



Construction  
& Property  
Consultants

**SUMMERS-INMAN**  
**ENVIRONMENTAL POLICY**



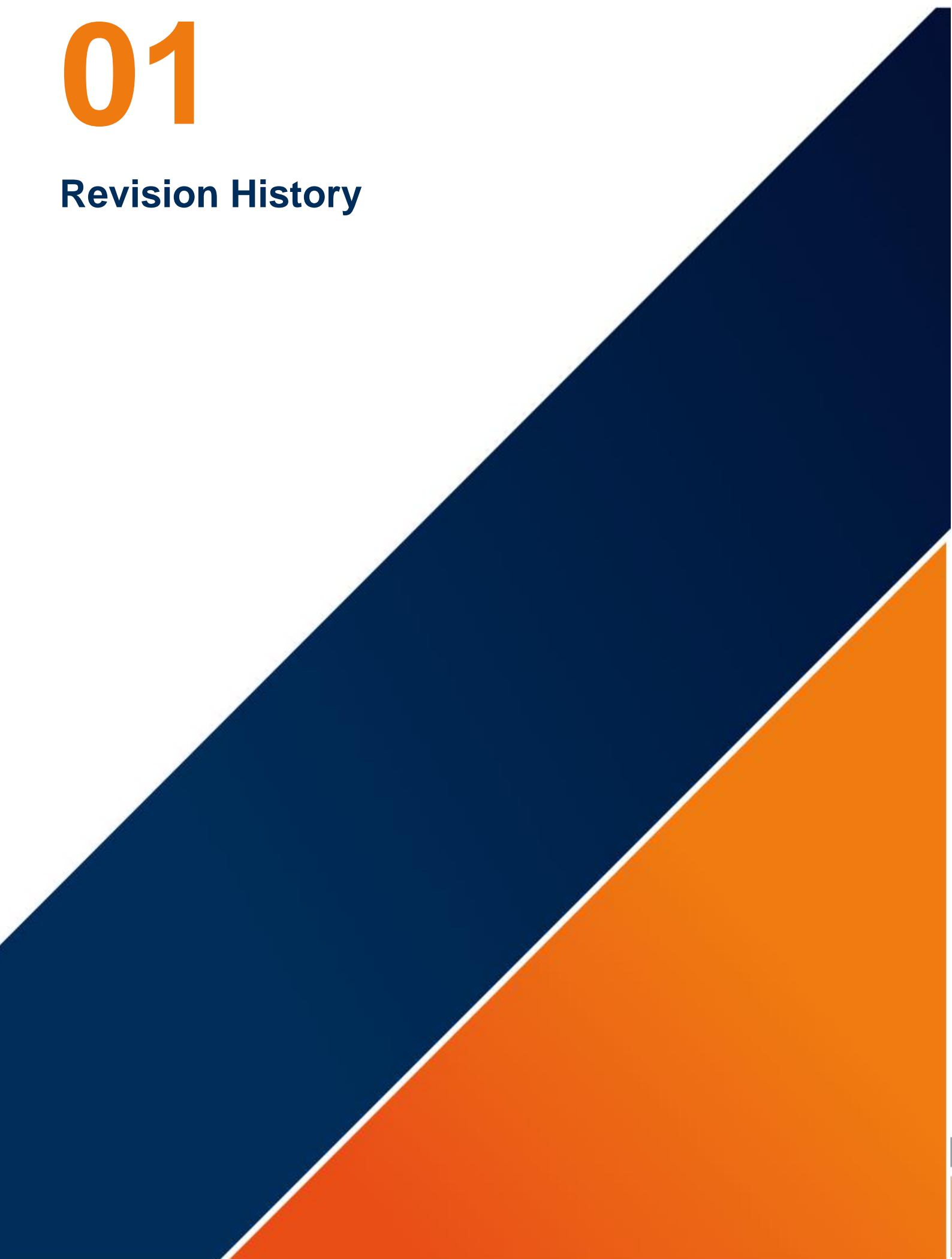
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# 01

## Revision History



## 1. Revision History

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Revision	Date	Originator	Description
A	4 <sup>th</sup> January 2017	David Cronje	Reviewed by Group Managing Director
B	4 <sup>th</sup> January 2018	David Cronje	Reviewed by Group Managing Director
C	22 <sup>ND</sup> January 2019	Malcolm Shiels	Reviewed by Group HSE Manager
D	16 <sup>th</sup> March 2021	David Cronje	Reviewed by Directors

