

The logo for Sigma, with 'sig' in white and 'Ma' in green, set against a background of a dense forest of tall, thin trees with sunlight filtering through the canopy.

sigma

Corporate  
Social  
Responsibility  
Report

September 2023

2023

# TABLE OF CONTENTS

- 2 A MESSAGE FROM OUR CEO & GROUP CEO
- 3 A MESSAGE FROM OUR GROUP COMPLIANCE DIRECTOR
- 4 OUR VISION
- 5 OUR COMMITMENT
- 9 SUSTAINABLE PROCUREMENT
- 11 UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS
- 26 IN OUR COMMUNITY
- 35 CASE STUDIES

# A MESSAGE FROM OUR CEO & GROUP CEO

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"The evolving landscape of the built environment has become the catalyst for the development of spaces and services that are increasingly dynamic, scalable, and adaptable. Businesses' impact on the environment and the communities they serve has brought both the retail market and our clients into sharp focus, urging us to become more energy-conscious. This shift not only enhances the efficiency and sustainability of retail but also benefits customers with consistent pricing and an improved product selection.

Our mission is to create spaces that transform buildings and interiors into smarter, more sustainable environments. The appeal of such spaces is evident: smart buildings enhance wellbeing, boost productivity, lower operational costs, increase efficiency, and champion sustainability. While designing smart spaces for new buildings and interiors is relatively straightforward, retrofitting existing buildings presents a greater challenge due to legacy infrastructure and systems. Nevertheless, it can be possible; with meticulous planning, preparation, and the right project partners, existing properties can be swiftly transformed into intelligent, sustainable spaces.

Through our 'goods not for resale' service offer, we diligently manage our end-to-end service activities within our supply chain and in collaboration with our partners in a sustainable manner. This provides a value-added, efficient, and cost-effective service that simultaneously contributes to the environment and the communities we serve. We aspire to be the preferred sustainable service partner for the retail industry."



**Craig Bennett**  
CEO



**David Dignam**  
Group CEO

# A MESSAGE FROM OUR GROUP COMPLIANCE DIRECTOR

3

“Sustainability to us is not just an environmental buzz word. We see it as the umbrella which sits above a framework of opportunity and positive improvement. We aim to recognise and implement continuous improvement, encourage action, and build on our sustainability journey with an empowered community of likeminded stakeholders. This Corporate Social Responsibility Report hopefully helps demonstrate our commitment to working towards achieving our sustainability goals. We aim to provide a framework for the management of positive environmental adaptation and mitigation within our business, to ensure that all necessary measures are identified and implemented to protect and enhance the environment and comply with all relevant environmental legislation.

Sigma are committed to operating our business and project sites in a manner which protects and where possible enhances the wellbeing of the environment and human health. We are fully committed to carrying out our work in a sensitive manner that does not harm the environment in which we live. We encourage and support our supply chain’s efforts in doing the same.

As we become more sustainable, we will increase our understanding of the issues involved and discover new ways of positively impacting the environment. The responsible stewardship of natural, human, and financial resources through a practical and balanced approach is key to improving our contribution to society. Sustainability requires consideration of the project delivery process to ensure the effects of the built environment and the natural environment are fully appreciated and balanced. This we hope to achieve through our end-to-end Goods Not For Resale offering.

Our Corporate Social Responsibility Report demonstrates our commitment to working towards achieving our sustainability goals and when reading about our aims and achievements we hope that you will agree and be inspired to take a similar approach.”

**Stephen Woolf**

*Group Compliance Director*



Sigma's expert-led service model delivers complete solutions into the physical store environment. We help bring our customers' vision to life, improving operational efficiency while reducing energy and waste.

We are committed to doing this sustainably by considering the economic, environmental and social impacts of our wider role. To us, operating sustainably means that we strive to improve how we supply our clients through greener logistics, warehousing and construction practices in a way that does not cause harm to, and where possible improves, the environmental or socioeconomic standing of the areas in which we operate, while protecting the safety of the public and our employees.

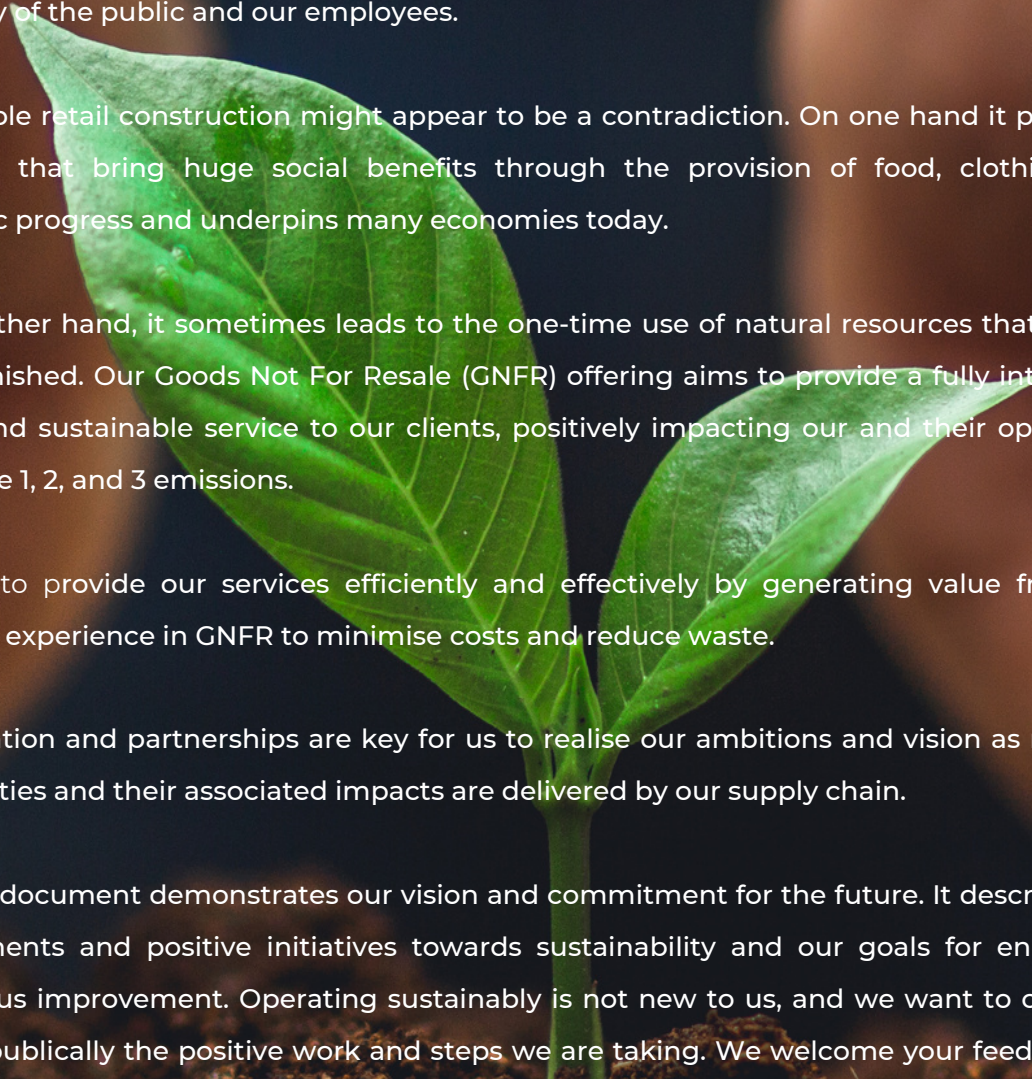
Sustainable retail construction might appear to be a contradiction. On one hand it produces materials that bring huge social benefits through the provision of food, clothing and economic progress and underpins many economies today.

