



Appendix 1

YAS MODERN SLAVERY ACT 2015 – STATUTORY STATEMENT

Background

The Modern Slavery Bill was introduced into Parliament on 10 June 2014 and passed into UK law on 26 March 2015. The Modern Slavery Act makes provision to prohibit slavery, servitude and forced or compulsory labour and human trafficking and includes provision for the protection of victims.

A person commits an offence if:

- The person holds another person in slavery or servitude and the circumstances are such that the person knows or ought to know that the other person is held in slavery or servitude.
- The person requires another person to perform forced or compulsory labour and the circumstance are such that the person knows or ought to know that the other person is being required to perform forced or compulsory labour.

Organisational Structure

Yorkshire Ambulance Service NHS Trust serves a population of over five million people, covering an area of 5,000 square miles and employs nearly 5,000 staff and 1,000 volunteers. The Trust receives more than 800,000 emergency calls per year and 1.5 million calls to the non-emergency NHS 111 telephone service. The Trust also undertakes over one million patient transport service journeys across the region.

The Trust has an overall annual budget of around £250 million. The Trust is fully aware of the responsibilities it bears towards patients, employees and the local community and as such, has a strict set of ethical values that we use as guidance in conducting our commercial activities. We expect that all suppliers to the Trust adhere to the same ethical principles. The Trust has a non-pay budget of c £65m and approximately 730 suppliers.

Our Supply Chain

It is important to ensure that suppliers to the Trust have in place robust systems to ensure that their own staff and organisations, within their own supply chain, are fully compliant with the requirements of the Modern Slavery Act 2015.

In compliance with the consolidation of offences relating to trafficking and slavery within the Modern Slavery Act 2015, the Trust is currently reviewing its supply chains with a view to confirming that such behaviour is not taking place.

By the end of April 2017, the Trust's Procurement team will have made contact with each of its top 70 suppliers (which represent 80% of the Trust's non-pay spend) to request confirmation that they are compliant with the Act. As part of this communication, we will



issue the Supplier Code of Conduct. This incorporates all suppliers used across the organisation, inclusive of pharmaceutical suppliers.

Suppliers will be advised that, as part of the Trust's commitment to ensuring that we do not trade with organisations who do not meet the requirements of the Act, they will be required to provide a copy of their annual Modern Slavery Action Statutory Statement, where applicable, detailing actions undertaken to ensure they meet and enforce the requirements of the Act.

This will only apply to suppliers defined as a "commercial organisation" in accordance with the Act:

- Supplies goods and services
- Has a turnover of not less than £36m

The Trust's Procurement team is committed to raising awareness of these requirements with all suppliers by ensuring that all suppliers the Trust trades with are aware of our commitment to ensure compliance with the Act. This covers but is not limited to ensuring contracts entered into include:

- Warranties that comply with the Act.
- Indemnities for non-compliance
- The right for YAS to audit companies
- The rights to terminate for breach of the Act

When trading with new suppliers and prior to establishing the supplier on Trust systems, the supplier will be requested to confirm in writing that they are compliant with the Act.

All potential new suppliers will be issued with the Supplier Code prior to setting them up on our systems.

The Act is referred to in all tendering activity (as part of the mandatory questions required for all Public Sector procurements) undertaken by the Trust's Procurement team, which is managed centrally by the Procurement Department and Logistics. All suppliers are requested to issue a statement as part of their tender response regarding their compliance with the Act.

The Modern Slavery Act 2015 and the Supplier Code of Conduct will be published in a prominent place on the Trust's website in accordance with the requirements of the Act.

Our Trust

The Trust employs nearly 5,000 staff and the vast majority of these staff are employed either under pay, terms and conditions of service established nationally under Agenda for Change or Medical provisions. A small number of staff, which comprise the Trust Board and very senior managers, are employed under local pay, terms and conditions of service which are established by the Remuneration and Terms of Service Committee of the Board. We also have an apprenticeship scheme that is run in line with the Government initiative.



All staff are appointed subject to meeting the NHS Standards on Employment Checks which includes references, health checks, DBS checks, immigration checks and Identity checks. In addition, the Trust has a number of values and behaviours that staff are expected to comply with and all appointments are expected to demonstrate these attributes as part of the appointment process. This ensures that the Trust can be confident, before staff commence with the Trust, that we know some background about our staff and that they have a legal right to work for the Trust.

By adopting the national pay, terms and conditions of service, the Trust has the assurance that all staff will be treated fairly and will comply with the latest legislation. This includes the assurance that staff received, at least, the Minimum Living Wage from 1 April 2015.

The Trust has various employment policies and procedures in place designed to provide guidance and advice to staff and managers but to also comply with employment legislation. Every policy is impact assessed from an Equality and Diversity perspective. The impact assessment will be updated to include consideration of the Modern Slavery Act 2015.

The Trust has a specific Safeguarding Policy (Children, Young People and Adults at Risk) within which aspects of the Modern Slavery Act 2015 are captured, in order to safeguard people at risk. Therefore, a specific separate policy is not required. However, should the Trust become aware of any issue covered under the Modern Slavery Act, it would immediately report the matter to the Police and Social Care.

