

Section 172(1) of Companies Act 2006

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The directors of the Company, as those of all UK companies, must act in accordance with a set of general duties. These duties are detailed in section 172 of the UK Companies Act 2006 which is summarised as follows:

'A director of a company must act in the way he considers, in good faith, would be most likely to promote the success of the company for the benefit of its members as a whole, and in doing so have regard (amongst other matters) to:

- The likely consequences of any decision in the long term,
- The interests of the company's employees,
- The need to foster the company's business relationships with suppliers, customers and others,
- The impact of the company's operations on the community and the environment,
- The desirability of the company maintaining a reputation for high standards of business conduct, and
- The need to act fairly as between members of the company.

As part of their induction, a director is briefed on their duties and they can access professional advice on these, either from the Company Secretary or, if they judge it necessary, from an independent advisor. It is important to recognise that in a large organisation such as ours, the Directors fulfil their duties partly through a governance framework that delegates day-to-day decision-making to employees of the Company.

RISK MANAGEMENT

We provide business services to our clients within the public and private sectors. As we grow, our business and our risk environment also become more complex. It is therefore vital that we effectively identify, evaluate, manage and mitigate the risks we face, and that we continue to evolve our approach to risk management. We perform regular product and market analysis to assess the sustainability and develop our product portfolio. We monitor the financials with regular budgeting, forecasting and monthly management accounts. The directors and senior management team have regular meetings to review all aspects of the business. The directors keep a close eye on any new laws & regulations and have access to a range of experts eg Legal, Health & Safety, Property Advisors & Auditors to ensure we implement measures to meet any new requirements.

OUR PEOPLE

The Company is committed to be a responsible employer, we have regular performance reviews with all our employees to manage and develop their potential. Our human resources department make regular assessments of fair & equal pay and we have grade structures in place to reward strong performers. We offer our employees a full range of flexible benefits and will accommodate flexible working practices.

We have a whistleblowing policy and procedures to ensure employees have the company's support to make disclosures about possible wrong doings. The Company encourages the involvement of employees by means of in-house newsletters, intranet, briefing and focus groups.

BUSINESS RELATIONSHIPS

Our strategy prioritises organic growth, driven by cross-selling and up-selling services to existing clients and bringing new clients into the company. To do this, we need to develop and maintain strong client relationships. We value all our suppliers and have multi-year relationships with our key suppliers.

PARENT SHAREHOLDING

Two of our Directors' are also Directors' of the parent company, Sharp Electronics (Europe) Limited and we are in regular consultation with senior European and Japanese management. We report our Financial Performance on a monthly, quarterly and annual basis within strict reporting templates on a timely basis. We are subject to regular Internal Audits from representatives of Sharp Corporation (Japan).

COMMUNITY AND ENVIRONMENT

The Company's approach is to use our position of strength to create positive change for the people and communities with which we interact. We want to leverage our expertise and enable colleagues to support communities around us through our CSR "Corporate Social responsibility". Sharp Business Systems UK PLC operates in regard to all EU and UK applicable laws and relevant regulations. Sharp Corporation has implemented a worldwide strategy focusing on the importance of protecting the environment and commits the Corporation to minimise the impact it and its products have on the environment. SECR (streamlined energy carbon reporting) is included within our parent company's annual report, this sets out the company's ongoing efforts to reduce its carbon footprint.