On the other hand, it sometimes leads to the one-time use of natural resources that cannot be replenished. Our Goods Not For Resale (GNFR) offering aims to provide a fully integrated end-to-end sustainable service to our clients, positively impacting our and their operations and scope 1, 2, and 3 emissions.

We aim to provide our services efficiently and effectively by generating value from our technical experience in GNFR to minimise costs and reduce waste.

Collaboration and partnerships are key for us to realise our ambitions and vision as many of our activities and their associated impacts are delivered by our supply chain.

This CSR document demonstrates our vision and commitment for the future. It describes our achievements and positive initiatives towards sustainability and our goals for enhancing continuous improvement. Operating sustainably is not new to us, and we want to continue sharing publically the positive work and steps we are taking. We welcome your feedback on our journey to becoming a more sustainable organisation.



Our approach to Corporate Social Responsibility is led by our Integrated Management System and our commitment to human rights, labour; health, safety, environment, quality, anti-corruption and bribery.

We are an ethical business conducted with integrity and a passion for sustainability, our colleagues, and the wider community in which we operate.

We believe that greater transparency leads to increased trust. This in turn provides the solid foundations required for sustainable growth.

Being transparent about our financial, social, environmental and ethical data, we aim to inspire similar behaviour in our colleagues, clients and suppliers.

## Human Rights

Sigma is committed to human rights and ensuring that there is no modern slavery or human trafficking in our supply chains or in any part of our business. Sigma implements several policies and procedures which are designed to support human rights, including:

- **Recruitment policy** – we carry out appropriate checks to ensure that all of our colleagues have the requisite 'right to work' documentation, that they are paid fairly and that they receive a competitive remuneration package for the work they undertake.
- **Equal opportunities** - implemented so that all of our colleagues and job applicants are treated equally and fairly.
- **Anti-bribery and corruption policy** – this policy supports creating a culture where bribery is never acceptable and provides guidance to all our colleagues to report and deal with the risks of fraud and corruption without recrimination.
- **Dignity at work policy** – this details Sigma's commitment to providing a working environment free from harassment and bullying. It ensures that all of our colleagues are treated, and treat others, with dignity and respect.
- **Health and safety policy** – our commitment to continuous improvement in health and safety and ensuring our colleagues, contractors and anyone else who may be affected by our activities, go home safe. One of the key aims of this policy is to ensure the wellbeing of all our colleagues.

## Safety, Health, Environment and Quality

Sigma is committed to providing safe and healthy working conditions for the prevention of work-related injuries and ill health. This is supported by our focus on the wellbeing of our colleagues and breaking the stigma around mental health.

Our ultimate objective is to create a positive culture of safety, health and wellbeing, which is embedded in all areas of the business to ensure that all risks are adequately assessed and suitably controlled.

## How we measure our progress

At Sigma we are committed to continuously improving our activities and ensuring the effectiveness of our management system, through the continued achievement of certification to internationally recognized ISO standards. These include:

- ISO 45001:2018 (occupational health and safety)
- ISO 14001:2015 (environment)
- ISO 9001:2015 (quality)

We are working towards integrating this management system to provide an overarching system which enables us to deliver our services sustainably.

To support our service delivery, we:

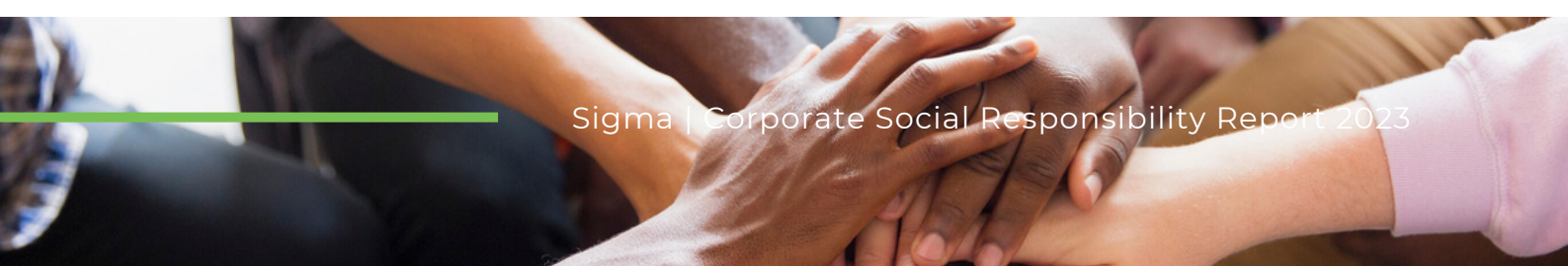
- Innovate to move towards our goal of net zero by using renewable energy sources, employing more energy-efficient methods, and transitioning our fleet to EV / hybrid
- Having introduced free EV charging across all our facilities. By partnering with Octopus, we are also providing our colleagues with the opportunity to make a positive environmental impact through a salary sacrifice scheme.
- Continuing the process of reducing energy through the installation of more efficient LED lights across our head office and other sites. This process is two-thirds of the way to completion.
- Are developing and implementing a sustainable procurement system, which will assist our suppliers and contractors to align with our sustainability vision.
- Researching, investigating, and developing numerous projects which will have an impact on our clients' energy consumption, such as installing solar panels.

Our board endorses our corporate policies and strategies in all areas of sustainability. Our SHEQ leadership provides strategic direction and input into our sustainability service offering.

We strive to continuously improve by reviewing our performance, reporting monthly to our board, reporting bi-monthly through our SHEQ Questions and Answers publications, and reporting annually to our stakeholders through our CSR Report.

To meet with the international standards to which we are certified, and to align with the United Nations Sustainable Development Goals, we are reviewing and updating our key performance indicators to enable us to measure and report on sustainable progress, success, and opportunities for improvement.

We are establishing a baseline set of figures with a view to setting quantified science-based targets which we can use to further support our continuous improvement journey.