The Trust has an extensive training and development programme which is based on a minimum requirement to complete all statutory and mandatory training and other ad-hoc training which staff are required to undertake for their various roles. Training needs are identified through Individual Performance Development Reviews and a Personal Development Plan produced. Not all staff will require the same awareness and training but in relation to the Modern Slavery Act, all members of the Procurement team have undertaken relevant training, including an assessment. This will be repeated on an annual basis.

Yorkshire Ambulance Service recognises and acknowledges that Diversity and Inclusion is one of our key corporate social responsibilities. The Trust has a dedicated Diversity and Inclusion Unit, which will lead on the implementation and awareness of the policy in all our practices including recruitment and selection, policy and practice and community engagement and awareness.

The Trust's Diversity and Inclusion Strategy sets out the principles and actions by which we intend to achieve our newly-developed mandate of 'Embracing Diversity – Promoting Inclusivity' as well as meeting our legal and contractual obligations. We want to be an employer of choice for all staff and a provider of great care for patients and communities we serve. The strategy applies to everyone who visits, works, uses our services, patients and communities, regardless of race or ethnicity, sex, gender reassignment, disability, sexual orientation, age, religion or belief, pregnancy and maternity, socio-economic background and any other inappropriate distinction.



Yorkshire Ambulance Service

NHS Trust

This statement has received Trust Board approval.

Further information can be found by visiting: <https://modernslavery.co.uk/>



Appendix 2

MODERN SLAVERY ACT 2015 YAS SUPPLIER CODE OF CONDUCT

Background

The Modern Slavery Bill was introduced into Parliament on 10 June 2014 and passed into UK law on 26 March 2015. It addresses the crimes of holding another person in slavery, servitude, forced or compulsory labour or trafficking a person.

A person commits an offence if:

- The person holds another person in slavery or servitude and the circumstances are such that the person knows or ought to know that the other person is held in slavery or servitude.
- The person requires another person to perform forced or compulsory labour and the circumstance are such that the person knows or ought to know that the other person is being required to perform forced or compulsory labour.

Introduction

Yorkshire Ambulance Service NHS Trust serves a population of over five million people covering an area of 5,000 square miles and employs over 4,500 staff and 1,000 volunteers. The Trust receives over 800,000 emergency calls per year and over 1.5 million calls to the non-emergency NHS 111 telephone service. The Trust also undertakes over one million patient transport service journeys across the region.

The Trust has an overall annual budget of around £250 million.

The Trust is fully-aware of the responsibilities it has for patients, employees and the local community and, as such, has a strict set of ethical values that are used as guidance in the conducting of commercial activities. The Trust expects that all suppliers adhere to the same ethical principles, which have been set out within this Supplier Code of Conduct.

Laws and Ethical Standards

The supplier shall comply with all laws applicable to its business. It is expected that the supplier will support the principles of the United Nations Global Compact, the UN Universal Declarations of Human Rights and the International Labour Declaration on Fundamental Principles and Rights at Work 1998. These principles include:

Child Labour

The supplier employs no children under the age of 15. If national laws or regulations allow children between 13 and 15 years old to perform light work, such work is not permitted under any circumstances if it would hinder a minor from the completion of compulsory schooling or training or if the employment would be harmful to their health or development.



Forced Labour

The supplier will make no use of forced or compulsory labour.

Compensation and Working Hours

The supplier will comply with the respective national laws and regulations regarding working hours, wages and benefits.

Discrimination

The supplier does not discriminate on the basis of any protected characteristic.

Health and Safety

The Trust expects its suppliers to strive to implement the standards of occupational health and safety at a high level. The supplier will comply with applicable health and safety regulations and will provide a work environment that is safe and conducive to good health, in order to preserve the health of employees and prevent accidents, injuries and work-related illnesses.

Business Continuity and Planning

The supplier must be prepared for any disruptions of its business (such as natural disasters, terrorism, software viruses, illness, pandemic, infectious diseases.) Preparedness will include plans to protect employees and the environment as far as possible from the potential effects of disasters that arise within the domain of operations.

Improper Payments / Bribery

The supplier shall comply with international anti-bribery standards as stated in the United Nations Global Compact and local anti-corruption and bribery laws including The Bribery Act 2010. In particular, the supplier must not offer services, gifts or benefits to Trust employees in order to influence their conduct in any way that could be construed as being of benefit to the supplier. The Trust has a Standards of Business Conduct: Interests, Gifts and Hospitality Policy that is brought to the attention of all staff.

Environment

The supplier will comply with all applicable environmental laws, regulations and standards as well as to implement an effective system to identify and eliminate potential hazards to the environment. The Trust expects that the supplier will take climate protection into account in a way appropriate to their organisation, such as through the setting of their own climate protection objectives.

Sub-Contractors and Partners

The supplier will communicate the principles stated above to any of their sub-contractors and partners involved in the supply of products or services described within the main contract. The supplier will motivate such parties to adhere to the same standards.



Compliance

Yorkshire Ambulance Service NHS Trust reserves the right, having given reasonable notice, to check compliance with the Supplier Code of Conduct and encourages its suppliers to implement their own binding guidelines for ethical behaviour. Any breach of the obligations stipulated in this Supplier Code of Conduct will be considered a material breach of contract by the supplier.