

Slavery and Human Trafficking Statement

This statement sets out the steps that Worcestershire County Council has taken to prevent modern slavery in its supply chains and own business. This statement relates to the financial year 1st April 2018 to 31st March 2019.

The County Council also acknowledges its duty as set out in Section 52 of the Modern Slavery Act 2015, to notify the Secretary of State of any individual encountered in England and Wales who it believes is a suspected victim of slavery or human trafficking.

Organisational structure and supply chains

Information about the County Council's Strategic Leadership Team including areas of responsibility can be found at http://www.worcestershire.gov.uk/info/20008/strategic_leadership_team.

Corporate Plan

The Corporate Plan sets out the County Council's vision and values. It provides information on the County Council's priorities and how it operates.

http://www.worcestershire.gov.uk/info/20088/about_your_council/109/worcestershire_corporate_plan_2013-2017

The Council's Constitution

The County Council has a constitution which sets out:

- How the Council operates
- How decisions are made and
- The procedures which are able to be followed to make sure these are efficient, transparent and accountable to local people.

Some of these processes are required by law, and others are processes which the Council has chosen to implement.

http://www.worcestershire.gov.uk/info/20088/about_your_council/83/the_councils_constitution

Procurement

When procuring goods or services, we will ensure that the requirements refer to the Modern Slavery Statement and as part of tender evaluation and ongoing contract management, consider the potential and likelihood of modern slavery and seek mitigations from the supplier through a clear understanding of their:

- structure, business and supply chains
- policies in relation to slavery and human trafficking
- due diligence processes in relation to slavery and human trafficking in its business and supply chains. Appropriate performance indicators and steps are taken to assess, monitor and manage any risks
- training available to all staff to support the identification of slavery and human trafficking;

A statement has been produced which is used in our Standard Selection Questionnaire which covers the requirements under the Modern Slavery Act 2015. The questions used by WCC are:

- Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 ("the Act")?
 - If you have answered yes to question 1 are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015?
 - If Yes provide url
 - if No provide an explanation

Non selection if suppliers do not meet our pre-qualification requirements.

Remedies– all our contracts contain terms for default events and breaches of contract and these could be activated if modern slavery found in our supply chain.

HR Policies and Procedures

The County Council is undertaking a review of its HR policy framework to ensure that its policies and procedures remain compliant and fit for purpose. The first phase of this review focused on Core Employment policies, with new revised and modernised policies launched on 10 September 2018.

Review of the rest of the HR policy framework is ongoing. As appropriate, HR policies and procedures are developed with input from senior management, HR, trade unions, and legal and democratic to ensure best practice.

The following policies and procedures support the County Council in meeting the requirements of the Modern Slavery Act:

- Whistleblowing Policy and Procedure- the County Council is committed to the highest possible standards of openness, probity and accountability. In line with that commitment, we encourage employees and others working at or for the County Council who have serious concerns about any aspect of the Council's work to come forward and voice those concerns.
- Employee Code of Conduct - the Code describes the standards of conduct and behaviour expected from our staff and any staff seconded or engaged from other organisations to undertake the work of the county council. This includes information on staff expressing concerns about irregularities and tackling malpractice.
- Recruitment processes - the County Council has robust recruitment processes which includes carrying out document checks on candidates before employing them to make sure they are allowed to work in the UK, appropriate reference checks, and that they are paid directly into an appropriate, personal bank account.
- Agency Workers - the recruitment of the sizable proportion of agency staff is managed via the Matrix system (Agency Staff Recruitment System). Matrix are a Managed Service Provider and have no direct link to either agencies or recruitment firms but act as a "middle man" and manage the "supply chain" on the County Council's behalf. Matrix helps to streamline the recruitment process and ensure that the people hired are qualified, trustworthy and compliant.
- ☐ Pay – the County Council operates a job grading (job evaluation) system which is objective and non-discriminatory and supports the principles of equal pay. The County Council takes a robust approach to ensuring that the job grading system is applied consistently and transparently. The Job Grading system applies to all posts across the 'main salary scale'

Safeguarding eLearning

Safeguarding eLearning for adults

The County Council has implemented mandatory safeguarding adults e-learning module which staff (not including those based in schools) are required to complete. Topics covered in this module include what defines an adult as 'at risk' and how we define 'abuse'. The module also covers the different types of abuse (including modern slavery) and the signs that abuse may be taking place as well as what to do when reporting actual or suspected cases of abuse.

Safeguarding E-Learning children's

The County Council has implemented mandatory safeguarding children e-learning module which staff (not including those based in schools) are required to complete. This module helps staff understand the importance of safeguarding, how everyone can keep children safe from abuse, understand the different signs and types of child abuse or neglect, and also learn how to involve Children's Services.

Modern Slavery Duty to Notify

The County Council hosts e-resources on Modern Slavery Duty to Notify guidance specified for public authorities. These include a factsheet and posters that explain what to do if you think someone has been a victim of modern slavery as well as links to related training. The resources detail the steps to be taken depending on whether you think the victim is under or over aged 18.

This statement has been approved by the County Council's Strategic Leadership Team and will be reviewed and updated annually.



Paul Robinson
Chief Executive
March 2019