

# Corporate Social Responsibility (CSR)

## Policy

1 April 2024



**APPROVED**

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## Introduction

Our CSR programme is underpinned by the three pillars shown in Diagram 1: *CSR pillars and objectives*. CEPA's annual CSR Action Plan is annexed to this policy. It sets out the firm's short to medium-term goals that have been agreed to provide a level of social value that is proportionate and achievable given the firm's size and available resources.

The CSR Policy supports and enables several of CEPA's policies. These include our Environmental, HR (Human Resources) and anti-corruption policies, which can be found in CEPA's Staff Handbook, may be published on CEPA's website or provided to current or prospective clients and sub-contractors, as necessary.

## Our aim

As an organisation, CEPA aims to provide social value that is above the minimum required by law or contractual obligation. The work we deliver often involves aspects of CSR, so we embed many of our CSR activities at the core of our values and set out details in approved written policies, to help ensure that the firm's CSR objectives are delivered by our staff and the third parties with whom we work.

## Corporate Social Responsibility (CSR)

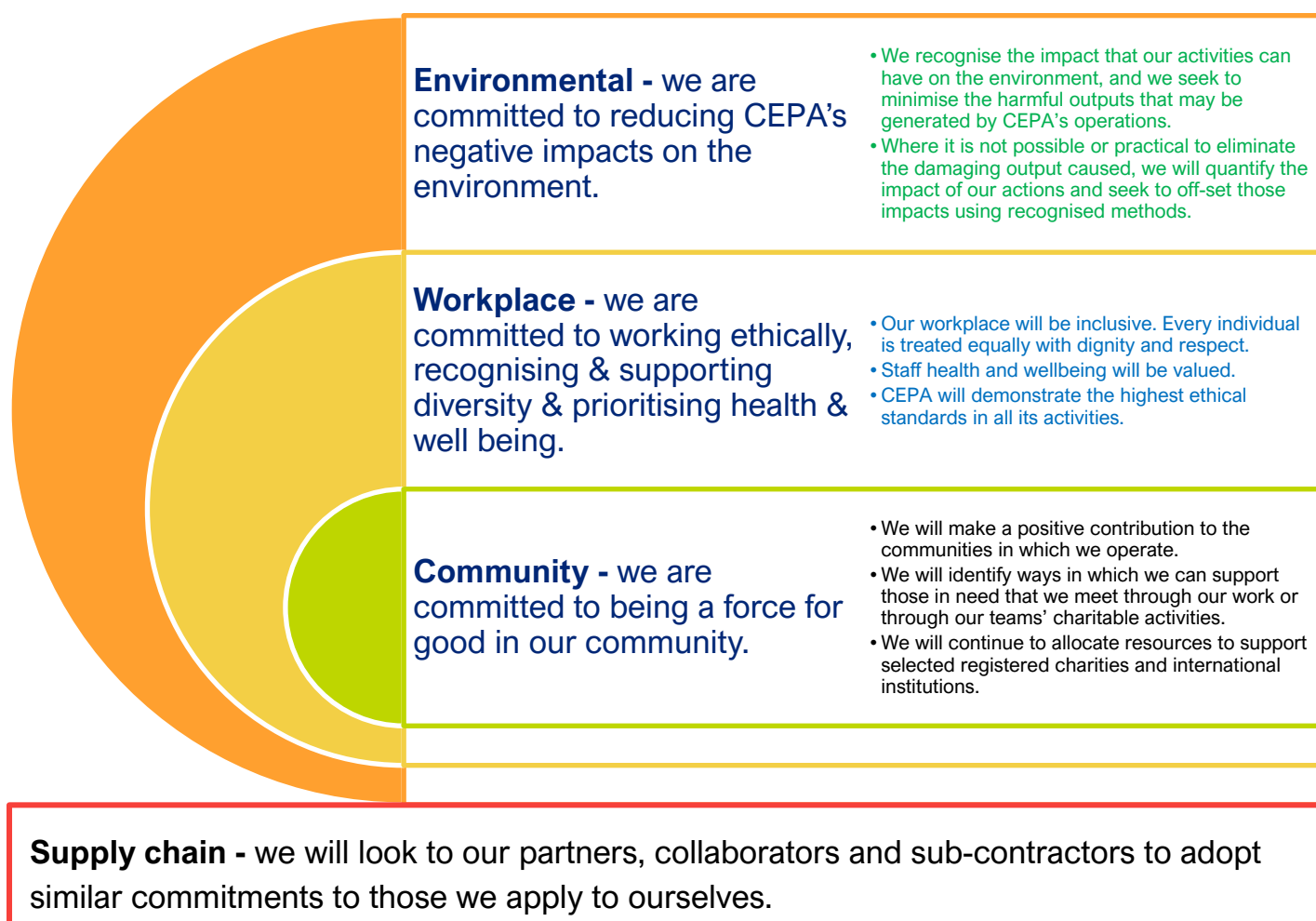


Diagram 1: *CSR pillars and objective*

## Short-term objectives

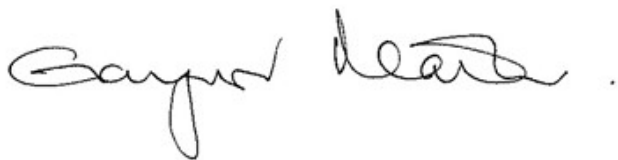
An annual CSR Action Plan is produced for each financial year and this Plan will be provided as an annex to this policy. The purpose of our plan will be to set out the specific activities that will be undertaken in support of the overall objectives that are stated above. It will include timings and give ownership of the activities to either functional departments or individuals.

The activities that are included in the CSR Plan are the minimum that will be undertaken and CEPA will remain open to undertaking additional initiatives that arise in any period. The Plan is not an exhaustive list of CEPA's CSR activities as it focusses on specific activities, which are likely to be in addition to the established practices that are ongoing or undertaken day-to-day, such as waste recycling or the pastoral support of CEPA's staff.

