

**Your Option Services Limited**

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## **Your Option's Social Value Policy**

Your Option believes in the value of sustainable actions. We are committed to the Paris Agreement to substantially reduce global greenhouse gas emissions to limit the global temperature increase through our validated science-based target and pledge to be Net Zero Carbon by 2030. We commit to a circular economy, protecting biodiversity and empowering our people to limit our environmental impact on the planet. We pledge to increase social value through everyday operations, leaving a legacy for the communities in which we work to support a brighter future for all. This policy sets out how we manage our approach to be a sustainable, circular, energy efficient, environmentally, and socially responsible business. It applies to all employees, in all our operating locations.

### **Policy objectives**

The objectives of this policy are to:

- Deliver sustainable profitable growth while satisfying our moral, legal, and contractual obligations.
- Have satisfied clients and make a positive contribution to the communities in which we work.
- Enable our people to be engaged, safe and respected.
- Ensure the availability of information and necessary resources to achieve objectives and targets.
- Commit to reduce our use of fossil fuels, chemicals, energy, water, waste, and natural resources.
- Strive to mitigate or eliminate our impacts on the environment (pollution or impact to land, air, water, natural resources, and biodiversity)
- Reduce our energy consumption, carbon emissions and costs and enhance our environmental performance.
- Have an aligned supply chain
- Ensure our sustainable approach is applied to all new services and markets.

- Ensure that our solutions align with the principles and practices of the circular economy.

### **Requirements**

Moral, legal, and contractual obligations: We must understand and fulfil our moral, legal, and contractual obligations and ensure these are taken into account in our operations. Contractual obligations must be documented, and processes must be in place to evaluate fulfilment of these.

Clients: All our businesses must have the right systems and processes in place to nurture relationships with clients and provide the reassurance that we will deliver sustainable development opportunities throughout our service delivery. Customer satisfaction is the key measure of our success in this area and all operations and customer relationship management should be undertaken with client satisfaction in mind.

People: We must ensure we have the right talent pipeline to fulfil all the future needs of our businesses. A comprehensive people strategy makes sure that we provide the performance management, engagement, and leadership training to help our people achieve their full potential. This will include group-wide communications campaigns, e-learning programmes, and regular employee engagement to measure success. We must make sure that the well-being of our people, and by extension our clients and the general public, is safeguarded while at work.

Our Health and Safety systems and supporting programmes identify risk and have mitigation measures in place to drive safe working behaviours. Our policy requirements detailed within our People policy and Equality, diversity and inclusion policy and Health and Safety policy supports these requirements.

### **Social Value & Responsible Business:**

Contributions should be made to the communities in which we work. Through the Your Option Social Value Committee we encourage all our stakeholders to support social mobility programmes under Education, Employability and Enterprise focus areas to increase vocational education and employability prospects.

Your Option's focus for Social Value aligns with the 5 pillars of Employment, Responsibility, Community, Environment, and Innovation. We continue to make great progression in each of these focus areas, and [www.your-option.co.uk](http://www.your-option.co.uk) covers these high-level achievements.

Environmental and Energy management: We will ensure our people understand our environmental impacts and are provided with the information and resources to reduce

them. Sustainability awareness must also include looking at opportunities to enhance our environmental and energy performance. Through our Plan Zero Initiative, we will implement and document environmental, energy and carbon management systems to reduce and mitigate our impacts wherever possible in the journey to a net zero carbon future. Fuel consumption will be kept to a minimum through improved vehicle selection procedures, telematics that optimise route planning, and driver awareness campaigns. We are committed to removing fossil fuels from our fleet and built environment. We will support energy and environmental performance improvements in the design, procurement, operation, maintenance and modification of our facilities, equipment, and vehicles.

**Resource not Waste (Protecting Resources):** We will adopt circular thinking and prioritise re-use of material over recycling through, education and integrating innovations into tailored solutions which support us as we transition to a more circular approach in alignment with upcoming legislation.

Supply chain: We will strive to provide sustainable value on every contract and encourage our supply chain partners to support us in achieving our clients' sustainable objectives and drivers to maximise value for all our stakeholders. We will act in a responsible manner when it comes to selecting supply chain partners and use our influence to enhance the environmental performance throughout the value chain. Small and medium sized businesses, minority owned organisations, voluntary, community and social enterprises will be used where viable as part of our supplier engagement strategy.

