

# Kinleigh Limited

## Anti-slavery and human trafficking statement – June 2017

This statement is made on behalf of the KFH Group ("Group") in accordance with Section 54 of the Modern Slavery Act 2015 ('the Act') for the financial year ended 31 December 2016.

### Organisation structure

The Group has been at the heart of London property since 1977 providing a comprehensive range of property services across the Capital.

The Group is comprised of three independent companies. Kinleigh Limited is the parent company of the Group which includes Kinleigh Financial Services Limited and Kinleigh Folkard & Hayward Limited. The Group has over 750 employees and operates in the UK.

### Our business

We utilise our wide range of knowledge and expertise to deliver bespoke services for our clients. For buyers, sellers, landlords, tenants and investors we offer a comprehensive range of services to assist with every stage of the transaction, including; residential and commercial property sales and lettings, land and new homes marketing and sales, financial services, surveying, conveyancing, property management, relocation services, and block and estate management.

### Our approach

We are committed to acting ethically and with integrity in our business dealings and relationships, and to maintaining systems and controls designed to ensure modern slavery and human trafficking are not taking place in our business or across our supply chain.

Our values underpin our culture and how we do business. They are embedded throughout our business and set the parameters for how we expect our people to behave with their colleagues, clients and the wider business environment. We seek to treat everyone fairly and consistently, creating a workplace and business environment that is open, transparent and trusted.

### Our policies

We are committed to ensuring that there is no modern slavery, servitude and forced compulsory labour or human trafficking in our supply chains or in any part of our business. We have begun to develop an Anti-Slavery Policy to raise awareness and reinforce this commitment at all levels across the Group.

Our Whistleblowing Policy, available on our company intranet, provides a mechanism for our employees and others working in our supply chain to raise any concerns about suspected wrong doing or breaches of our policies or the law with confidence and without fear of reprisals.

## **Employment**

We have robust recruitment processes in line with UK employment laws, including: 'right to work' document checks; contracts of employment. We also have market-related pay and reward, which is reviewed annually.

On occasions where we use employment agencies, we only work with specified, reputable agencies to source employees.

## **Supply chain risk**

Our supply chains include: Contractors, Utility Providers, Professional Service Companies, Property Professionals, Institutional Investors, Builders and Developers, Corporate Landlords, Resident Management Companies and Right to Manage Companies.

We understand that our biggest exposure to modern slavery lies within our supply chains. We intend to take a risk based approach to reviewing supply chains that fall within industries that may carry a higher risk of modern day slavery.

## **Due diligence processes**

As part of our initiative to identify and mitigate risk, we carry out appropriate due diligence when engaging and working with suppliers, whilst also ensuring that the work undertaken is proportionate to the services provided and the risk involved.

## **Looking forward**

We are currently reviewing our internal processes to understand what further steps can be taken to ensure that our obligations under the Act are met and that our Anti-Slavery and Human Trafficking Policy, once live, is effectively implemented and complied with, so as to ensure that there is no slavery or human trafficking in any part of our business or supply chain. Some of the specific measures we are considering include:

- Finalising and implementing a Group Anti-Slavery and Human Trafficking Policy by 1 October 2017; and
- Developing an awareness programme. Throughout 2017 and 2018 we will raise awareness of modern slavery issues by circulating a series of emails to staff which explain the basic principles of the Act, how employees can identify and prevent slavery and human trafficking, what employees can do to flag it up and what external help is available.

This statement has been approved by the company's board on 28 June 2017 and signed by Paul Allerton (the company's, Group Finance Director). This statement and its objectives will be reviewed and updated as appropriate.

Signature:



Paul Allerton, Group Finance Director

Date:  
28 June 2017

Additional links:  
[www.modernslavery.co.uk](http://www.modernslavery.co.uk)  
[www.stronger2gethr.org](http://www.stronger2gethr.org)