

Sustainability Responsibility Policy and Dossier

This dossier is made up of a tiered set of action plans, which support Henry Boot Construction's Management Policy and Integrated Management System. It describes Henry Boot Construction's sustainable construction / business objectives and approach to achieving them.

We have developed an overall sustainable construction / business action plan, and subsidiary action plans for each of the sustainable business 'triple bottom-line' disciplines of: Environment; Society; & Economy.

Each of the four action plans consists of an objective, which has a set of goals designed to achieve the objective related to it.

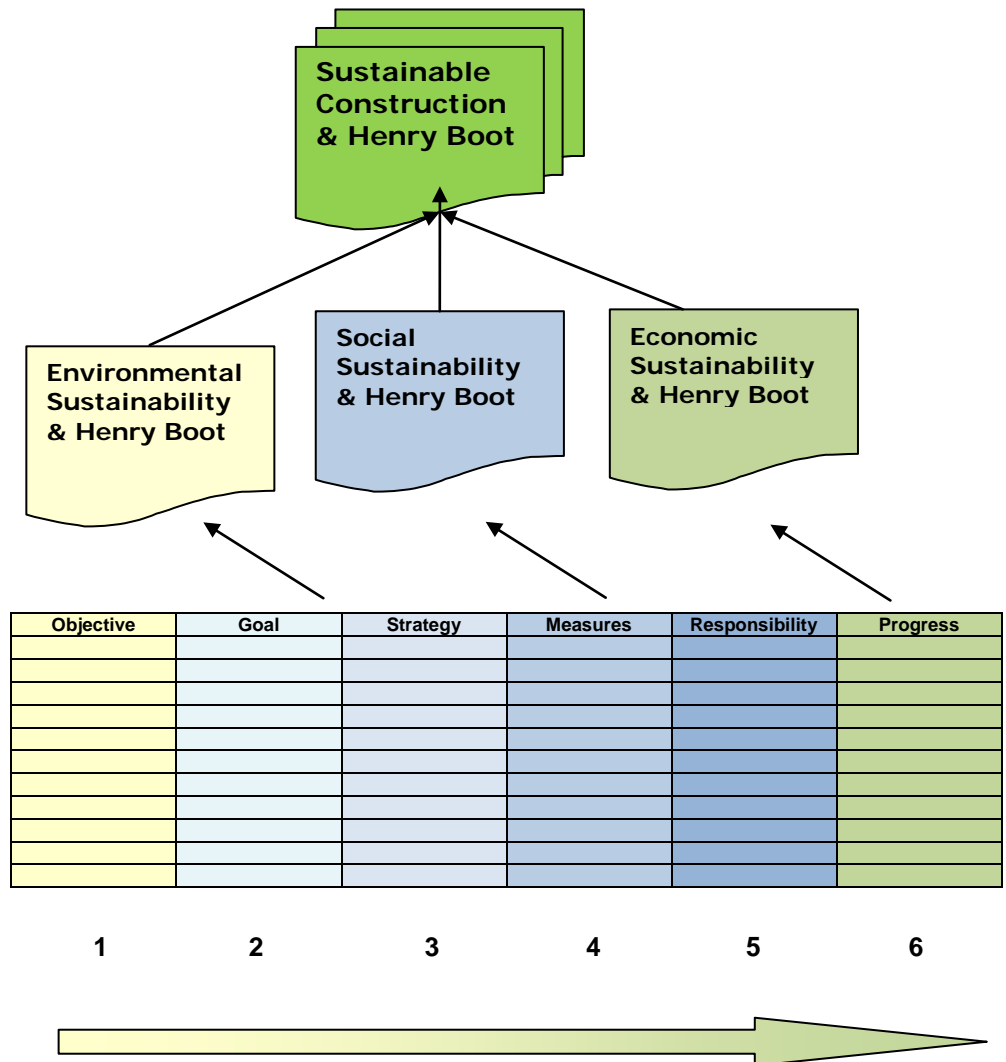
The goals of the overall sustainable construction / business action plan form the objectives of the subsidiary statements.

For each statement, one or more strategies have been assigned to each goal. These are the practical methods, which will move us closer to our goals.