## Community

We work with our Colleague Board to be the voice of all colleagues. We encourage and welcome everyone's ideas and contributions to activities and there are many great examples of companywide, team and individual charity events that we take part in.

Our chosen charity is The Hope Centre, Trinity Mission.

Trinity Mission is a food and clothing bank based in Castleford. It provides hot meals, food parcels, clothing, and a warm and friendly space, as well as mental health and wellbeing support, to people in need.

**Sustainability**  
**Environmental**  
**Financial**  
**Quality**



We cannot achieve any of our objectives without the support of our colleagues, their commitment and drive. It is crucial that we attract and retain the right talent, and that we provide opportunities for training, growth and progression. By helping people grow as individuals, we will also grow as a company. By doing so we become truly sustainable. We have partnered with Castleford College and the Heart of Yorkshire Education Group to support local students with work placement, and in the future with apprenticeship opportunities and T-Levels. We have also partnered with the Lighthouse Construction Industry Charity to reignite the message around mental health and wellbeing which supports our employee assistance program.

Procuring more sustainable products and services may not always be the cheapest in the short term. However, whilst delivering added value in environmental terms, the selection of such products will help to drive the market forward and will eventually lead to long-term financial gain.

Sigma aims to promote good standards of commercial practice by pursuing sustainable procurement. We are committed to the following:

- Promoting environmental awareness among our suppliers and sub-contractors and to encourage them to offer us environmentally preferable products and services at competitive prices.
- Specifying and procuring environmentally preferable products favouring:
  - Those made from sustainable, renewable, reused or recycled materials, which help to conserve resources and minimise waste.
  - Those that can be reused, recycled, or disposed of in an environmentally secure way, encouraging suppliers to ultimately accept greater responsibility for disposal.
  - Those that help to conserve energy, water, paper and other resources throughout the whole life of sustainable energy.
- Specifying and procuring environmentally preferable services favouring those which offer an innovative approach to the management of their environmental impacts such as take back of products or packaging, choice of sustainable materials or carbon neutral activities.

## Environment

It is Sigma's policy to ensure that we are totally committed to the care of the environment and that this goal is constantly achieved at all levels through the operation of our Environmental Management System, which is appropriate to the nature, scale and environmental impacts of our activities, products and services.

**Our Environmental Management System follows the criteria of the ISO 14001 international standard.**

## Quality

We aim to continuously improve our services by being committed to quality and workmanship across all areas of our business, by implementing good practice and by adopting a 'Right First Time' approach.

To achieve our quality objectives we have developed and implemented processes and procedures that are contained within our management system. These are under constant review to ensure they remain relevant. These procedures and processes comply with the requirements of ISO9001 and are mandatory for all our colleagues.

## Financial

It is our policy to conduct all our business in an honest and ethical manner. We take a zero-tolerance approach to facilitation of unethical conduct or tax evasion, whether under UK law or under the law of any foreign country.

We are committed to acting professionally, fairly and with integrity in all our business dealings and relationships.

## ecovadis

As part of Sigma's commitment to continuous improvement, we have been recertified with the EcoVadis Silver Seal for supporting our clients' sustainability requirements.

The EcoVadis sustainability assessment methodology is an evaluation of how well a company has integrated the principles of Sustainability and Corporate Social Responsibility into their business and management systems.

Built on international sustainability standards, including the Global Reporting Initiative, the United Nations Global Compact, and the ISO 26000, the Sustainability Scorecard illustrates performance across 21 indicators in four themes:

- Environment
- Labour and Human Rights
- Ethics
- Sustainable Procurement

EcoVadis medals recognise companies that have completed the EcoVadis assessment process and demonstrated a management system that addresses sustainability criteria, as outlined in the EcoVadis methodology.

The EcoVadis medal is an acknowledgment of achievement relative to other assessed companies across the EcoVadis database. It serves as an indicator of positive intent as assessed companies strive to improve their sustainability management performance and drive impact. Within the last year we have increased our score by 17 points. We are currently in the top 18 percentile of companies assessed and we are aiming to be in the top 5 percentile by the next award.

# United Nations Sustainable Development Goals

At the heart of our CSR are the 17 Sustainable Development Goals (SDGs), which are an urgent call for action by all countries - developed and developing - in a global partnership. They recognise that ending poverty and other deprivations must go hand-in-hand with strategies that improve health and education, reduce inequality, and spur economic growth – all while tackling climate change and working to preserve our oceans and forests.

We are aiming to align ourselves with as many of the 17 SDG's as possible. Those that we are directly impacting in a positive way are addressed in the following pages.



<https://sdgs.un.org/goals>



# 235

**Number of individual Mental Health courses completed in 2023**

# 42

**Managing Stress within a Team courses for managers delivered**

Sigma's focus in 2023 was to reignite the message around mental health and wellbeing amongst our colleagues. We continued to deliver a consistent level of British Safety Council training on this subject. As part of reigniting the message we teamed up with the Lighthouse Club Charity to retrain our Mental Health First Aiders in the two day MHFA England course. This included e-learning course through British Safety Council training platform:

- Mental Health: Start the Conversation
- Stress Awareness
- Managing Stress within a Team
- Manage the Conversation
- Resilience
- Mental Health First Aider England Renewal

## 2024 commitments

- Reignite the message with the support of The Lighthouse Club Charity and our newly established mental health and wellbeing community
- Continue to train and educate our colleagues on the importance of mental health and wellbeing
- Continue to encourage colleagues to utilise the benefits provided by Health Shield and The Lighthouse Club Charity
- Make available to all colleagues The Lighthouse Club Charity app



We are pleased to have 18 fully qualified MHFA England colleagues across the Group.



**4 QUALITY EDUCATION**



**258**

Number of individual Environmental Awareness courses completed in 2023

**3**

Number of qualified Institute of Environmental Management & Assessment Managers

**213**

Number of individual Display Screen Equipment and risk assessment courses completed in 2023

## 2024 commitments

- Extension of online safety training services through the British Safety Council and Bob's Business to promote lifelong learning and improved governance
- Aim to increase participation of colleagues in educational development to 95%
- To provide SHEQ training to 100% of new starters in their 1st week
- To deliver Leadership and Management Courses
  - Group Leadership Apprenticeships (14 group colleagues)
  - Group Leadership Development Programme (10 colleagues)

<p><b>18</b></p>  <p><b>SHEQ manager / SMSTS</b></p>	<p><b>4</b></p>  <p><b>NVQ Level 6 / NEBOSH</b></p>	<p><b>65</b></p>  <p><b>Asbestos Awareness</b></p>	<p><b>45</b></p>  <p><b>Working at Height</b></p>
<p><b>215</b></p>  <p><b>Manual Handling</b></p>	<p><b>316</b></p>  <p><b>Fire Safety / Fire Warden</b></p>	<p><b>11</b></p>  <p><b>First Aid</b></p>	<p><b>6</b></p>  <p><b>SHEQ for senior managers and directors</b></p>



