

PGIS Development Limited and Godfrey Investment Group Limited CSR Statement

Introduction to Corporate Social Responsibility (CSR)

CSR refers to the way in which businesses regulate themselves in order to ensure that all of their activities positively affect society as a whole. CSR policies aim to guarantee that companies work ethically, considering human rights as well as the social, economic and environmental impacts of what they do as a business. Businesses should meet, and aim to exceed, any relevant legislation, and if legislation does not exist in a particular area, the company should ensure they carry out best practices anyway.

PGIS Development Limited, backed by its parent company Godfrey Investment Group Limited, is committed to ensuring that any business undertakings are conducted as ethically as possible by following the below policy.

Who we are and what we do

PGIS Development Limited aims to use our construction expertise and local knowledge of Brighton and the surrounding area to design, develop and build exceptional and innovative properties on time and on budget. Our values are centred around (Integrity, Trust, Respect, Accountability and Excellence) in all we do. The Company develops properties in Brighton for both residential and commercial use, with a core team of around 10 full time employees and a network of trusted suppliers. We pride ourselves on considerate and exemplary design and construction.

Looking after Employees

To retain loyal and productive staff, we acknowledge that it is vital to maintain a good working environment.

- In order to meet legislation such as being an Equal Opportunities Employer as per the Human Rights Act 2010, we have an embedded recruitment policy which is adhered to by all management and reviewed on an annual basis.

In order to ensure we are in line with the Modern Slavery Act 2015, please refer to the steps taken in our statement linked on our website www.godfreyliving.com.

- We hold health and safety policies, procedures and training for all our construction workers - all accredited by an independent health and safety board; and we also have a responsible person in the office who is fully first aid trained. All our Health and Safety policies are clearly displayed on any of our construction sites.
- In terms of staff training, appraisals and personal development, we encourage staff to work on their personal development via relevant internal training courses, weekly 1-1s with their management and annual appraisals. All goals are clearly defined and re-appraised throughout the year.
- We communicate with our staff onsite when it happens on a day-to day basis, but also via email and shared online documents. A team meeting is held every week to share experiences and updates. Board meetings are held on a monthly basis with the Directors.
- Pay and benefits are taken very seriously: staff are paid correctly and on time, wages exceed the National Minimum/ Living Wage, staff receive a pension, medical scheme and are part of a bonus programme. There is a company car and phone scheme.
- The Company does not have an dedicated HR facility due to its size, but within Company documents there is a process outlined for management to follow to ensure that any HR issues are dealt with appropriately.
- We have a team building outing at least once a month; there are free refreshments provided in the office for all staff. We also regularly have team lunches funded by the Company.

Looking after Customers

Sales and Development-

- We actively seek customer feedback via our website and personal emails after each sales transaction, we work with recognised professionals to ensure speedy and efficient process in any sales transaction.
- All our products are qualified by independent professionals and services are monitored to ensure they comply with any relevant safety legislation. We independently employ a health and safety representative.
- all communication is monitored via senior management when dealing with external customers and we provide open channels of communication to facilitate any customer feedback.

Rental

- Customer satisfaction in relation to landlords is via bi-annual email and any relevant compliance to all landlord legislation is met through the company.
- In relation to tenants an 'info' email is supplied to all tenants to communicate where needed and any relevant legislation for tenants is upheld.
- All properties comply with the relevant electrical and gas safety requirements as well as EPC requirements, inspections are held on a 6 monthly basis to quality check living standards.
- Tenants are emailed at least 2x during their 6 month tenancy period and have available a 24 hour helpline as well as an 'info' email to communicate with the company should they need to.

Suppliers' Standards

We insure that our suppliers adhere to The Modern Slavery Act 2015 by auditing our suppliers annually, this ensures all suppliers have their own modern day slavery policies that align with our own. Our audits of our suppliers also ensure that they have satisfactory policies in place to adhere to the Bribery act 2010. We are committed to investigating if our suppliers have Corporate social Responsibility statements, this will be encompassed in our annual audits.

We use a range of local suppliers that we use for our materials, we are committed to ensuring these suppliers are paid on time and by the agreed method, we ensure that all communication with suppliers is clear and coherent.

Protecting the Environment

We are committed to recycling on our sites as well as our offices. We encourage the use of reusable water bottles rather than single use plastic. We advise employees to print documents only when necessary to reduce waste paper.

On our sites we conduct regular toolbox talks with our construction team to help them to understand what they can do to reduce their carbon footprint; this includes encouraging car shares and public transport to and from site as well as advising them to recycle any rubbish they procure and to avoid any single use materials in to reduce the contribution to general waste. We strongly suggest that if necessary, they drive to and from site they consider using greener fuels in their vehicles.

Community Engagement

We actively seek to contribute to the community by way of donations to charities in the local area.

A community notice board is often installed on our builds to ensure the community is kept updated with the works in the area, so we can notify them of any road closures or crane lift as well as giving them a chance to contribute with our suggestion boxes. This ensures we are hearing from residents in the area to improve our community engagement.

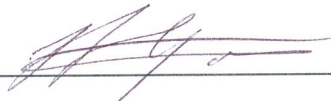
Many of our employees are local residents, this helps to reduce travel and therefore reduce our carbon footprint as many of our employees have short journeys by which they need to travel to site or the office.

Measurement

The above Corporate social Responsibility Statement is implemented by using our various company policies such as our recruitment and selection policy, supplier code of conduct, whistleblowing policy, staff code of conduct and our procurement policy, we also have a construction logistic plan that supports our implementation of our corporate social responsibility statement In terms of reducing our environmental impact and Carbon Footprint

The statement was approved by the board of directors.

Signed _____



Amanda Godfrey, Director, PGIS Development Limited and Director, Godfrey Investment Group Limited.

Date 16-1-23