

Modern Slavery Policy

General Statements of Policy

Allan Joyce Architects are following the United Nations Sustainable Development Goals, are a RIBA Chartered Architectural Practice and are signed up to the RIBA Climate Challenge 2030. These supplier Codes of Conduct sets out the core values and behaviour for all members of staff, subcontractors and members of our supply chain based on these charters.

Allan Joyce Architects is an independent business wholly owned by the directors and not part of a larger group. We do collaborate with like-minded owner managed businesses. Our employees are all paid in excess of the minimum / living wage and we have a culture of supporting staff development and internal promotion. We expect all staff to follow the ethical behaviours set out in the Nolan Principles. These are: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Modern slavery is a crime under “The Modern Day Slavery Act 2015” and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain.

Allan Joyce Architects has a zero-tolerance approach to modern slavery and is committed to acting ethically and with controls to take steps to ensure modern slavery is not taking place anywhere in its own business or in any of its supply chains.

1. Scope of Policy

- 1.1 This policy applies to all persons working for Allan Joyce Architects or on its behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, third-party representatives and business partners. It does not form part of any employee's contract of employment and may amend it at any time.
- 1.2 The Director of HR as the compliance officer under this policy, has primary and day-to-day responsibility for implementing this policy. The Practice Manager has responsibility for monitoring its use and effectiveness and dealing with any queries about it.
- 1.3 Management at all levels are responsible for ensuring those reporting to them are made aware of this policy and attend relevant training on modern slavery in supply chains.

2. Compliance with the Policy

You must ensure that you read, understand and comply with this policy.

- 2.1 The prevention, detection and reporting of modern slavery in any part of our business or supply chains is the responsibility of all those working for us or under our control. You are required to avoid any activity that might lead to, or suggest, a breach of this policy.
- 2.2 You are encouraged to raise concerns about any issue or suspicion of modern slavery in any parts of our business or supply chains at any level of supply at the earliest

possible stage. You must notify the Director of HR as soon as possible if you believe or suspect that a conflict with this policy has occurred, or may occur in the future.

- 2.3 If you are unsure about whether a particular act, the treatment of workers more generally, or their working conditions within any tier of our supply chains constitutes any of the various forms of modern slavery, raise it with the Director of Procurement.
- 2.4 We aim to encourage openness and will support anyone who raises genuine concerns in good faith under this policy, even if they turn out to be mistaken. We are committed to ensuring no one suffers any detrimental treatment as a result of reporting in good faith their suspicion that modern slavery of whatever form is or may be taking place in any part of our own business or in any of our supply chains. Detrimental treatment includes dismissal, disciplinary action, threats or other unfavourable treatment connected with raising a concern. If you believe that you have suffered any such treatment, you should inform the Director of HR immediately. If the matter is not remedied, and you are an employee, you should raise it formally using our Grievance Procedures.

3. Communication and Awareness of this Policy

- 3.1 Training on the risk our business faces from modern slavery in its supply chains, will be provided as necessary.
- 3.2 Our zero-tolerance approach to modern slavery should be communicated to all suppliers, contractors and business partners at the outset of our business relationship with them and reinforced as appropriate thereafter.

4. Breaches of this Policy

- 4.1 Any employee who breaches this policy may face disciplinary action, which could result in dismissal for misconduct or gross misconduct.
- 4.2 We may terminate our relationship with other individuals and organisations working on our behalf if they breach this policy.

5. Our Supply Chain

- 5.1 Statement - Allan Joyce Architects have considered their business practices and supply chain to assess the level of risk. We believe that the likelihood and severity of risk within a consultancy business such as ours is very low.

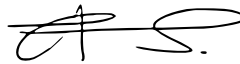
We have a Constructionline Accreditation and prefer to use sub consultants / contractors who are already registered with organisations such as Constructionline or CHAS. These organisations have, therefore, also satisfied their criteria in relation to the treatment of third parties and the existence of sound and appropriate systems.

Questions for successful registration include: staff recruitment, training, Equality/Human Rights and entitlement to work in the UK. We would never knowingly engage with third parties who act in contravention to the Modern Slavery Act

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- 5.2 Subcontractors - Allan Joyce Architects Ltd have a limited number of subcontractors who are working for us where we take on the role of Lead Consultant. All the businesses are based in the Midlands, United Kingdom. Generally, they are Engineering or Surveying consultancies. They have confirmed they also have a Modern Day Slavery Policy.
- 5.3 We do not outsource any of our services to companies outside the United Kingdom (UK).
- 5.4 Suppliers - Allan Joyce Architects Ltd have a limited number of suppliers who are providing general business sundries, based in Nottingham (UK). Generally, this is paper and drawing materials. These companies have confirmed they also have a Modern Day Slavery Policy.
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Updated 8th April 2025

Tricia Akers



Checked & distributed by

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