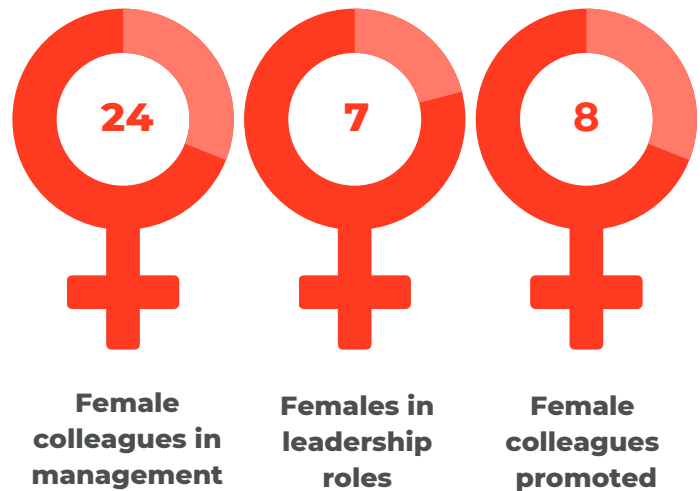
## Quality Education

**Sigma's leadership education ambitions are to develop future leaders at entry level who:**

- **act strategically**
- **coach people to succeed**
- **create energy through inspiring and engaging their teams**



**8** **Colleagues undertook Leadership Training**



We have introduced our *Sigma People Plan* with an ambition to become a great place to work where everyone is inspired to be the best they can be through our Attract, Retain and Grow core principles. This will support delivering fairness and equality when making reward decisions. We are committed to continuously improve and review our People Plan and rewards to support a diverse and inclusive workforce.

## 2024 commitments

### Attract

- Create an employer brand and people proposition
- Enhanced onboarding experience
- Hold career fairs to reach a wider selection pool
- Introduce a diversity and inclusion plan

### Retain

- Introduce flexible benefits
- Recognise and celebrate achievements in line with our PRIDE values
- Empowered colleague board
- Active succession and relevant plans

### Grow

- Toolkit and management self serve
- 360 degree development feedback
- People leader accreditation
- Apprenticeship programmes with local college



## International Women's Day

In March 2023, we championed International Women's Day celebrating the powerful and passionate women who work at Sigma



In support of International Women's Day, Sigma teamed up with Blossom Training and Development to provide our colleagues with self-defense classes, which will be continued throughout the year. This is part of the reignition of our mental health and wellbeing strategy to increase support for women within the workplace. It also benefits our other colleagues.

The classes are a 50/50 split of theory and physical skills, focused on confidence-building defensive skills, understanding human responses, communication techniques, and much more. Our aim is that the classes will help our colleagues better understand the world in which we live and how certain challenges may affect them and their families in and outside of work.

**12** RESPONSIBLE CONSUMPTION AND PRODUCTION



**100%**

of all Sigma warehouse facilities have been retrofitted with LED lighting

**69%**

of fleet is now EV/hybrid. Target of 100% by 2025

## 2024 commitments

- Annual energy consumption reliance on renewables to be increased to 50% by 2025
- 50% reduction in plastics and packaging across operations by 2025
- 75% of packaging used to be biodegradable by 2025

**76%**

of materials used are recycled or have reused input materials - currently above target of 75%



**-25%**

reduction in Direct Construction Project Carbon (t/CO2eq/£1m project cost) achieved year on year



**98%**

of all waste is recycled or recovered - with ambitious targets of 100%



**15** LIFE ON LAND



**99%**

of waste across projects is recycled/recovered

**100%**

of cardboard, metal, plastic, soft plastic, timber, fluorescent tubes, WEEE, timber pallets, green waste and construction plastic is recycled /recovered across our projects

Since 2022 we have reduced our waste to landfill by 1.5% equating to 40 tonnes of material.

Sigma has partnered with approved waste brokers to ensure the impact on the environment through our operations is minimal and compliant.

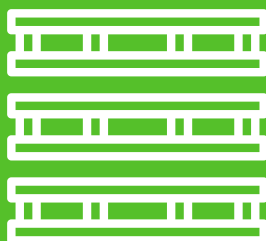
**96%**

waste in our warehouses and offices is recovered /recycled



**8,000**

pallets were used and recycled during a recent nationwide project



Sigma partners with a number of carefully selected waste management companies to ensure the impact on the environment through our operations is minimal and that at least 95% of our waste is recycled.

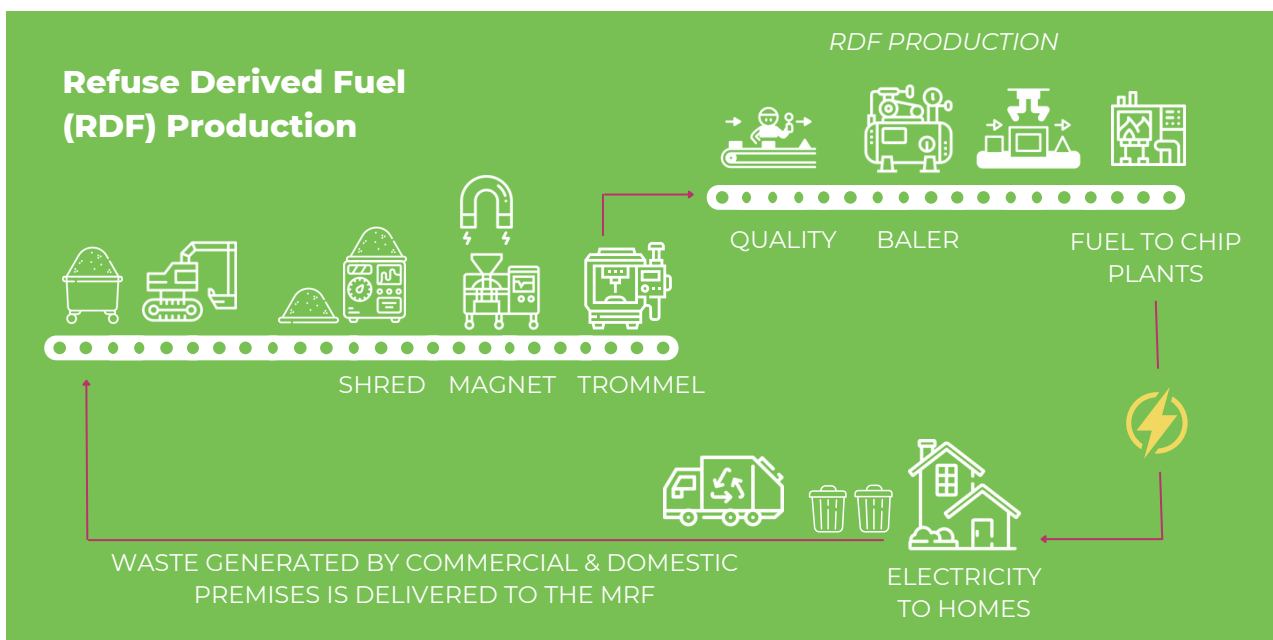
It is important to us to understand how and where our waste is recycled.

