



CORPORATE SOCIAL RESPONSIBILITY POLICY

POLICY STATEMENT

JTP recognise the importance of corporate social responsibility and believe we have a duty to consider the social, environmental and economic impacts of our activities on others.

Our ethos is to be:

- Responsive through **understanding** the uniqueness, context, location and aspirations of each of our placemaking projects.
- Collaborative in **engaging** with local communities, stakeholders, clients and teams.
- Imaginative in **creating** sustainable places that add value for our clients, the local community and the environment.

KEY OBJECTIVES

We have set out a number of core principles for the Practice. It is our continued aim to embed these principles in how we work and we look for all employees and partners to fully embrace these objectives.

- 1) Our goal is to create places that are socially, economically and environmentally sustainable. Places with a strong sense of identity where people feel they belong.
- 2) We approach our projects through a process of understanding, engaging and creating - which together we call Collaborative Placemaking. We put people at the heart of the creative process, unearthing the real needs of community, empowering stakeholders, creating goodwill, inspiring community spirit and building consensus. Together we build a vision that leads to places that are vibrant, valued and sustainable from the outset.
- 3) We will build on our well established reputation for collaborative planning and continue to develop innovative techniques for engaging the community and other stakeholders in the creative design process.
- 4) We aim to embed our charrette methodology in all projects and encourage all employees to work collaboratively in creating a shared vision.
- 5) We practise what we preach and will continue to take steps to create a sustainable and enjoyable working environment in line with our Environmental Sustainability policy.
- 6) We will continue to monitor our carbon footprint in our premises and seek to reduce our resource consumption, increase our recycling and reduce our waste sent to landfill.
- 7) We will seek to minimise the impact of our activities on the environment in line with our Environmental & Sustainability Policy statement. We have in place an Environmental Management System and hold ISO14001 accreditation.
- 8) We are committed to the continued investment in time and technology to improve quality, efficiency and accuracy of our work and in turn deliver exceptional solutions to our clients. We have in place a Quality policy as part of our Quality Management System and hold ISO9001 accreditation.

- 9) We will seek to provide and maintain a safe and healthy working environment in line with our Health & Safety Policy statement.
- 10) We offer a stimulating and enjoyable work environment that fosters open communication, knowledge sharing and creative team working. We will uphold fair employment practices that encourage diversity, learning and employee engagement in line with our HR & Recruitment policies.
- 11) We are committed to equality of opportunity for all persons and actively encourage diversity, fairness and the respect of others at all times in line with our Equal Opportunities Policy statement.
- 12) We work in a non-hierarchical manner and encourage employees at all levels to take on greater degrees of responsibility.
- 13) We will conduct our business in a fair, open and honest way that attains high ethical, professional and legal standards and that is in line with our Anti-Bribery and Corruption policy.
- 14) We are committed to education and provide work experience, paid internships and bursaries for students interested in architecture, masterplanning and the community planning process. We continue to offer experience to disadvantaged and underrepresented school age children who are interested in our profession.
- 15) We will support and donate time and a percentage of operating profit to charitable causes. We encourage and support employees undertaking sponsored events. JTP's chosen charities and main recipients are Small Steps; a school which supports parents to help their own children with cerebral palsy or other forms of motor and sensory impairment and Skaterham; a community skateboard park project in the Village of Caterham. We continue to work in partnership with The Stephen Lawrence Charitable Trust (SLCT) as an active member of its advisory board, offering work experience, access to software skills training and CV / portfolio workshops.
- 16) We will strive to add Social Value through projects and practices creating long-term investments in people and communities.
- 17) We are committed to the continuous development of our people and will support employees in identifying and meeting their development needs. We allocate an annual budget for the training and development of all employees and offer sponsorship and support to employees undertaking their examination in professional practice. We run a programme of structured training, professional support and knowledge sharing activities throughout the year.

REVIEW & RESPONSIBILITY

The management of JTP undertakes to continually review the Corporate Social Responsibility Policy and our performance towards meeting our objectives.



Marcus Adams
Managing Partner

24/01/2018
Date

REVIEW DATE
24/01/2018

NEXT REVIEW DATE
31/10/2019 or sooner if required