New markets: We must understand and adopt our commitment to sustainability, environmental impacts and energy reduction when looking at growth opportunities in new markets, through organic growth or acquisitions. We include a robust sustainability due diligence as part of the process when looking at new potential markets.

Report our performance: We will report publicly on our environmental emissions and impacts within our Annual Report, our web site and CDP. We report in accordance with Government guidance for company reporting of Greenhouse Gas (GHG) emissions and apply the DEFRA conversion factors for GHGs. We are measured by a number of external Sustainability Indexes and will achieve and maintain the highest standards as applicable to our business.

**Driving and promoting continual improvement:** Meaningful and sustainable objectives and targets shall be used to drive continual improvement in our environmental and

social value delivery. Regular reviews on the ways in which we work will be carried out to identify risks and the opportunities for improvement that underpin and sustain the success of our organisation. Management at all levels shall review their risks, objectives, and processes, at defined intervals, to ensure their continuing suitability, adequacy, and effectiveness.

### **Responsibilities**

The CEO is responsible for:

- Setting the Group ESG strategy and ensuring Executive Board competencies; and
- Reviewing, endorsing, and achieving this policy's aims.

The Group Director for Sustainability and Social Value is responsible for:

- Administering this policy on behalf of the CEO.
- Developing and rolling out the supporting strategies to drive continual performance improvement.; and
- Communicating sustainable, energy, environmental and social value information to relevant interested stakeholders.

The ESG Committee is responsible for:

- Identifying the ESG priorities that most significantly impact the Company, its stakeholders, and its reputation.
- Approving the ESG strategy of Your Option on an annual basis, which strategy shall then be submitted to the Your Option Board for final approval and adoption.
- Promoting, overseeing, and monitoring the implementation of the ESG strategy on behalf of Your Option.
- Ensuring Your Option conducts its business in a responsible way, and which is consistent with the ESG strategy.
- Reviewing the Company's performance against its ESG strategy and targets, initiatives, and commitments
- Reviewing and recommending for approval the relevant sections of the Annual Report, Your Option's ESG Report any other sustainability-related public documents, including the Modern Slavery Act Statement; and
- Considering Your Option's position on relevant emerging sustainability issues, and when appropriate, recommend Group targets and/or subscription to sustainability related commitments.

The Plan Zero Steering and Working Groups are responsible for:

- Implementing social value, sustainability, environmental and climate-related initiatives that achieve the Company's objectives in line with the ESG strategy.
- Reviewing risks and opportunities and providing the framework for setting and reviewing objectives and targets.
- Identifying and delivering actions to achieve Your Option's Plan Zero Initiative objectives for carbon reduction; and

- Maintaining regular reviews of our performance and update the policy as required.

Divisional/Business Managing Directors are responsible for:

- Ensuring that this policy and supporting procedures are distributed, implemented, and complied with.
- Leading by example in protecting the Your Option brand and communicating effectively; and
- Driving continual improvement performance across the organisation.

Managers are responsible for:

- Implementing and enforcing the processes and procedures.
- Ensuring that their people are aware of their responsibilities and receive appropriate training; and
- Addressing any inappropriate behaviour.

Employees are responsible for:

- Carrying out their work in line with this policy and associated procedures.
- Challenging any behaviour that falls short of the expectations of this policy; and
- Identifying any breaches of this policy and reporting them to their line manager.

**What will successful implementation of this policy achieve?**

- Qualitative and quantitative data trends that are continually improving and publicly reported.
- Recognition by external bodies in the form of nominations, awards, and accreditations; and
- Improved benchmarking results when examining our performance against our peers or when audited by independent assurers and external groups.

Lisa Dumonbreville

*Lisa Dumonbreville*

Chief Executive Officer  
18th March 2025

**Your Option Services ensures that this Policy is:**

**Communicated:** By explaining it during the employees' initial induction programme and following any subsequent changes. Copies are displayed in HQ facilities and available on request.

**Implemented:** By regularly auditing the Environmental Management System.

**Maintained:** Upon annual review and by conducting management reviews to verify the continued effectiveness of the Policy.