Recovering valuable energy from waste materials reduces the use of traditional fossil fuels and carbon emissions.

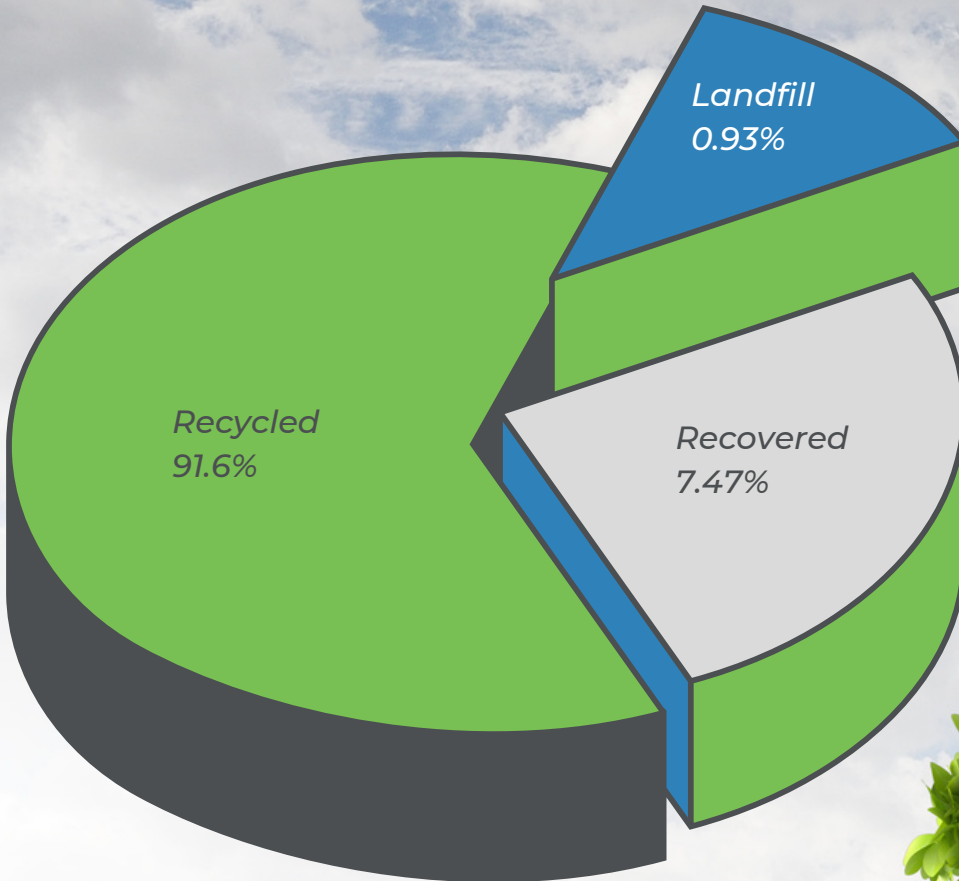
Our partners have long-term agreements to supply refuse derived fuel (RDF) to plants including Oldhall Energy Recovery Project in Scotland and the Ferrybridge Multifuel 1 (FM1) and 2 Power Stations in Yorkshire. The electricity generated by the FM1 waste-to-energy plant is sufficient to power approximately 160,000 homes.

## Refuse Derived Fuel (RDF) Production

RDF is a type of fuel produced from various waste sources, such as industrial wastes, commercial wastes and municipal solid wastes. The production of RDF demonstrates a true resource recovery system. RDF production has been a significant factor in reducing the reliance of landfill diverting material to a low carbon renewable fuel source.



## Sigma waste



### Operational Statistics

2,481 sites  
2,084 tonnes of material  
Delivery target of 95%  
Achieved ad-hoc on time deliveries 99.02%





# 3

Octopus electric vehicles on the road

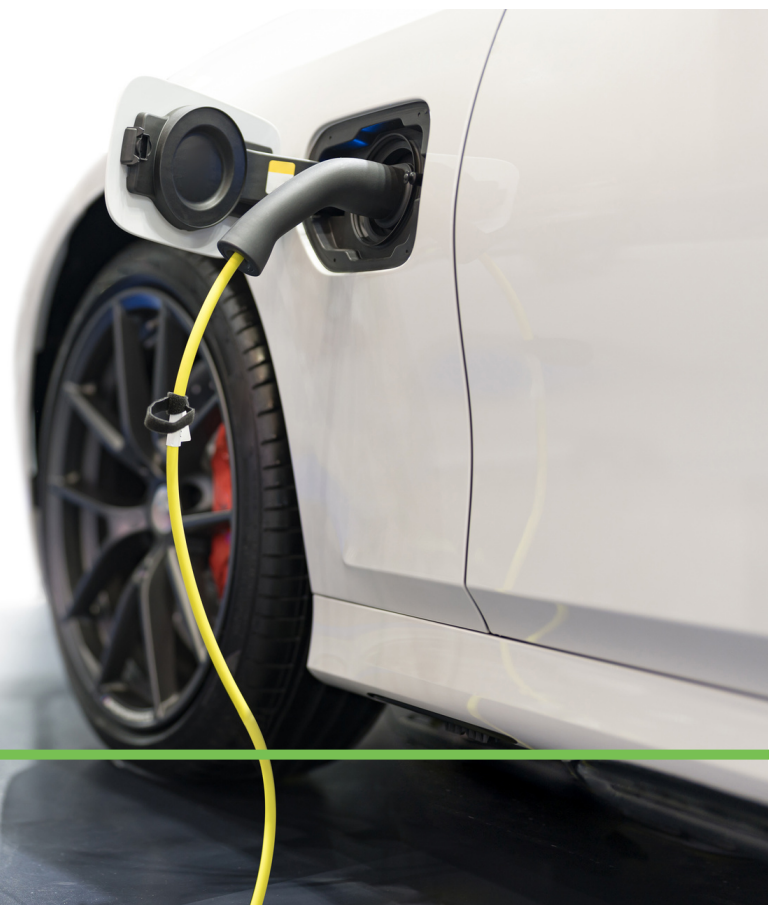
# 4.73

tonnes of Co2 emissions saved which is as much as 2,365 trees can absorb

## Octopus Salary Sacrifice

To further commit our business to reducing our carbon footprint and support our colleagues with making sustainable transport choices we introduced the Octopus salary sacrifice, which is an employee benefit scheme that allows Sigma colleagues to access a range of electric vehicles (EVs) at no upfront cost.

