

# Bakkavor Holbeach Pizza – Environmental Management System

## Stake Holders & Interested Parties Document

No:	Stakeholders & Interested Parties	Needs/Expectations	Power/Interest (Rank)	Objectives (SMART)
1	CCA	Expects Holbeach Pizza to reduce its carbon footprint year on year in line with government set targets.	High	<p>To reduce the site carbon footprint in line with government set targets.</p> <p>This will be achieved by continues monitoring of utility usage and the development of an Energy Reduction program.</p> <p>Success will be measured by compliance to set targets</p>
2	Environmental Agency	<p>Expects Holbeach Pizza to consider the local environment during all activities.</p> <p>Special consideration should be given to F gas emissions, discharge consents, Utility usage and the production of waste materials.</p>	High	<p>To ensure compliance with current Legislation and to work within agreed discharge consents.</p> <p>This will be achieved by the constant tracking and monitoring of systems to ensure targets and objectives are met.</p> <p>Success will be measured by zero environmental breached.</p>
3	HSE	<p>Expects Holbeach Pizza to maintain a safe place of work by complying with current legislation.</p> <p>Health &amp; Safety at Work Act 1974 DSEAR COSHH</p>	High	<p>To ensure a safe place of work through the provision of information, instruction, training, and supervision.</p> <p>This will be achieved by monitoring all training via the Bakkavor Training System in order that gaps are spotted early and closed out effectively.</p> <p>Success will be measured by maintaining +95% compliance on training.</p>

Ref:	Issue No:	Issued By:	Date of Issue:	
EMS-Scope	1	Kevin Isaac SHE Manger	24/10/2018 Last Reviewed: 31/01/2020	Page 1 of 6

# Bakkavor Holbeach Pizza – Environmental Management System

4	<b>Group Technical</b>	Expects Holbeach Pizza to be Audit ready at all times.	High	<p>Holbeach Pizza will be audit ready at all times.</p> <p>This will be achieved by constant self-auditing by the site Technical department against strict standards, with the immediate close out of identified non-conformances.</p> <p>Success will be measured by the maintenance of Green standard in the Group Technical unannounced audits.</p>
5	<b>Customers</b>	Expects Holbeach Pizza to deliver quality product on time and to set Food Safety Standards.	Medium	<p>To always provide expected quality product on time.</p> <p>This will be achieved by effective planning and management control.</p> <p>Success will be measured by maintaining + 99% compliance with delivery targets.</p>
6	<b>End User</b>	Expects to receive a product fit for human consumption with minimal waste packaging.	High	<p>To ensure that all end users receive a product that is fit for purpose.</p> <p>This will be achieved by ensuring that the product is correctly stored during transportation and storage.</p> <p>Success will be measured by the number of customer complaints received from store.</p>

Ref:	Issue No:	Issued By:	Date of Issue: 24/10/2018	
EMS-Scope	1	Kevin Isaac SHE Manger	Last Reviewed: 31/01/2020	Page 2 of 6

# Bakkavor Holbeach Pizza – Environmental Management System

7	<b>Owners</b>	Expects Holbeach Pizza to provide a safe place of work and produce a food safe product in order to return a profit.	High	<p>To provide a safe place of work that produces quality product with good profit margins.</p> <p>This will be achieved by adopting a safety management system, ensuring high levels of food safety through quality auditing, purchasing raw materials from reputable suppliers, and producing in an efficient manner.</p> <p>Success will be measured by Group audit programs, and the level of annual profits and shareholder returns.</p>
8	<b>Share Holders</b>	Expect Holbeach Pizza to return 15% profit on their investment.	Medium	<p>To provide a safe place of work that produces quality product with good profit margins.</p> <p>This will be achieved by adopting a safety management system, ensuring high levels of food safety through quality auditing, purchasing raw materials from reputable suppliers, and producing in an efficient manner.</p> <p>Success will be measured by level of annual profits and shareholder returns.</p>
9	<b>Local Community</b>	Expects Holbeach Pizza to respect the environment of the local community by not impacting on the local ecosystems.	Medium	<p>To ensure that Holbeach Pizza is respected within the local community as a successful and environmentally friendly business that cares for the community and local and global eco systems.</p> <p>Success will be achieved by engaging with the local community in litter picking, working with local charity organisations, and working within our Environmental Agency discharge permits.</p>

