



Understand where your business stands,
recognise what you are already doing and
build a clear path forward

CSR-A Responsible Business Maturity Audit

Ensure your organisation is environmentally and socially compliant



CSR-A Responsible Business Maturity Audit

Many SMEs are already delivering positive environmental and social impact but may not be recording, measuring or communicating it.

Sustainability can often feel complicated, time-consuming and full of unfamiliar terminology. The CSR-A Responsible Business Audit provides a simple, supportive way to understand your current position and identify practical next steps, while addressing your social value, CSR, ESG, sustainability and compliance commitments.

Ensure your organisation is environmentally and socially compliant

Many SMEs want to improve their environmental and social impact but are unsure where to begin.

Using the CSR-A Four Pillars of Environment, Workplace, Community and Philanthropy, we help you gather the information you already have, recognise positive activity and create a realistic roadmap for improvement. A perfect way to address compliance and risk mitigation.

The process is designed specifically for SMEs. It is straightforward, proportionate and non-intimidating.

A practical sustainability starting point

The Responsible Business Maturity Audit helps your organisation answer five simple questions:

- **What are we already doing?**
- **What positive impact are we creating?**
- **What evidence and data do we have?**
- **Where are the main gaps?**
- **What should we do next?**

The CSR-A framework provides a structure that helps organisations identify, categorise and measure their environmental and socially responsible activity. It can also provide a foundation for future planning, accreditation and impact reporting.



UK Compliance and the CSR-A Four Pillars

Compliance is the baseline. **Impact is the goal.**

The CSR-A Four Pillars — Environment, Workplace, Community and Philanthropy provide a clear framework for demonstrating responsible business practice. Legal compliance is the starting point. CSR-A Accreditation then looks at what an organisation does beyond compliance and the measurable difference it creates.

Environment

Relevant compliance may include waste, pollution, energy, carbon reporting, packaging, biodiversity and environmental permitting.

Beyond compliance: carbon reduction, renewable energy, waste prevention, biodiversity, sustainable travel and net-zero planning.

Workplace

Core responsibilities include health and safety, employment rights, equality, pay, working time, pensions, wellbeing and data protection.

Beyond compliance: fair pay, inclusion, employee development, flexible working, wellbeing and engagement.

Why choose a Sustainability Maturity Audit?

Simple

A clear process without unnecessary complexity or jargon.

Supportive

We guide your team through each stage and answer questions along the way.

Proportionate

The review reflects your organisation's size and resources.

Community

Relevant areas include safeguarding, equality, data protection, responsible procurement, modern slavery and social value.

Beyond compliance: local jobs, apprenticeships, skills, community partnerships, local procurement and volunteering.

Philanthropy

Where organisations fundraise, donate or volunteer, good governance, transparency and appropriate controls are essential.

Beyond compliance: charitable giving, matched funding, volunteering, pro-bono support and long-term partnerships.

Practical

Recommendations are clear, prioritised and achievable.

Positive

The process recognises what you are already doing well.

Forward-looking

The roadmap helps you plan realistic future improvements.

Valuable

The work can contribute towards CSR Accreditation, tender responses and future impact reporting.

From Compliance to Leadership

Compliance – meeting legal responsibilities

Good Practice – going beyond minimum requirements

Impact – demonstrating measurable outcomes

Leadership – creating sustained positive change

A holistic **framework** that provides a **standard** for **environmental & social responsibility** reporting.

We believe that social responsibility should be for every organisation whatever its size. Making social value an intrinsic part of an organisation's culture improves the quality of lives, providing purpose and impact for stakeholders that helps to ensure a sustainable and profitable business.

How the process works

Step One: Briefing and online workshop

We begin with a virtual workshop involving the people who will contribute to the review.

During the session, we will:

- Introduce the CSR-A Four Pillars
- Explain the maturity audit process
- Show participants how to use the CSR-A resources
- Identify relevant information and evidence
- Agree responsibilities
- Set a realistic timetable
- Answer questions and provide reassurance

The workshop normally lasts between 90 minutes and two hours. No previous sustainability experience is required.