A measure applies to every strategy. This is the item that will tell us how successful we are in what we set out to accomplish.

Company Director's are overseeing the action plans and their implementation. Individual strategies and measures are the responsibility of named individuals in the Henry Boot team.

This plan will be reviewed on an annual basis, as a minimum, where progress towards the targets / strategies shall be recorded.



Sustainable Development Action Plan

1 Objective	2 Goals	3 Strategies	4 Measures	5 Responsibility	6 Progress
To improve Henry Boot Construction Ltd's performance in terms of sustainable construction / business, minimising negative impacts and providing positive benefits to the environments, communities and economies which the company works in and with.	<ul style="list-style-type: none"> To reduce negative environmental impacts To enhance the environments which Henry Boot works in To benefit the communities which Henry Boot works in and with To generate value for all Henry Boot stakeholders, including shareholders, clients, staff and suppliers 	Developing a set of action plans designed to focus on the above goals	Have we developed a full set of action plans? Yes/No	Richard Grafton	Yes action plans developed, May 2004
		Implementing strategies to help achieve those goals	Have we implemented the strategies outlined in the action plans?	Richard Grafton	Progress has been made on the implementation of the strategies as shown in the Progress Report
		Measuring our performance against appropriate external indicators (where available)	Have we measured our success rate against external indicators?	Richard Grafton	Performance is measured against Constructing Excellence headline KPI's on a monthly basis
		Reporting to senior management on the success of our strategies	Have we reported our success rate? Yes/No	Richard Grafton	Yes, reported as part of the annual Management Review
		Reviewing our policy & action plans and their success rates annually	Have we reviewed each action plan at the appropriate time? % reviewed	Richard Grafton / Directors	100% reviewed

Environmental Sustainability Action Plan

1 Objective	2 Goals	3 Strategies	4 Measures	5 Responsibility	6 Progress
To reduce negative environmental impacts locally & globally and enhance the environments in which Henry Boot works.	Reduce on-site waste costs and the percentage of waste going to landfill	Segregation & materials reuse according to the site environmental plan/site waste management plan	Percentage of waste recycled / diverted from landfill	Project Managers	Information is contained within the site waste management plan/post contract review
	To put Henry Boot in the upper quartile of the Construction Excellence Environmental Impact KPI	Monitor environmental performance on each site	Have all clients been issued Client Liaison Reports? Yes/No Our KPI score? %	Richard Grafton	Yes, reports issued on contract completion. Our KPI score has been consistently in the upper quartile (See monthly management reports)
	Establish an internal environmental Taskforce	Hold initial meeting	Meeting held? Yes/No	Richard Grafton	Yes, initial taskforce established in 2004. However this has since been disbanded
	Reduce energy use and CO ₂ emissions on-site	Develop CO ₂ measurement process for site accommodation and works	Has a CO ₂ measurement process been developed? Yes/No	Tom Boot	CO ₂ measurement process has been developed pending technical information/details
		Use measurement process on 2 trial sites	Measurement process trialed? Yes/No	Richard Grafton	Yes, trialed on sites where generators are used
	To use timber from sustainable sources	To procure timber from suppliers who only use sustainable sources	Have preferred timber suppliers been identified? Yes/No	Mick Tomlinson	WI/04 stipulates the purchasing policy and environmental best practice is communicated by the environmental information sheet and site environmental plan
	Recycle 10% of office waste	Implement central office recycling scheme for paper	Paper recycling scheme implemented? Yes/No Amount recycled? %	Mick Winfield	Yes, implemented 2004, 100% of which is recycled by Veolia
		Extend printer cartridge collection scheme to all central offices and sites	Are cartridges collected for recycling? Yes/No	Mick Winfield	Yes, cartridges are collected at DHO and then passed to charity
	Enhance the quality of land on which Henry Boot projects are constructed	Promoting in-situ remediation techniques for contaminated sites to clients	Have in-situ techniques been suggested to clients? Yes/No	Richard Grafton	N/A no opportunities have arisen
			Have in-situ techniques been adopted? Yes/No	Richard Grafton	N/A no opportunities have arisen