Our partnership provides tax and personal savings to our colleagues through a salary sacrifice car scheme where the colleague pays for their EV from their gross salary before tax.



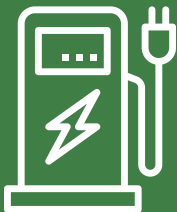
## 2024 commitments

- 100% of fleet electric/hybrid by 2025
- 35% reduction in Direct Construction Project Carbon (t/CO<sub>2</sub>eq/£1m Turnover) by 2025 (from 2022 baseline)
- 35% reduction in the carbon intensity of business travel associated with operations (t/CO<sub>2</sub>eq/100,000km) by 2025
- Annual energy consumption reliance on renewables to be increased to 50% by 2025



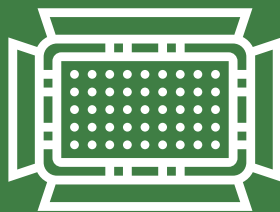
**100%**

**of Sigma sites  
have Electric  
Vehicle  
charging points**



**75%**

**PIR LED Lighting  
at all Sigma sites**



**10**

**electric fork lift  
trucks on Sigma  
sites**



Currently HGV electric / hybrid vehicles are unsuitable for operations due to range limitations. We are encouraged by technical development in this area and are monitoring developments closely to identify solutions for our business operations.



# SIGMA

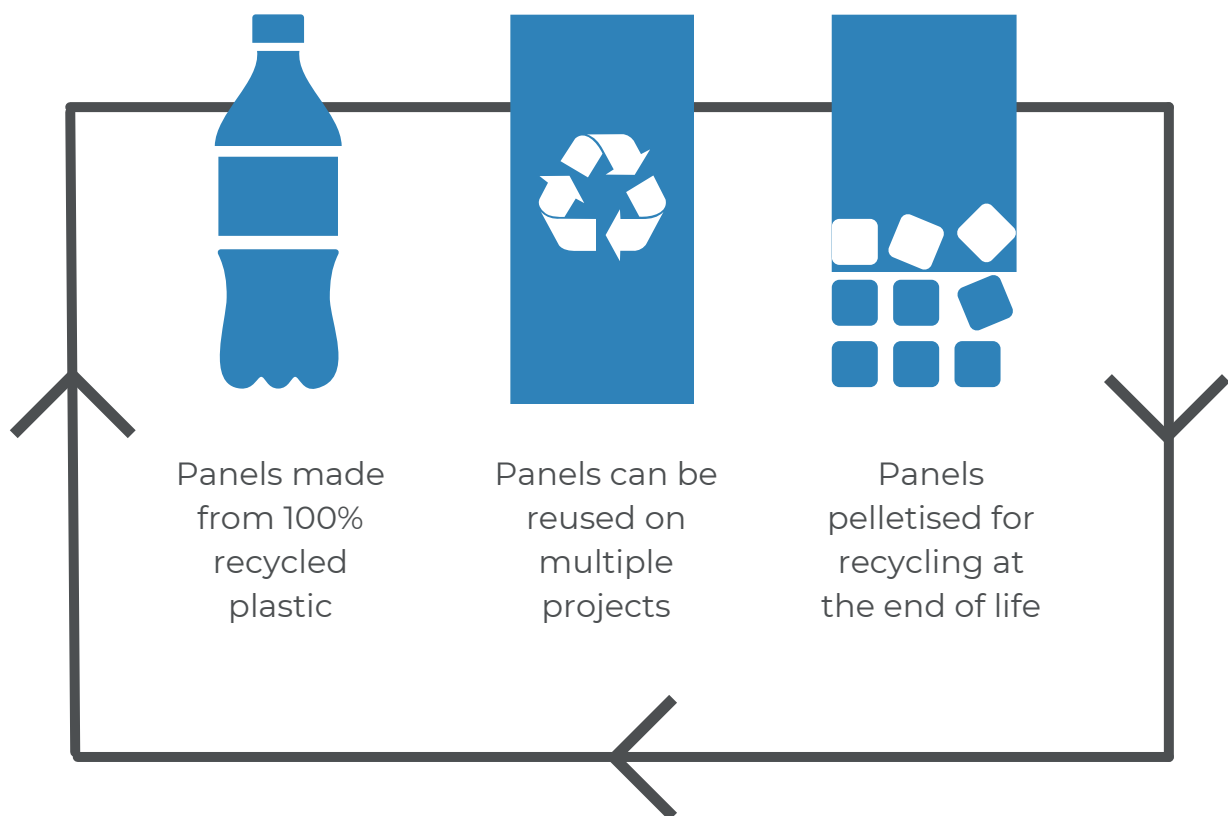
Experts at Transforming  
Commercial Space

**Our site hoardings are a low-carbon alternative to plywood, chipboard, steel and virgin plastic hoardings which are manufactured from recycled plastics and are fully temporary works design compliant**



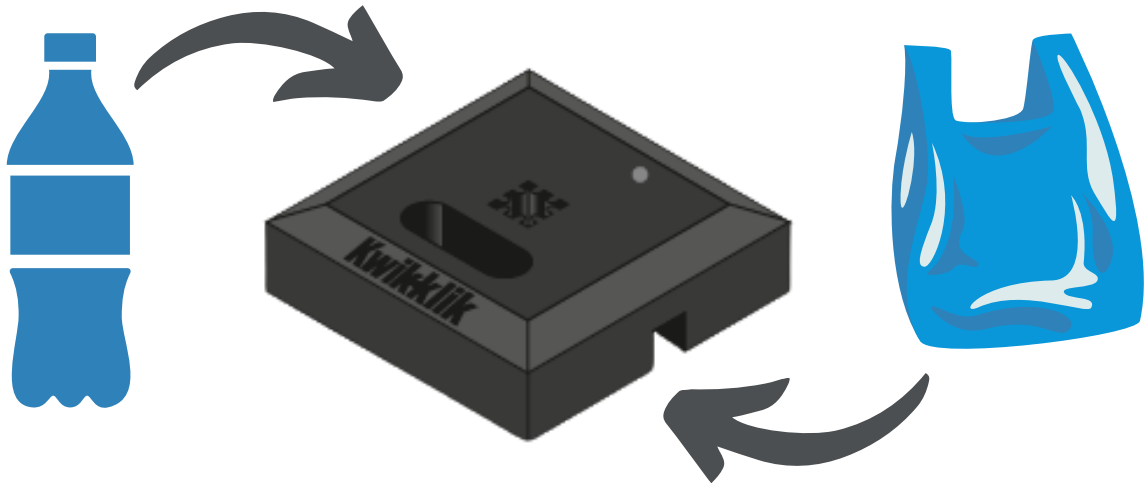
Sigma is in partnership with a signage company that endeavours to ensure all materials and production methods are as environmentally conscious as possible. Our supplier is conscious of environmentally sustainable production, sourcing materials that are recyclable, eco-friendly to produce, and lightweight to transport, thus reducing transport emissions.

