

Torus Supply Chain Code of Conduct

www.wearetorus.co.uk



About Torus Group

A unique housing Group, Torus combines the very best of two local, community led landlords.

Sound governance, a strong asset base and significant financial capacity enables us to do more.

To provide more opportunities for the communities we serve, build more new homes and enhance the services we provide to our tenants and customers.

Strategic Aims

Our strategic aims are set out in the Torus corporate plan and reflect ambitious targets in the following areas:

Property – building and investing in homes that meet the housing needs of a changing population

People – reducing dependency and increase the aspiration of the people and communities living in our neighbourhoods

Place – a trusted delivery partner in the region, contributing to economic and social regeneration

Pounds – creating a self-determined future through robust financial strategies, efficient operating models and a diverse business model

Our supply chain will be aware and actively support these strategic aims, so that our investment, resources and projects are aligned to the delivery of our priorities.

Values and Behaviours

At Torus, we believe in partnering with like-minded organisations and creating potential together.

We have a reputation for innovation, being a trusted partner focussed on place, with a track record for investing in people.

Our aim is to create an innovative and agile supply chain, where we maximise creativity and passion. This is reflected in our culture and set of values.

In everything that we do we will be creative, collaborative, brave and do the right things for the right reasons. Our values and behaviours shape our culture. We think differently, we behave as one.

Supply Chain

If you have been selected to be a Torus Supply Chain provider your standards will undoubtedly be as high as ours. We wish to work with businesses whose values are consistent with our own.

This document sets out what is expected of you and what you can expect from us in return.

Health, Safety, Wellbeing and Compliance

We care for our people and the people affected by our workplaces, and we continuously strive to develop a work environment that promotes health, safety and wellbeing.

We aim to lead our industry in health and safety performance, with continuous, measurable improvements. We promote and share sound personal safety and accident prevention practices with our supply chain and throughout our industry.

This means:

- Work together with Torus and other suppliers to maintain compliance in key legislative areas and to ensure a healthy and safe working environment.
- Ensure that your employees and others in your supply chain are adequately trained and provided with the proper equipment to safely carry out their work.
- Recognise that all employees have a right and an obligation to stop unsafe work.
- Report to Torus all health and safety incidents related to our project sites and in our workplaces.

Protection of personal data

We respect everyone's right to the protection of his or her personal data and the right to his or her integrity in connection with processing personal data.

You will ensure that all uses of personal data such as collection, registration, comparison, storage and deletion, take place in accordance with applicable laws and regulations.

Confidentiality

As a supplier you are required to protect any confidential information entrusted to you by Torus, our customers and others.

We respect confidential information relating to Torus and our stakeholders, and take all reasonable measures to prevent confidential information from being disclosed to any person

who does not need and have a right to that information in the course of their work.

Bribery and Corruption

We are committed to conducting business with a high level of integrity and we do not tolerate any form of bribery or corruption, including embezzlement, money laundering, kickbacks, extortion, fraud, nepotism (family) or cronyism (friends). Likewise we expect our suppliers not to tolerate any form of bribery or corruption.

Conflicts of Interest

Conflicts of interest can be rooted in close personal relationships, gifts, hospitality and entertainment, charitable contributions, sponsorships.

Avoid situations that, in your work with Torus, may present a conflict of interest or appear to do so. Notify Torus if you become aware of an actual or perceived conflict of interest in your work with Torus.

Open and Fair Competition

Torus expect suppliers to comply with competition laws and not engage in anti-competitive practices including price fixing, bid rigging and market sharing.

Prompt Payment

Torus commits to pay suppliers within 30 days of receipt of a valid invoice, in accordance with regulation 113 of The Public Contracts Regulations 2015. Payment of subcontractors operating as part of a Torus contract should be paid within 30 days to support prompt payment within the wider supply chain.

Community Initiatives

Torus operates within The Public Services (Social Value) Act 2012 by contributing to Corporate Social Responsibility and incorporating economic, environmental and social factors into each applicable procurement process.

Torus have a strong commitment to supporting the local community and encourages suppliers to contribute to this by:

- Engaging with SME's in contract delivery areas
- Contributing to local community in terms of education, regeneration and community engagement
- Recruitment and training for economically inactive people

Equality and Diversity

We respect all individuals and strive to work as one team, and to foster open, straightforward and respectful communication. We provide equal treatment and employment opportunities, and we do not tolerate any form of harassment or discrimination.

We expect our suppliers to embrace and promote an inclusive culture. We do not tolerate disrespectful behaviour, bullying, discrimination or harassment. We provide equal treatment and opportunities for employees and partners.

Environmental Sustainability

Torus have a commitment to work with employees, partners, suppliers and contractors to reduce the impact from the products and services supplied to Torus and its customers by:

- Minimising CO2 emissions which arise from activities, services and products supported by us which include waste, energy and transport
- Controlling noise pollution
- Minimising disposal of waste to landfill by recycling and reusing where possible
- Identifying and reducing any harmful environmental effects which may arise from business activities by having in place environmental objectives and targets