

CSR Statement

The Directors and staff of the Mills Media Group recognise the importance of approaching their responsibilities for corporate social responsibility (CSR) in a co-ordinated and committed manner.

Consultation with directors and staff has allowed us to develop a corporate social responsibility programme comprised of:

- Our community work
- Our environmental policy
- Our ethical policy

The policy will be reviewed and measured annually to ensure that our commitment to environmental responsibility, the community, and our ethical policy are as up-to-date and forward thinking as possible.

Our Community Work

Involvement in the local community is of paramount importance to the Mills Media Group. We believe that helping the local community is not just something we choose to do but is actually an important part of our business.

We understand that local businesses and communities are closely linked and that we can have a significant impact on communities as a whole. The Mills Media Group plays an active role in contributing to these communities through the support of our directors and staff who take part in activities organised both by the company and by themselves. Our directors and staff are involved in local council initiatives, other business group activities and sports establishments. We also provide work placements for local students and support for educational establishments.

The firm supports a number of national and local charities with both time, services and money. Our objective is to encourage our directors, management and staff to play a significant part in the development of local communities.

Our Environmental Policy

The directors and management are committed to achieving a real and sustainable positive impact on the broader community in which we live and work. We believe that it is essential that both as an organisation and as individuals we should operate in an environmentally conscious manner. Our objective is to minimise the impact of our business activity on the environment, wherever possible. This includes ensuring that our suppliers do likewise and that we persuade our clients to consider environmental matters wherever possible.

A review has concluded that the most significant area of impact we have on the environment is in the use of natural resources. Our significant natural resource usage includes power, water, travel and consumables such as paper and IT equipment.

We recognise our impact on the environment comes from:

- Electricity to heat, cool and power office equipment. And Gas for heating
- Travel by air, road and rail to visit clients, undertake our main services and events
- Water in offices used for a variety of purposes.
- Resources such as paper, plastics and films
- Waste including paper, plastic and consumable IT equipment.

Our objectives are to:

- Evaluate future energy usage to see how we can use low energy systems.
- Avoid unnecessary travel on business by the use of technology and telephone communication where possible.
- Use the most environmentally friendly mode of transport, where necessary, consistent with business needs.
- Reduce overall the resources we use.
- Reduce our letters, correspondence and sales material by 50% in the coming two years, where alternative methods can be used
- Aim for the use of recycled or FSC paper for all hard copy correspondence, wherever possible and if possible aim for a paper-free office culture.
- Consider environmental criteria when choosing services and goods.

Our Ethical Policy

We maintain the highest level of professional integrity with regard to our clients, staff and suppliers, along with others with whom we interact. We set high standards with regard to client confidentiality, our objectivity and our independence.

The Mills Media Group also supports the principles of the Universal Declaration of Human Rights through its business practices. We support the right of any individual to have freedom of expression and religion, political representation or in respect of any other matter.

Accordingly, Mills Media Group will not support or work with organisations which fail to uphold basic human rights within their influence, which are involved in the manufacture or transfer to an oppressive regime, or are involved in the manufacture of equipment used in the violation of human rights. Neither will the Mills Media Group support or work with organisations which are involved in the funding or carrying out of terrorist activities.

In addition, the Mills Media Group will not provide support or work with organisations which do not conform to the most widely accepted standards for minimum labour rights. We will not tolerate discrimination, bullying or any other kind of harassment within our business community. The concept of 'mutual respect' will be one of our guiding principles. Staff are expected to abide by company rules and to be honest and considerate in their various roles.

Internal procedures have been established to report grievances or suspected inappropriate behavior to other individuals or organisations. Equally the company will treat dishonest actions and accusations seriously; this may result in disciplinary action in accordance with company rules and disciplinary procedures.

The Future

The Mills Media board will review this document annually and consult both directors and staff in order to evaluate this strategy and update and improve our policies on an ongoing basis.

As part of this process, we will monitor our progress against our objectives to ensure compliance by all parties and we will continue to set new objectives for the future.