Step Two: Gather your baseline information

Following the workshop, your team will use the CSR-A Sustainability Benchmarking Toolkit and Accreditation Guidance to gather existing information.

The toolkit asks four straightforward questions:

1. What are we already doing?
2. What are we doing that is not shown on the activity lists?
3. What could we be doing better?
4. What else could we be doing?

You may gather information such as:

- Policies
- Energy and fuel data
- Waste information
- Training information
- Employee feedback
- Community partnerships
- Charity activity
- Supplier information
- Testimonials
- Photographs
- Certifications
- Previous reports

You will not be expected to create unnecessary new paperwork. The purpose is to bring together what already exists and identify what may be missing.

The CSR-A Audit is endorsed by Buckinghamshire New University (BNU). The CSR-A Training course is endorsed by The Institute of Administrative Management (IAM).



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A **vision** of sustainability

Whether you are taking your first steps or have established environmental and social responsibility credentials, CSR-A provides the tools and expertise to help your organisation show what good looks like.

Step Three: CSR-A review

Once the information has been submitted, CSR-A will review your activity and evidence across the Four Pillars.

We will consider:

- Current strengths
- Existing policies and activity
- Quality of evidence
- Measurement and reporting
- Leadership and ownership
- Staff and stakeholder engagement
- Gaps and opportunities
- Practical priorities
- Readiness for CSR Accreditation

Each pillar will receive a simple maturity rating.

The rating is designed to provide direction, not judgement.

Step Four: Roadmap report and recommendations

CSR-A will produce a clear Sustainability Maturity Report based on the information provided.

The report will identify:

- What you are already doing well
- Where evidence or data could be improved
- Practical areas for development
- Recommended priorities
- Suggested measures and KPIs
- Opportunities to progress towards accreditation
- Content that could support a future Social Impact Report

Recommendations will be divided into three manageable stages.

First 90 days

Quick wins and immediate priorities.

3 to 12 months

Actions that will build structure, consistency and measurement.

12 to 24 months

Longer-term ambitions and opportunities.

The report will normally contain no more than 12 to 15 priority recommendations, helping your organisation remain focused on achievable actions.

Maturity Rating Level: What it means

Starting	Limited formal activity or evidence
Developing	Positive activity exists but may be informal
Established	Activity is structured, evidenced and measured
Leading	Activity is embedded and delivered

The audit will help you address...

POLICY, PROCEDURE & STRATEGY	GOVERNANCE & REPORTING				
		ENVIRONMENT	WORKPLACE	COMMUNITY	PHILANTHROPY
Environmental & Social Responsibility Policy		✓	✓	✓	✓
Environment Social Governance - ESG Compliance		✓	✓	✓	
Sustainable Development Goals - SDG Alignment		✓	✓	✓	✓
Net Zero Strategy & Planning		✓	✓		
Carbon Reduction Plan		✓	✓	✓	
Non-Financial Disclosure Reporting		✓	✓	✓	✓
Corporate Sustainability Reporting Directive - CSRD		✓	✓		
Social Value Planning			✓	✓	✓
Tendering		✓	✓	✓	✓
Staff Engagment & Retention		✓	✓	✓	✓
Recruitment - Attract Talent		✓	✓	✓	✓
Sustainability Priorties		✓	✓		
Environmental & Social Imact Reporting		✓	✓	✓	✓
Supply Chain Management		✓	✓	✓	✓
Risk Management		✓	✓	✓	✓
Biodiversity Net Gain		✓			

CSR-A provides tools and services to support your organisation with learning, measurement, validation and communication of all your environmental and social responsibility initiatives.

The **CSR-A Responsible Business Maturity Audit** helps you bring that activity together, understand its impact and decide what to do next.

