

## Supply Chain Transparency Statement 2019/20

### Introduction

Sykes Holiday Cottages Ltd are publishing this statement under Section 54 of the UK Modern Slavery Act 2015. This requires businesses to state the actions they have taken during the financial year to ensure modern slavery and human trafficking is not taking place in their business or supply chains.

This is our fourth annual statement and refers to the financial year ending 2<sup>nd</sup> October 2020.

### Our Business

Sykes Holiday Cottages Ltd is one of the largest independent cottage holiday agencies in the UK. Our vision is to bring people together to make lasting holiday memories with our mission being to connect 3 million happy holidaymakers with 35,000 holiday homes by 2023.

The foundations of our business are built around our core values:

We – Earn Trust, Grow & Learn, Achieve Together, Drive Innovation & Change, Communicate Honestly.

These values represent the core of our business philosophy encouraging our employees to act ethically and with integrity when dealing with colleagues and third parties with whom we do business.

The Sykes family currently includes 17 UK sister brands as well as a New Zealand based holiday rental agency. As the Sykes family continues to expand, it is important that these brands echo our values and we ensure that our policies and procedures are followed from the outset.

### Due Diligence Processes

We believe there is a very low risk of Modern Slavery in all areas of our business and supply chains. We currently operate in the UK, Ireland and New Zealand with a relatively small supply chain mainly consisting of maintenance/domestic cleaning companies.

In recent years we have sought to improve our Sykes brand due diligence processes. In 2019 our Managed Services team implemented a new self-declaration process to ensure all new and existing service providers Sykes partner with are fully committed to the safeguarding and protection of their employees and hold on file valid right to work documentation for every member of staff.

This process was scheduled to be rolled out to every sister brand by the end of FY20, however setbacks due to the Coronavirus pandemic mean we now have a view that this task will be completed by the end of FY21.

## Policies

Sykes Holiday Cottages Ltd is committed to providing equal opportunities and to avoiding unlawful discrimination in employment. Our Equality and Diversity policy is intended to assist the Company to put this commitment into practice. Compliance with this policy also ensures that colleagues do not commit unlawful acts of discrimination.

We strive to ensure that everyone is treated with dignity and respect and hold a separate Dignity at Work policy, which deals with these issues.

We also operate a Whistleblowing Policy which encourages staff to report any wrongdoing which extends to human rights violations including Modern Slavery and human trafficking. All reports will be fully investigated and appropriate remedial actions taken.

This statement has been reviewed and approved by the Sykes Holiday Cottages Ltd Board of Directors on 25<sup>th</sup> March 2021.



Michael Graham  
Chief Financial Officer  
(Director)