Using fluted polypropylene foamex alternatives that are fully recyclable and extremely lightweight to reduce transport emissions. Akyboard is a premium lightweight product which is stronger than correx and 100% recyclable which is made from polypropylene and is 100% recyclable.



All plastic components are produced using fully recyclable material.

The freestanding weights are manufactured from 100% post-consumer waste (e.g. plastic bags, plastic bottles, etc.). All components are reused and are 100% recyclable after many years of use, meaning zero waste to landfill is generated.



100% recyclable hoardings is used across all of our external and internal sites.

Sigma has arranged various charity awareness and fundraising events, including dragon boat races, tombolas, and raffles!

**£1,000+** raised to date



## The Hope Centre, Trinity Mission - Sigma's dedicated charity.

After month's of preparation, we were looking forward to delivering our Sigma One Event to our colleagues, with approximately 200 confirmed attendees. Unfortunately, due to the unprecedented adverse weather which took place and a snowstorm bringing the country to a halt in March this year, the decision was made to postpone the event.

This meant the food, which had been pre-ordered for the One Event, would have gone to waste. This did not seem right and so, the SLT in consultation with our colleagues, took the decision to provide the food to those who are vulnerable in the local community, as well as the elderly, who need the support the most, particularly during adverse weather and due to cost of living increases.

The food was donated in good faith to a non-profit organisation called Hope Centre Trinity Mission, which has fully equipped kitchens and supports the vulnerable, those with mental health issues, and the disadvantaged in the local community. The food was distributed to those in need free of charge.

As part of our social value journey and commitment to supporting local charities, through consultation with our colleague board, we now recognise the Hope Centre as Sigma's dedicated charity and will be doing further work with them to support those who need it the most.




## Diabetes Awareness

Diabetes is a hidden epidemic that continues to rise, with 700 people a day diagnosed with type 2 diabetes in the UK. To increase awareness and help reduce the risk of diabetes, Sigma teamed up with The Diabetes Safety Organisation, which put together eight fantastic ways to cut down on fatty and sugar-filled food with our #oneless challenge.

Following on from our “One Less Campaign” and signing up to the Diabetes Safety Organisation Charter, several of Sigma colleagues, including first aiders and mental health first aiders, attended a Webinar on diabetes awareness.

Further training is also being provided to our first aider and mental health first aider teams on our recently installed hypo boxes, which are now in place alongside our defibrillators across our facilities.





**One Less Challenge**  
#havejustoneless

# ONE LESS SUGAR

**Take The One Less Challenge**  
Having just one less of something soon adds up. Sugar in your drinks is a hidden danger! Even one single spoon less in each drink will improve your health.

# ONE LESS DRINK

**Take The One Less Challenge**  
Having just one less of something soon adds up. Alcohol can be fun but too much too often is dangerous! Having just one less will help improve your bodies inner health.

# ONE LESS SLICE

**Take The One Less Challenge**  
Having just one less of something soon adds up. Bread is highly processed giving our bodies less nourishment. Try one less slice of bread with your meals.

Find out more about our challenge [www.onelesschallenge.com](http://www.onelesschallenge.com)





**One Less Challenge**  
#havejustoneless

## ONE LESS READY MEAL

**Take The One Less Challenge**  
Having just one less of something soon adds up. Ready meals contain twice as much sugar as a can of pop! Think how having one less ready meal can improve your health.

Find out more about our challenge [www.onelesschallenge.com](http://www.onelesschallenge.com)





**One Less Challenge**  
#havejustoneless

## ONE LESS CAN

**Take The One Less Challenge**  
Having just one less of something soon adds up. One can of fizzy pop contains 8 spoons of sugar! Having one less can will help with your dental health too.

Find out more about our challenge [www.onelesschallenge.com](http://www.onelesschallenge.com)





**One Less Challenge**  
#havejustoneless

## ONE LESS SPOON

**Take The One Less Challenge**  
Having just one less of something soon adds up. We're all guilty of the extra spoonful! Having one less rather than one more really makes a difference.

Find out more about our challenge [www.onelesschallenge.com](http://www.onelesschallenge.com)



## Lighthouse Club Charity

To show our support and commitment improving mental health and wellbeing we have signed up and become a recognised Company Supporter of the Lighthouse Club.

The Lighthouse Club is 100% focussed on improving the welfare and wellbeing of the construction community in the UK and Ireland. It has developed a significant portfolio of services to help companies deliver the best possible support to their workforce and their families.

In reigniting the mental health and wellbeing message we started over three years ago. Sigma are joining as a Company Supporter and assisting the Lighthouse Club on their mission to reduce construction industry suicides and improve workforce welfare and wellbeing for this generation and the next.

We believe that no worker or their family should be alone in a crisis. We know that improving people's welfare and wellbeing can prevent them from reaching a crisis point.



Helpline   
UK 0345 605 1956  
ROI 1800 939 122

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Text **HARDHAT** to  
UK 85258 or ROI 50808



**Coaching of a local gymnastics club...**

**“One of the things I do to relax outside of work is coaching trampolining. It’s an activity that takes complete focus so I can’t be worrying about what’s going on outside the lesson when trying to catch a somersault! It’s also great to interact with the kids and find out what’s been doing on in their day. We get some great stories and it gives you a warm fuzzy feeling when they are bursting to tell you something they are really proud of. The club provides lessons for a wide range of ages and abilities and being able to build a supportive community gives me a real sense of pride.”**

**Exercise is ‘me time’...**

**“Outside of work, I enjoy long walks with the dogs, training to reach a new personal best at CrossFit, running, and spending time at the driving range or golf course. Spending time in the outdoors is a great way to relax and recharge.”**

**A brisk walk to blow away the cobwebs...**

**“My way to relax and switch off is walking, this ranges from walks on the canal to a walk in the park with my two sons, which helps to increase mental alertness, energy and a positive mood.”**

## College engagement days with the students of Castleford College

As part of Sigma's commitment and drive to provide apprenticeships, work placements and T-Levels opportunities we are partnering with Castleford, Selby and Wakefield Colleges and the Heart of Yorkshire Education Group, who share our vision for providing placements for students to obtain the necessary skills within the built / retail warehouse environment.

We have been collaborating on several initiatives and over the coming months and year, with the support of our teams, will hopefully be providing career opportunities for young people in the local area.

Castleford College is just starting its journey and the timing / partnering with Sigma could not have been more ideal as we look to better educate young people about the potential opportunities for growth within our business.