Social Sustainability Action Plan

1 Objective	2 Goals	3 Strategies	4 Measures	5 Responsibility	6 Progress
To benefit the stakeholders and communities which Henry Boot works with	To have staff that are 100% happy and safe	Conduct employee satisfaction surveys	Survey carried out? Yes/No	Rachel Hutchinson	Yes, completed.
		Achieve & maintain Investors in People accreditation	IIP accreditation achieved? Yes/No	Rachel Hutchinson / Richard Grafton	Yes, Henry Boot Plc have achieved/maintained IIP
		Get into the Constructing Excellence top 50% for H&S	KPI score in top 50%? Yes/No	Richard Grafton	Yes, included as part of the monthly management report
	Retain an appropriately skilled workforce	Gain 100% CSCS card holdership for our workforce and gain a Gold CSCS Certificate.	Card holdership% Gold CSCS Certificate held?	Adeana Raper	Card Holder ship: Amongst workforce=80% Amongst staff=95% Platinum CSCS Certificate held (CSCS 00969, Issued 28/01/11)
	Move Henry Boot into the upper quartile for client satisfaction with the quality of the service (CE KPI)	Develop a Vision and Values strategy	Vision and Values strategy developed? Yes/No	Simon Carr	Yes
		High level of Client Satisfaction via improved Client Liaison processes	Constructing Excellence KPI score in the upper quartile	Richard Grafton	Reported as part of the monthly management report
	Procure 50% of materials and resources through long term and partnering agreements	Enter into negotiations with our top 20 suppliers	No. of suppliers with whom we have negotiations completed or ongoing	Mick Tomlinson	We have agreed long term prices and partnering agreements with our top 20 suppliers
	To provide benefits to, and have minimal negative impact on, Henry Boot's local communities	Implement the Considerate Contractors Scheme on 100% of sites greater than £1m in value (unless client prohibited)	% of possible sites on which Considerate Contractors has been implemented	Richard Grafton	90% of sites are run under the Considerate Contractors scheme
		Promote corporate charitable donations	£ donated to charity?	Sarah Wooller	Donations for charitable purposes in excess of £40k
		Promote / Increase staff payroll giving to charities. HB plc to match each contribution.	% of staff donating to charity through payroll scheme	Sarah Wooller	The percentage of staff operatives donating to charity through the payroll scheme is 5.038%
	Report to shareholders on our environmental and social performance	Environmental and Social performance to be incorporated into the CSR section of the Annual Report	Report developed and incorporated into Henry Boot PLC annual report? Yes/No	Gordon Hawksley	Yes, a dedicated CSR section is included in the Annual Reports

Economic Sustainability Action Plan

1 Objective	2 Goals	3 Strategies	4 Measures	5 Responsibility	6 Progress
To generate optimal value for all Henry Boot stakeholders, including: shareholders; suppliers; clients; staff & communities	To increase profit margins	Implement the Henry Boot Construction Ltd 5 year business plan	Profit increase? %	Simon Carr Dave Pearson Simon Nicholson John Morewood	Profit before tax is reported in the annual report
	To pay our staff attractively competitive salaries	Benchmark pay levels against our competitors	Has benchmark of pay levels been carried out? Yes/No	Rachel Hutchinson	Yes (usually carried out twice yearly)
	To provide best whole life value to our clients	To price in whole life cost terms where required	No. of tenders where Whole life costs considered?	Ian Bayston	Opportunities to consider whole life costs have been limited. This is a client driven process
	To procure the best quality products and resources, and to pay our supply-chain a fair price for them	Reduce the number of our suppliers for key bulk materials	Reduction in number of bulk material suppliers? Y/N	Mick Tomlinson	Yes, process adopted
		Set up annually reviewed agreements for key bulk materials	No. of new-format bulk materials agreements established?	Mick Tomlinson	Process of annually reviewing agreements for key bulk materials has been adopted
	Benefit economies local to our projects as a new employer	Monitor geographic spread of site operatives main residences for all new projects	% of sites for which employee residences are monitored	Richard Grafton	100% employee residencies recorded via the induction declaration