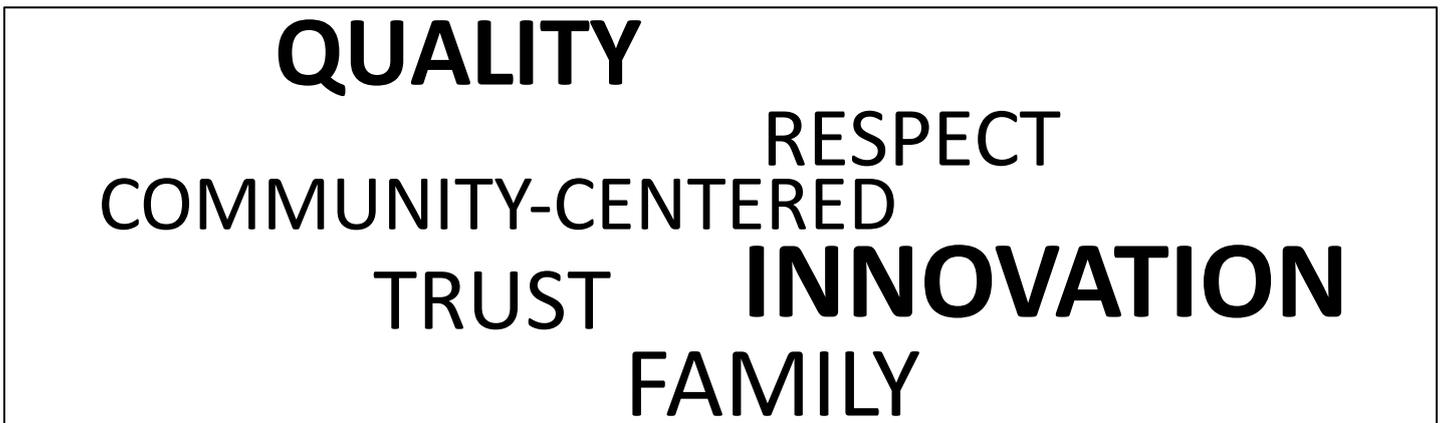
As a private, fifth generation family business, we believe our social responsibility policy and strategy plays a vital role in the success of our company. Proud of our 151-year heritage, commercial success and the welfare of the 700+ colleagues who make up the business today, our family values run deep throughout our trading operations spanning Property, Care and Site Machinery.

The Morris & Company Board of Directors supports the principles set out in this policy driving financial and reputational value through meeting social and environmental expectations. The policy provides guidelines and standards which set a common approach and practical guidance for each of our operations to bring to life, with particular relevance to its trading sector.

Collectively, by aligning our overarching business values and strategy with the needs of our employees, customers and the communities we serve, we strive to be the most socially responsible and ethically considerate organisation we can be.

OUR VALUES

As expressed through engagement with our staff:



We fully recognise our responsibility to continually improve the economic, social and environmental impact in the way we do business - an ambition reflected in our company-wide philosophy:

Morris & Company: Excellence as Standard

“Our philosophy brings to life our commonly held values and sums up our aim to deliver the highest possible quality of product or service through dedication to excellence in every aspect of everything we do.”

Robin Morris
Chairman of Morris & Company



Our principles and values are embedded within our efforts to deal responsibly and fairly in the workplace, within the local communities and the environment at large. We are committed to improving our operations and performance to minimise any negative impact and maximise the positive effects. We endeavour to conduct our business with honesty, integrity and openness, respecting human rights with the interests of our employees, customers and wider society at heart.

The policy's integrated approach exists in synergy with our existing environmental policies for Care, Site Machinery and Property in addition to other current employment related policies including those covering Agency Workers; Alcohol and Substance Misuse; Anti-Slavery & Human Trafficking; Anti-bribery and Corruption; Anti-Harassment; Attendance; Complaints/Grievances; Confidentiality; Driving; Electronic Communications; Employing Volunteers; Equal Opportunities and Diversity; Family-friendly policies; Flexible Working; Health & Safety; Holiday; Lone Working; Redundancy; Recruitment; Retirement; Smoke Free; Training; Whistle Blowing.

PEOPLE

Our aim is to create a workplace in which there is mutual trust and respect and where everyone has a sense of responsibility for the performance and reputation of our company. We believe good two-way communication with our colleagues is integral to our business success and to job satisfaction alike. A business where key suppliers and customers are appropriately and professionally managed and connected with us.

Our variety of employment policies are designed to safeguard and protect our staff and promote professionalism and provide assurance for suppliers and customers alike.

