



Policy Title:	Modern Slavery Prevention
Policy Number:	CPOL 6.21
Focus Area:	Manage community resources and provide great service
Responsibility:	Finance and procurement
Meeting Adopted:	18 April 2023 [180423/7]

OBJECTIVE

To outline Richmond Valley Council's commitment to ensuring that the goods and services it procures are not the product of modern slavery.

SCOPE

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

LEGALITY AND RESPONSIBILITY FOR ENFORCEMENT

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

COUNCIL'S OBLIGATION

The *NSW Modern Slavery Amendment Act 2021* was passed on 29 November 2021 and commenced on 1 January 2022. As a result, the following requirements are now included within the *NSW Local Government Act 1993* and came into effect from 1 July 2022.

- A council must take reasonable steps to ensure that goods and services procured by and for the council are not the product of modern slavery.
- A council's annual report must contain:
 - a statement of steps taken to ensure goods and services procured for the council during the year were not the product of modern slavery.
 - a statement of the action taken by the council in relation to any issue raised by the Anti-slavery Commissioner during the year concerning the operations of the council and identified by the Commissioner as being a significant issue.

In addition to the above, modern slavery related clauses in the *Local Government Act 1993* also require councils to take into consideration social justice principles in all decision making, including procurement. As a spender of public monies, councils have an ethical obligation to consider, identify and manage modern slavery risks within supply chains.

STATEMENT OF INTENT

Richmond Valley Council is committed to ensuring:

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

Richmond 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 those that 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, together with requiring a declaration on applications to become an approved contractor.
- Including modern slavery criteria in request for quotation (RFQ) documentation 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.

REPORTING MECHANISMS

It is the obligation of all staff who suspect that modern slavery may be occurring within Council's operations or supply chain, to report the matter immediately to their supervisor and the Coordinator Fleet and Procurement. The matter will then be reported to the Australian Federal Police.

DEFINITIONS

Modern Slavery Any conduct constituting a modern slavery offence, and any conduct involving the use of any form of slavery, servitude or forced labour to exploit children or other persons taking place in the supply chains of organisations.
Modern Slavery Act 2018 (NSW) Section 5

LEGISLATION

Local Government Act 1993 Sections 428 (4) and 438ZE
Modern Slavery Act 2018 (NSW)
Modern Slavery Amendment Act 2021

FURTHER INFORMATION

Australian Federal Police <https://www.afp.gov.au>
Australian Modern Slavery Register <https://modernslaveryregister.gov.au/resources/>
Global Slavery Index <https://www.globalslaveryindex.org>

REVIEW

This policy will be reviewed by Council at the time of any relevant legislative changes, compliance requirements or at least every four years.

Version Number	Date	Comments
1	18 April 2023	New policy