Start with what you already have. You do not need to have all the answers. You do not need a large sustainability team. You do not need to address everything at once. You simply need a clear starting point and a practical plan.

Recognise your progress. Understand your impact. Build your roadmap.

What you will receive

- The standard Sustainability Maturity Audit includes:
- Pre-workshop briefing
- Virtual kick-off workshop
- CSR-A Sustainability Benchmarking Toolkit
- Baseline data-gathering template
- Support during the information-gathering stage
- Review of submitted data and evidence
- Four Pillar maturity assessment
- Carbon and net-zero readiness review
- Workplace, recruitment and retention review
- Community and philanthropy review
- Sustainability Maturity Report
- 90-day action plan
- 12 to 24-month roadmap
- Suggested KPI dashboard
- Accreditation readiness summary
- Virtual presentation of the findings

Supporting future accreditation

The Sustainability Maturity Audit is not the same as full CSR Accreditation.

However, the work completed can make an important contribution towards a future application by helping your organisation:

- Organise activity under the Four Pillars
- Gather supporting evidence
- Identify measurable impacts
- Develop policies and targets
- Address gaps
- Improve reporting
- Prepare stronger application content

The process can also create valuable source material for a future Social Impact Report.

CSR-A guidance recommends that organisations gather and categorise information from relevant colleagues and departments, identify evidence and use the process as the groundwork for ongoing policy and impact reporting.

Packages start at:

Small Responsible Business Maturity Audit (1 -20 employees)	£1,250.00
Medium Responsible Business Maturity Audit (21 -150 employees)	£2,250.00
Large Responsible Business Maturity Audit (151 - 250) employees)	£3,250.00

Contact us now to book a call:

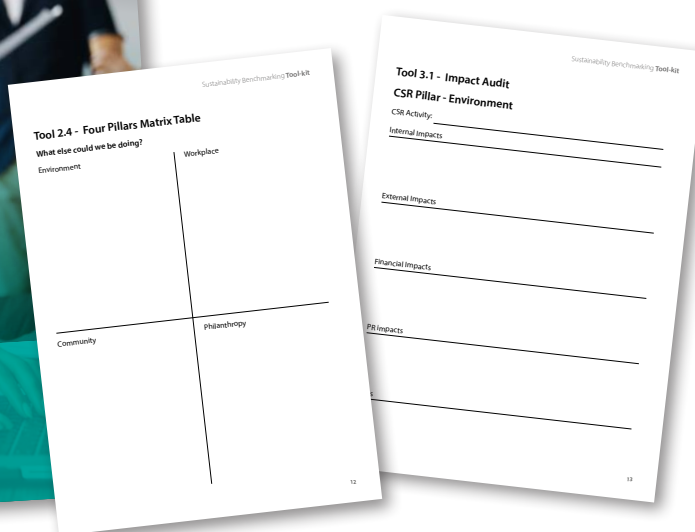
Email: info@csr-accreditation.co.uk

Call: 01494 444494 or 07831 857332

Download our vital 'Get Started Tool-kit' for free



This tool-kit is designed to provide the inspiration and information required to prepare you for both audit and accreditation application. Tool set 1 is a thought prompting breakdown of activities in our Four Pillars framework. Tool set 2 and 3 are matrix tables and impact audit sheets to identify and measure your activity and achievements to date. Tool set 4 is an application crib section to familiarise you with our application form prior to applying online. It is provided as an interactive PDF in which you can record and save your information.



Online Roadmap

Complete our interactive survey which is designed to give you an indicator of your current level of engagement in sustainability policy and initiatives.



Register Free Now

Registration is free and provides you with our essential Guidance for Accreditation document and automatically subscribes you to our newsletter.



Associate Membership

By making a small financial commitment upfront (just 10% of your overall accreditation application fee) you can immediately begin enjoying benefits.



Demonstrate your commitment now and become a **sustainability leader**



T: +44 (0) 1494 444494
W: www.csr-accreditation.co.uk
E: info@csr-accreditation.co.uk