## Sigma Colleague One Event

By representing the interest of every colleague and upholding our Group Values, we hope to make Sigma a fantastic place in which to work. With this in mind, the Sigma One Event was aimed at delivering our mission and vision, the future direction of the company, client summary and key headlines, risks, threats and opportunities to our team, with an introduction to Gondola Pro and the added value they bring to our end-to-end proposition to clients. Colleagues got to become CEO for the day and were asked what they would change / do differently with overall positive feedback received from the event.





## The Rotary Dragon Boat Race for The Hope Centre, Trinity Mission

On 8th July 2023, Sigma and Gondola Pro took part at the Rotary Dragon Boat Race at Pugney's Country Park, located in the heart of Wakefield.

Colleagues were invited bring their families for a fun day out, including including hot breakfast baps and a BBQ lunch, tombola and other exciting events around the park.

Some Sigma colleagues, wearing fantastic costumes, took part in the dragon boat race, together raising over £750 for The Hope Centre at Trinity Mission.



## Care Boxes

We offer care boxes, which include feminine hygiene products, deodorants, wipes, and sprays, in our toilet facilities at all Sigma sites.

## Battery Boxes

Battery boxes are placed at all Sigma sites to recycle batteries.

## Water Coolers

Water coolers, with fresh, cold water which is topped up daily, are available for colleagues and clients to drink.

## Free Fresh Fruit

Boxes of fresh fruit are delivered to all Sigma sites each week to help encourage colleagues to eat their five a day and maintain a healthy diet.

## The Clothing Bank

Sigma supports The Clothing Bank and has donated 110 bags of clothes to the charity.





**Sigma delivered over 20 laptops to St George's Crypt in Leeds. The Crypt provides an award-winning 24/7 emergency accommodation for people who are homeless or sleeping rough. The laptops are to be used by the Growing Room's drug and alcohol rehabilitation clients as a means of digital inclusivity, and to upskill and train in the basics, like setting up email addresses, accessing GP services, understanding the benefits of the system, developing CVs and providing job readiness skills.**

**Welcome**  
to St George's



## CASE STUDY

# Refurbishing Asda With Minimal Noise or Disruption

Client – Asda

Location – Hounslow, UK

## The Project Scope

Asda Hounslow is an unusual superstore in that it is one of several businesses located on the ground floor of the Blenheim Centre, a high-rise, residential building containing a large number of apartments. Carrying out major refurbishment work at the store would, therefore, need to avoid causing disturbance or inconvenience to the Blenheim Centre's many residents.

Noise generated at previous schemes on the site had caused problems for residents and they had complained to environmental health. This caused friction with residents and disrupted the running and delivery of those projects. Asda wanted to ensure that this refurbishment did not cause such issues and chose Sigma, a trusted partner that has delivered GNFR equipment management and construction and contract works to the company for over 20 years, to undertake the refurbishment, ensuring that work was carried out with minimal noise pollution and disruption.

## The Challenge

The nature of Asda's brief presented a number of challenges. The primary challenge was that, to avoid disruption to the store and to enable customers to continue shopping, refurbishment works needed to take place after the store closed at midnight. While this is not an issue in most refurbishment projects, in this case, it meant that work would take place while residents were asleep, increasing the likelihood that even quiet noise would be a disturbance.



This raised several other challenges:

- The ceiling height of the superstore meant contractors would have to use mobile elevated work platforms (MEWPs) to carry out their tasks. Health and safety regulations require these to use pitched tonal alarms when moving around to alert others in the area and prevent accidents. A way was needed to comply with the health and safety regulations without the bleeping noise disturbing the residents.
- The project also required the use of drills to install new LED lighting and the operation of a long-running saw, both of which would generate loud noise.
- During the middle of the night, with little other background noise, even general working noise had the potential to cause issues with residents.

## The Solution

Sigma's solution was to develop a multi-collaborative approach, involving Sigma, Asda, Blenheim Centre residents, subcontractors and suppliers, together with the local environmental health department (the enforcing authority for noise pollution) and specialist noise consultants, RVT Group. A Sigma engineer was placed in control of operations to ensure that challenges were consistently being addressed.

## Key Objectives

1. Eradicating MEWP noise
2. Continually monitoring noise
3. Liaising with residents
4. Continual noise monitoring

The local environmental health team was included as stakeholders, provided with all the factual evidence and was aware of the proactive actions being taken by Sigma. This helped ensure any legal obstacles were overcome before the project commenced. With Sigma keeping noise levels low and communicating effectively with residents, Asda was able to maintain its positive relationship with the Blenheim Centre community, many of whom are also its customers.



CASE STUDY

# M&S IMPROVED SHOPPING EXPERIENCE FOR CUSTOMERS

Client – M&S

Location – Moortown, UK

## The Project Scope

To improve the shopping experience for its customers, M&S tasked Sigma with the complete top-to-bottom transformation of its Leeds, Moortown store. With the aim of making the shopping experience convenient and inspirational, M&S requested the addition of various new in-store features.

The Sigma team was required to manage all aspects of the transformation, from stripping the space from floor to ceiling, to the complete redesign and fit-out, and was given six weeks to complete the turnkey project. M&S assigned an additional week for restocking the store, meaning that the project had to be completed on time.

With the store remaining operational during the day for the first three weeks, the Sigma team was only able to work at night. Consequently, the bulk of the work had to be completed within the final three weeks, which is where M&S trusted the Sigma team's experience and ability to work quickly, efficiently, and to the highest standard.

## The Challenge

This project required a complete strip-out, a full retail space redesign with the addition of new in-store features, and an overhaul of the HVAC system, amongst others – all for completion before the store's reopening deadline.

In order to increase retail space and improve the internal layout, and before the installation of new features could commence, a complete strip-out was needed. This included the removal of the old bakery and deli, as well as the floor, leaving Sigma with a blank canvas.

The team had to work to an ambitious schedule to complete the project on time. To ensure this could happen, a collaborative approach was adopted involving M&S and the Sigma teams working on the project. The approach made sure all stakeholders were kept up to date about the planning and delivery of the project, enabling schedules to be coordinated.

## Sustainability

Sigma and M&S have shared values concerning sustainability and are committed to making a difference. In line with both companies' sustainability policies, the team wanted to reduce the project's environmental impact by using renewable and recyclable resources wherever possible, as well as through effective waste management and recycling. For this project, Sigma met these objectives, carrying out effective waste management and recycling during the project, achieving its zero waste to landfill goal.

## The Solution

Following a complete transformation, the M&S Moortown store is now able to better meet the needs of customers.

The Sigma team's unrivalled expertise in delivering to the most demanding of schedules without compromising on quality meant that the transformation of the store was achieved on time, within budget, and to the highest of standards.

Everyone at Sigma is extremely proud of the success achieved in transforming the store and of the benefits it will bring to M&S and its customers.

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time to change  
champion  
Helping to not just build, but build better.