

Business Principle

eventhireGroup will conduct the business in an open and ethical manner, treat employees fairly, provide training, promote their talents and play an active role in supporting the community in which we operate. eventhireGroup is committed to building a sustainable business, which is measured in not only economic terms but also in the terms of environmental and social impact.

At eventhireGroup we are committed to being a responsible business, both in how we work with our clients but also in terms of how we contribute to the wider community. We believe it is important to our employees that they work for a socially responsible business. We understand that our activities as a company can have an impact on the communities in which we operate. We are committed to not only managing that impact but also using the resources we have in making a real and sustainable difference.

Data Protection Policy

In accordance with the General Data Protection Regulation (GDPR) May 2018, eventhireGroup is committed to the policy of protecting the rights and privacy of individuals, including staffs, clients, suppliers and others. All eventhireGroup staff have been issued with a copy of our Data Protection Policy and are aware of its importance.

Supporting Local Business

As far as possible, eventhireGroup use local suppliers for its business needs, including:

- Local garages for diesel fuel
- Local garages for HGV periodic maintenance inspection (PMI)
- Consumable products such as LPG
- Local agencies for temporary labour
- Local builders, plumbers, electricians, etc. for minor building maintenance

Local Support

When possible, eventhireGroup will support local events and charities with free or reduced hire and transport costs.

Environment

We work hard to ensure that our business has a minimal negative impact on the environment, see the Environmental Policy Statement. eventhireGroup believes that it has a role to play in ensuring that it manages its environmental impacts to reduce any negative effects it may have. In order to achieve this, the Company and its employees will:

- Seek to integrate the identification and management of environmental issues within the Company's everyday business practices striving to ensure environmental improvements go hand-in-hand with reduced costs and increased efficiency.
- Give full consideration to the management of key environmental impacts and seek to reduce these by the use of waste management systems, and selection of products and suppliers.
- Promote good environmental practice through its products and services and its supply chain.

Washing Machines

eventhireGroup use state of the art ware washing machines with a policy of replacing older machines, when necessary and only purchasing the latest energy efficient models providing:

- Heat recovery, reducing energy consumption and the quantity & temperature of the exhaust air.
- Highest cleaning power using one-third less materials and energy.
- Reduced cleaning time and costs.

Product Repair / Recycling

eventhireGroup has established a stand-alone Refurb & Respray unit based in Rugeley, Staffordshire where all damaged/worn furniture is sent to be repaired / refurbished / resprayed enabling the furniture to be put back into hire stock. This system has virtually eliminated the need to "write-off" and dispose of hire furniture.

Product Repair / Recycling cont'd

All powered equipment is serviced after every hire so that it remains in good order, any damaged equipment is sent to the main warehouse in Walsall where it is assessed and damaged parts are replaced so that the equipment is able to be put back into the hire fleet. Disposal of any powered equipment is kept to an absolute minimum.

State of the Art Products

When replacing or purchasing new refrigeration products for the hire fleet, eventhireGroup purchase units from Hoshizaki UK (Gram) an ISO14001 certified company who in 2002 replaced hydrofluorocarbons (HFCs) with natural refrigerants, helping to reduce global warming. Hoshizaki products also offer: low energy consumption + low maintenance costs + long product lifetime.

Packaging

Suppliers are encouraged to supply products with a minimum of packaging.

Wherever possible all packaging, mainly cardboard and pallets, is re-used. When re-use is not possible, cardboard cartons generated from the new supply of glassware and chinaware is collected by a recognised re-cycling company.

Wherever possible, single use plastic bags used for wrapping / protecting ready for hire furniture have been replaced by reusable bags and padded wraps for items such as settees and armchairs.

Transport

eventhireGroup has a policy of replacing older vehicles, when required, and replacing them with more efficient models, keeping emissions and fuel consumption to a minimum.

All vehicles are maintained to the highest standard in order to keep emissions and fuel consumption to a minimum.

All drivers are instructed to drive vehicles in a responsible manner in order to keep accidents, emissions and fuel consumption to a minimum.

Warehouse and transport staff ensure order accuracy, loading and route planning are maintained to eliminate “second trips” and minimise vehicle mileages.

Economic Responsibility

eventhireGroup will conduct its business in a straightforward, open manner honestly and in good faith. In order to achieve this, the Company and its employees will:

- Comply with all relevant laws and regulations that apply to the business.
- Seek to generate sufficient profit to meet the needs of a growing and developing Company.
- Seek mutually beneficial relationships with third parties that will benefit both eventhireGroup and our customers.
- Identify new products that will provide increased benefits for our customers and the environment throughout their life cycle.
- eventhireGroup have in place a detailed Sustainability Policy and Business Continuity Plan in case of temporary service losses.

