

Policy

Modern Slavery Prevention Policy

Responsible Manager (Title)	Manager Finance & Systems		
Adopted by Council	Date: 23 April 2024	Minutes: ITEM 07.24.056	
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Document(s) this policy Supersedes	Nil		
Community Plan Linkage	5.2 Leadership - Representation and advocacy where it counts		

1 Purpose

To show that Clarence Valley Council is committed to ensuring:

- a. its operations and supply chains do not cause, involve, or contribute to modern slavery; and
- b. its suppliers, relevant stakeholders, and others with whom we do business respect and share our commitment regarding minimising the risk of modern slavery.

2 Definitions

Modern Slavery - describes situations where offenders use coercion, threats or deception to exploit victims and undermine their freedom. Practices that constitute modern slavery can include:

- human trafficking
- slavery
- servitude
- forced labour
- debt bondage
- forced marriage
- the worst forms of child labour.

Stakeholder – a person, group or organisation with a vested interest, or stake, in the decision-making and activities of a business, organisation or project. Stakeholders can be members of the organisation they have a stake in, or they can have no official affiliation. These can include employees, customers, and suppliers.

3 Background/legislative requirements

The NSW Modern Slavery Amendment Act 2021 commenced on 1st January 2022. As a result, there were changes within the Local Government Act 1993 which came into effect from 1st July 2022.

4 Policy statement

This policy applies to all persons employed by Clarence Valley Council or on Council's behalf in any capacity. The prevention, detection, and reporting of modern slavery in any part of Clarence Valley Council's operations or supply chain is their responsibility.

The General Manager has overall responsibility for ensuring this policy complies with Clarence Valley Council's legal and ethical obligations, and that all those under Council's control comply with it. The Coordinator Fleet & Procurement has primary and day-to-day responsibility for implementing this policy and ensuring all employees are given adequate and regular training on the issue of modern slavery in supply chains.

5 Implementation

Clarence Valley Council is committed to combating modern slavery by:

- Identifying where our modern slavery risks are in our supply chain and assessing the degree of those risks.
- Engaging with our suppliers to identify which are committed to minimising the risk of modern slavery in their own supply chains and operations. This will primarily be done by asking suppliers to complete a Modern Slavery Questionnaire.
- Including modern slavery criteria in Request for Tender (RFT), Request for Quotation (RFQ), Expression of Interest (EOI) and Contracts.
- Providing adequate training for all staff to ensure they are aware of what modern slavery is, what Council's modern slavery risks are and how to raise any identified or potential concerns.
- Establishing a complaint process enabling staff and others to raise concerns about modern slavery.

Reports of unethical and corrupt behaviour by Clarence Valley Council employees or someone in our supply chain (supplier or contractor) can be reported via the '[Report it](#)' link on the CVC website. The investigation process will be undertaken as per CVC policy.

External reports can be made to the:

- Independent Commission Against Corruption
- NSW Ombudsman
- NSW Office of Local Government

6 Related Documents

Sustainable Procurement Policy

7 Attachments

Nil