### ANNEX 1: CSR 2024/25 Action plan

CSR pillar	Description	Action	Owner(s)
Environmental	Offsetting of carbon generated by work-related air travel and the unavoidable consumption of resources.	Flights counted and carbon emissions calculated and settled annually.	Finance & Admin
Environmental	Proactive encouragement of decarbonisation by supply chain.	Key messages and communications plan to be prepared before April 2025.	Marketing
Workplace	Disability Confident employer scheme.	Continue with steps to progress to next level of scheme in 2025.	HR/Marketing
Workplace	Written outputs produced to meet the latest accessibility standards.	Review and if necessary, amend CEPA's templates.	D&I Working Group/Marketing
Workplace	Provide accessibility to CEPA's office facilities for those with disabilities.	Review of office arrangements.	D&I Working Group
Workplace	Mental health support.	Extension of 'buddy system' and communication about the availability of mental health support resources.	HR/Marketing
Workplace	Learn more about the needs of staff and receive feedback and suggestions for improvement.	Instigate D&I forum and conduct a staff survey.	HR/D&I Working Group
Workplace	Support the development of team and collegiate relationships.	Develop and deliver a programme of social events.	Social Committee
Community	Database of sub-contractors to find matching partner organisations.	Roll out CMAP functionality beyond Global Health practice.	Marketing
Community	Charitable donations to organisations nominated by staff.	Call for nomination, selection and payment.	Finance & Admin
Community	Specific humanitarian support for the Ukrainian public.	Provide non-lethal military aid to the Ukraine.	Finance & Admin
Community	Support for local (London) foodbank.	Selection of provider and payment.	Finance & Admin
Community	Provide introductions and training for groups interested in developing diversity within economic consulting.	Support of the Capstone initiative, Development of training resources.	HR/D&I Working Group

**Signed for and on behalf of CEPA**



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