DELIVERABLES FOR 2020/21

- Display up to date comprehensive Covid -19 people and premises risk assessment on our Morris & Company corporate website, including regularly evolving the document to reflect our activities to support and safeguard staff to meet changing circumstances
- Finalise and update the implementation of 'Select HR' in 2020/21 as one element of the company's comprehensive response to GDPR enabling data cleansing & greater transparency
- Development of reporting tools on the new HR software enabling managers to monitor and address employment issues eg probation, reviews, attendance, appraisals, staff turnover etc to better support staff and customers
- Creation & communication of a companywide magazine plus divisional quarterly newsletters to share news & information, plus bespoke seasonal events staged across divisions
- Professional training ensuring compliance at all levels, plus additional tailored training initiatives. Introduction of Compliance module to iCare software to support staff in their roles
- Rollout of HR support clinics to the Group – regular, informal but scheduled opportunities for managers and staff alike to talk concerns and queries through with HR staff to facilitate early resolution and personal development
- Best practice supplier relationships evidenced through good briefing processes, timely ordering/invoice settlement

BENEFITS

Management with improved information and tools at their disposal, ensuring proficient staff and business management



PARTICIPATION

Our participation reflects our colleagues' social responsibility opinions and aspirations and the communities we serve in a number of different ways including expertise and employee time given free of charge and covered by the business; as well as through financial support and donations for charitable causes which we all believe meet and match our values.

The group wide established CSR action group comprising 6 members from all operations, levels, and sites across the company, continues to agree and guide in the areas of social events, community and charitable giving which support the evolution of our social responsibility programme. It continues in its mission to grow its positive impact and it meets up to three times a year to discuss and evaluate progress.

DELIVERABLES FOR 2020/21

Continuation of the CSR Action Group to deliver activities eg:

- Continue with the Morris Scholarship - granting of an undergraduate study funds, living bursary and mentoring support to a student at UCS for three years, commenced 2019. Undertaking several work experience placements for local students to support studies and career opportunities. These activities replace the Stepping Stone back to work placements as we continue to mentor 2 previous programme candidates who now have full time employment within the Group.
- Continue support for the Shropshire Youth Support Trust ASYSTOR programme which sees the company donating funds and staff giving time and advice free of charge to support less advantaged young people looking for mentoring to help set up their business
- Continue support with premises and advice for Shrewsbury Food Hub and marketing
- Communication of ideas and activities where staff can become involved in helping raise funds for charitable causes eg MacMillan Coffee mornings, Movember.
- Considering all requests for donations and apportioning the defined annual charities budget appropriately to relevant local charitable causes

BENEFITS

An holistic plan of activity empowering and motivating staff, enhancing company reputation as a socially aware and active organisation 'living its values'. Improved staff engagement and satisfaction.

Assistance in evidencing responsibility for tendering opportunities and in helping attract and recruit staff.

PLANET

We pledge to constantly improve the management of our environmental impact. We will work with our business partners to promote environmental care and increase our understanding of environmental issues pertinent to our businesses.

Each of our operations has developed effective environmental management systems which comply with all applicable environmental law and regulations and are relevant to their business fields.

DELIVERABLES FOR 2020/21

- Continued monitoring of company-wide energy use to encourage further reduction following recommendations of ESOS 2019 report.
- Environmental initiatives to reduce environmental costs of the business eg digitizing Care & HR records to enable paper to be recycled; introduction of iCare software to dramatically reduce Care paper use
- Install electric car chargers in Head office car park to help reduce company car emissions
- Regular reminder notices featured in the company magazine, Morris Life, to encourage energy efficient activity
- Proactive local sourcing of goods and services wherever feasible and commercially viable
- Compliance with the company's improved recycling programme and company-wide promotion of waste hierarchy including recycling all paper and cardboard waste from Head office.



BENEFITS

Improved brand image, reduces costs and waste, attracts employees who want to be associated with an environmentally responsible company and increases our ability to comply with current and future regulation



COMPLIANCE

Compliance with this policy is continuously monitored and is subject to review and scrutiny by the Morris & Company Board annually. We measure the impact of our policy on agreed criteria of customer satisfaction and loyalty; employees improved skills, satisfaction and reduction in staff turnover, as well as environmental and sustainability targets as stipulated each year within this policy. This policy seeks continuous improvement and compliance with legislation with proper regard to the protection of people, premises, property and the environment.

Note:

We will comply with our legal obligations under the GDPR regulations in the course of processing any data under this policy



What we do matters