Social Responsibility

eventhireGroup will create an environment which attracts and retains employees of the highest calibre and in which employees will feel valued for their contribution to the Company's performance. In order to achieve this, the Company and its employees will:

- Provide a safe working environment for its employees and ensure that employees fully understand their own responsibilities as regards health and safety matters.
- Provide any necessary training, which will assist employees to develop their capabilities.
- Offer employment opportunities in a fair and equal manner regardless of race, colour, gender, sexual orientation or religious beliefs and observe codes of conduct, which are designed to protect employees from harassment or discrimination in any form, and provide equality of opportunity.

Our People

We aim to provide the tools to enable personal growth and fulfilment for our staff with detailed procedures on:

- Recruitment & Training
- Health & Safety
- Job Descriptions & Procedures

Training

In order to be consistent throughout the eventhireGroup depots, we have put together a whole series of training modules to give our staff the knowledge and expertise to advise and assist our customers and to operate in a safe and efficient manner. The training modules cover all aspects of our business including: customer service, manual handling, safety in the warehouse, loading of vehicles, etc.

Safe Working Practices

Risk Assessments:

- Risk Assessments are carried out by the respective Project Managers in conjunction with the operations and regional directors in their respective depots.
- Risk Assessments and subsequent Method Statements are then viewed / discussed with members of staff who will then sign them off on a signature sheet.
- The Risk Assessments are then signed off by Les Vipond, Managing Director
- Risk Assessments, Method Statements and Internal Training modules are also reviewed by our Mentor Health and Safety Consultant, Tony Cook.
- Risk assessments are then reviewed annually.

eventhireGroup Staff Competence

Les Vipond, Managing Director – over 30 year’s industry experience - NEBOSH National General Certificate in Occupational Safety & Health.

Lee Vipond, National Operations Director - over 25 year’s industry experience - IOSH Certificate-Managing Safely.

Andrew Viney, Operations Director – over 30 year’s industry experience - IOSH Certificate-Managing Safely

Jean Moller, Regional Director – over 25 year’s industry experience - IOSH Certificate-Managing Safely.

Mentor consultant – Tony Cook – qualifications:

- NEBOSH General Certificate.
- NVQ 4 Occupational Health & Safety
- Management of CDM coordination.
- Managing Work at Height.
- Advanced Fire Risk Assessment.
- Manual Handling Instructor-City & Guilds.
- Annual audit carried out by NatWest Mentor, non-conformances are actioned.

NatWest Mentor Health & Safety

eventhireGroup is signed up to **Mentor Health & Safety Service** which provides eventhireGroup with advice and support to keep the business fully compliant with health & safety regulations and in incorporating health & safety in everything we do.

NatWest Mentor carry out an annual audit in eventhireGroup depots which provides us with a progress report on the upgrades carried out during the previous year and also advice and action points required to continue our progress.

NatWest Mentor Health & Safety cont'd

- NatWest Mentor provide help with:
- Risk assessment process and fire risk safety
- Developing the health & safety management system
- Compliance with occupational standards, such as OH 18001 and CHAS
- Health & safety management of events and crises
- Bespoke health & safety consultancy and health & safety audits.

Mentor health & safety advisors are at the end of the phone 24/7 to answer all health & safety queries, whether they are about day-to-day issues or managing a serious incident.

Mentor Learn provides a range of health & safety courses, from quick introductory modules to in-depth, face-to-face courses for your leadership team.

Mentor Live is our online portal, where you can access document templates and information, and your employees' health and safety course records, at any time. This gives you greater flexibility and control and more time for managing your business.

NatWest Mentor Employment Law

eventhireGroup is signed up to Mentor Employment Law which provides eventhireGroup with the expert advice and support needed to comply with legislation and managing employees fairly. Mentor can provide help with face-to-face HR consultancy support, access to expert employment law advice 24/7 or training.

As well as HR Consultancy, the Mentor Employment Law Advice Service phone line means that we have access to expert advice and guidance, at any time of day or night, 365 days a year – no matter whether we are calling about a complex disciplinary issue or an update about holiday entitlements.

Mentor Consultants have the in-depth and hands-on experience across a wide range of sectors to help you receive relevant advice which meets the business' specific requirements. If you require on-going support, Mentor will assign a dedicated case manager to act as your named point of contact and guide through each step of the process.

There is no limit to the number of times you can contact the Mentor Advice Service phone line. In fact, Mentor encourage you to pick up the phone at any time, as resolving issues before they escalate is the best way to avoid escalation, which could save the business time and money.

All staff are provided with workwear bearing company the logo, safety footwear and all necessary PPE.

Trading

We buy and sell responsibly, helping to drive positive change within the industry.



Les Vipond
Managing Director
March 2022