

Slavery and Human Trafficking Policy



The Institute
of Contemporary
Music Performance

Version number	Date approved (including committee)	Reason for production/revision	Author	Proposed next review date
V1.0	21/09/2023 ExCo	Creation of new policy	Head of HR	Every 3 years and as required
Related policies				
<ul style="list-style-type: none">Recruitment policy				
External Reference				
<ul style="list-style-type: none">Modern Slavery Act 2015				

Slavery and Human Trafficking Policy

1. Introduction

This policy is made pursuant to Section 54 part 6 of the Modern Slavery Act 2015 and sets out the steps that ICMP has taken to ensure that slavery and human trafficking are not taking place in our supply chains or in any part of our business.

2. ICMP structure

ICMP is based in North London and its core business is higher education. ICMP has approximately 1,200 students and 300 staff.

3. Implementation

ICMP is committed to acquiring goods and services for its use without causing harm to others. In doing so, ICMP is committed to supporting the UK Government's approach to implementing the UN Guiding Principles on Business and Human Rights.

In implementing this approach ICMP supports the Base Code of the Ethical Trading Initiative:

- Employment is freely chosen
- Freedom of association and the right to collective bargaining are respected
- Working conditions are safe and hygienic
- Child labour shall not be used
- Living wages are paid
- Working hours are not excessive
- No discrimination is practiced
- Regular employment is provided
- No harsh or inhumane treatment is allowed

4. Supply Chains

ICMP's supply chains are managed under the following categories:

- Payroll
- ICT & Telecoms Marketing
- Personnel Professional Services
- Contractors

The principal areas which carry material risks are office supplies, consumables, ICT and AV equipment, and contractors. In particular for these spend categories where risk of modern slavery and human trafficking are more common, due diligence will be undertaken to assess how suppliers minimise the risk of modern slavery and human trafficking occurring in the supply networks.

ICMP's procurements are in-house tendering and contracting and its processes include some prequalification clauses which address the London Living Wage.

5. Monitoring

As part of this reporting exercise in this and the coming years, ICMP expresses its commitment to better understand its supply chains and working towards greater transparency and responsibility towards people working on them.

Contractors are required to demonstrate to ICMP how they are minimising the risk of modern slavery and human trafficking occurring in the supply networks. ICMP will work with its suppliers to monitor these supply chains that have been identified as a potential risk and take appropriate action as necessary.