Ref:	Issue No:	Issued By:	Date of Issue:	
EMS-Scope	1	Kevin Isaac SHE Manger	24/10/2018	
			Last Reviewed:	Page 3 of 6
			31/01/2020	

# Bakkavor Holbeach Pizza – Environmental Management System

10	<b>Trade Union</b>	Expects Holbeach Pizza to provide sustainable employment for its members while causing minimal impact on the local environment.	Medium	<p>To ensure that the trade union is consulted in all matters that have an impact on terms and conditions of trade union members.</p> <p>This will be achieved by holding regular meetings with the trade union and consulting them before any major changes to plant or equipment.</p> <p>Success will be measured by the quality of the relationship between trade union representatives and the factory management team.</p>
11	<b>Employees</b>	Expects Holbeach Pizza to provide sustainable employment for its members while causing minimal impact on the local environment.	Medium	<p>To ensure that the business remains competitive within the market place, and attractive to the local employment pool, whilst maintaining a good environmental performance.</p> <p>This will be achieved by benchmarking Holbeach Pizza against other local businesses on subjects such as salary, Health, Safety, and Environmental performance.</p> <p>Success will be measured by the ability to retain staff at all levels of the business.</p>

Ref:	Issue No:	Issued By:	Date of Issue:	
EMS-Scope	1	Kevin Isaac SHE Manger	24/10/2018 Last Reviewed: 31/01/2020	Page 4 of 6

# Bakkavor Holbeach Pizza – Environmental Management System

12	<b>Procurement</b>	Expects Suppliers to provide materials from a sustainable source, reducing the companies impact on the global environment.	Medium	<p>To ensure that all suppliers provide sustainable products that is sourced from reputable sources.</p> <p>This will be achieved by only using Group approved suppliers and auditing the purchase chain.</p> <p>Success will be measured by compliance to Group technical audit systems.</p>
13	<b>Sales</b>	Expects the customer/end user to dispose of waste in a responsible manner, re-using or recycling wherever possible.	Medium	<p>Ensure that customers and end users are educated in the best way to dispose of waste following use of products.</p> <p>This will be achieved by ensuring that relevant information is included on all packaging regarding suitability for recycling, and that packaging is made of recyclable materials whenever possible.</p>
14	<b>Emergency Services</b>	<p>Expects the company to provide adequate firefighting/prevention equipment in line with current legislation and current building regulations.</p> <p>There is also an expectation that the company will have adequate First Aid cover for all shifts.</p>	High	<p>To ensure that all buildings are compliant with current legislation and building regulations in order to provide a safe place of work.</p> <p>This will be achieved by completing an annual Fire Risk assessment, DSEAR assessment, and First Aider assessment.</p> <p>Success will be measured by the close out of any actions identified during annual risk assessments.</p>

Ref:	Issue No:	Issued By:	Date of Issue:	
EMS-Scope	1	Kevin Isaac SHE Manger	24/10/2018 Last Reviewed: 31/01/2020	Page 5 of 6

# Bakkavor Holbeach Pizza – Environmental Management System

15	<b>Neighbours</b>	Expects the company to work in a way that does not impact on the local Environment & Eco System.	Medium	<p>To ensure that Holbeach Pizza works within current legislation and Environmental guidance.</p> <p>This will be achieved by adhering to the site Environmental Management System and remaining within the discharge consent as set by the Environmental Agency.</p> <p>Success will be measured by the level of contact received from neighbours and Enforcement Agencies.</p>
----	-------------------	--	--------	--

Ref:	Issue No:	Issued By:	Date of Issue:	
EMS-Scope	1	Kevin Isaac SHE Manger	24/10/2018	
			Last Reviewed:	Page 6 of 6
			31/01/2020	