### Review Date

Date	Originator	Description
4 <sup>th</sup> November 2015	David Cronje	Updated to capture new document format.
22 <sup>nd</sup> January 2020	David Cronje	Updated to capture new document format.
1st May 2020	David Cronje	Updated Group Managing Director

Next Review Date – March 2022

# 02

## Environmental Policy



## 2. Environmental Policy

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### POLICY STATEMENT

Summers-Inman Construction & Property Consultants LLP are a construction and property consultancy company, registered office at Bevan House, Sir Bobby Robson Way. We are a national company with offices across England and Scotland. Services provided by the company include Quantity Surveying, Project Management, Building Surveying, Development Monitoring, CDM Services (Principal Designer; Client CDM Advisor), Health and Safety Consultancy, Facilities Management and IT Consultancy.

This policy statement and the contents of our EMS will comply with the requirements of ISO 14001. The system will address all the following aspects to ensure we can achieve and demonstrate continual improvement with regard to our environmental impacts: -

- Regularly review relevant legislation and any other requirements that relate to our environmental aspects to ensure we comply.
- Conduct regular briefing sessions to inform employees of our environmental objectives.
- Promote environmental awareness and seek suggestions for improvement.
- Operate in a responsible manner to prevent pollution.
- Encourage our customers and suppliers to demonstrate environmental concerns.
- Consider the concerns and suggestions of all stakeholders, including neighbours and the general public.

We will conduct regular reviews of our environmental performance to become proactive in our approach to future sustainability and improvements. As a result of these reviews we will set objectives and targets to demonstrate our commitment towards environmental sustainability and improvements. All personnel employed by the company will be adequately advised and suitably trained in the skills necessary to satisfy this policy.

This policy and the resultant Environmental Management System have been agreed and approved by the Managing Director of Summers-Inman Construction & Property Consultants LLP and will be followed by all personnel. The managing director at the office to which this policy refers (Ian Griffiths) is ultimately responsible for the EMS System.

Signature

Date

March 2021



## ORGANISATION CHART

### Specific Responsibilities

#### General Employee Responsibilities

All employees are responsible for the following:

- Assisting in the company's aim to improve its impact on the environment.
- Follow any actions assigned to them.
- Behaving in an environmentally responsible manner.
- Following specific environmental procedures as requested.

All employees have the authority to raise concerns with the Environmental Management Representative.

#### Environmental Management Representative

The Environmental Management Representative has specific responsibility and authority for the co-ordination of the Environmental Management System. This will include:

- Ensuring the system established to manage the environmental policy is implemented and effective.
- Approval of system documentation, procedures, work instructions and any subsequent amendments.
- Reporting performance of the system to the senior management team.
- Report to senior management any recommendations for improvement.
- Chairing management reviews.

#### Managers

The following responsibilities will apply:

- Follow specific environmental procedures and ensure that all personnel conform to the procedures.
- When employing contractors ensure that they conform to Summers Inman environmental policy.
- Supervise and monitor the personnel and contractors under their control to ensure that a competent and efficient job is being carried out.
- Attend management reviews as required and bring to relevant information to the meetings.

## ENVIRONMENTAL MANAGEMENT REVIEW MEETING

Regular Management reviews are to take place as follows:

*Partner level:*

EMS Lead (Group HSE Manager) to present green paper to the Partners on EMS ISO14001 current position and any proposals for change and improvement. Partners meet four times a year, so the green paper to be presented at one of these partner meetings for discussion.

*Director Office Level (Management Team):*

Each of the six regional offices to review on an annual basis their environmental performance after receiving a written report from the EMS Lead (Group HSE Manager). Written feedback to be given to the EMS Lead (Group HSE Manager) from the Directors of each office.

*EMS Lead and Office EMS Coordinator Level:*

Regular all year round formal and informal communications to take place with email correspondence retained where necessary for record purposes.

*Agenda for Partner Level Management Review:*

- Review of EMS Lead green paper
- Ideas / recommendations
- Any other Business

*Agenda items for Director Office Level Management Review:*

- Previous matters arising
- Legislation and environmental aspects
- Adequacy of Resources
- Risks and Opportunities
- Internal housekeeping
- Review of internal audits
- Non-conformances and corrective actions
- Carbon Footprint data
- Continual Improvement

As a result of this review we can determine the effectiveness and suitability of the environmental management system. Changes required will be documented within the meeting and implemented as appropriate.



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