

APPENDIX 2 – SUGGESTED ACTIONS FOR COUNCILS

Action	NILGA Guidance and Suggested Council Actions	Suggested Lead	Estimated deadline	March 2023 Progress Update
<p>1. Provide Modern Slavery Awareness Training for all council personnel in public facing services.</p>	<p>NILGA Guidance:</p> <ul style="list-style-type: none"> The Department of Justice and the Department of Finance’s Construction and Procurement Delivery can advise on TISC (Transparency in Supply Chains) training for public sector and council procurement leads. The guidance provides a list of voluntary and community sector organisations which can advise on modern slavery and provide training. <p>NILGA’s suggested next steps for Councils:</p> <ul style="list-style-type: none"> Deliver training for public sector procurement leads in respect of transparency in supply chains. Accessing “Train the trainer” sessions for Councils shared by the Department of Justice to provide Councils with the tools to deliver their own inhouse training on Modern Slavery. <i>(The Train the Trainers session will be built into NILGA’s Regional Training Programme and further information will follow on an ongoing basis as appropriate).</i> Using Training Materials for Council Staff, available from the Department of Justice and PSNI. <i>(In April 2019, the Department of Justice and the PSNI wrote to all local Council CEOs to offer training materials for staff on modern slavery concerns.)</i> 	<p>Head of Commercial and Procurement Services</p> <p>Director of HR / Governance & Compliance Manager</p> <p>External provider to deliver approved training.</p>	<p>March 2023</p>	<p>An initial corporate awareness session was delivered by the NI DOJ Modern Slavery and Human Trafficking branch to relevant managers (BDM&CP and Environmental Health) on 17 November 2022</p>
<p>2. Designate a point of contact to report modern slavery concerns and raise awareness of</p>	<p>NILGA Guidance:</p> <ul style="list-style-type: none"> Councils should designate a lead officer or team who can act as a point of contact and expertise on the issue. Council Community Planning, Good Relations or Policing and Community Partnerships (PCSP) teams are ideally placed to fulfil this role. A Lead Officer from either one of 	<p>Nora Largey and David Sales.</p> <p>To be agreed, at the relevant time, how</p>	<p>March 2023</p>	<p>CMT has discussed and agreed that Nora Largey and David Sales will act as points of contact for modern</p>

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modern slavery among communities.	<p>these teams could be nominated as the “go to” person for other officers or council workers who have concerns that modern slavery may be happening in certain businesses or in the community.</p> <ul style="list-style-type: none"> • A council protocol for reporting suspicions of modern slavery should be developed. • Community Planning Partnerships should be harnessed to share information and to raise awareness of modern slavery with communities and the drive to eradicate it. • PCSPs are a key council resource in the drive to eradicate modern slavery in Northern Ireland. Intelligence which can be disclosed by the PCSP should be shared with the lead person / team in the council appointed as the “go to” for modern slavery concerns. 	we will embed / promote through the Community Planning Structures, SCP and PCSP/DPCSP’s.		slavery and human trafficking concerns.
3. Establish clear procurement guidelines	<p>NILGA guidance: The modern slavery transparency statement required to be published by the Council under Section 54 of the MSA must include the steps the Council has taken during the financial year to ensure that slavery and human trafficking is not taking place in any of its supply chains, and in any part of its own business or; that the organisation has taken no steps in the financial year.</p> <ul style="list-style-type: none"> • Transparency in supply chains is a process of continuous improvement. As stipulated in government guidance, the government expects organisations to <i>build</i> on their statements year on year • Guidance and resources include: Transparency in Supply Chains etc. A practical guide; Council Transparency Statements Portal; TISCSReport Transparency Map; LGA’s Tackling Modern Slavery Guide <p>NILGA’s suggested next steps for Councils:</p> <ul style="list-style-type: none"> • Taking account of any further government developments on proposals to extend the scope of Section 54 (TISC). 	Commercial and Procurement Services – N Bohill	Annually	Annual update to Modern Slavery Transparency Statement has been drafted and approved by CMT. It will be uploaded to the council website and the UK Government registry after SP&R and Council approval

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4. Collaborate with other councils and agencies	<p>NIGLA guidance: Opportunities for collaboration include:</p> <ul style="list-style-type: none"> • All-Council Professional Officers Groups (e.g. the Environmental Health Professional Officers Group, the Local Government Safeguarding Network and the Planning Professional Officers Group); • Cross-council project collaboration (e.g. Arc21); and • Council collaboration with the private sector: e.g. for Economic Development teams to provide guidance to new and existing businesses in their districts on developing modern slavery transparency statements to enhance their competitiveness when bidding for new, or when renewing goods / services contracts. 	All Directors to raise with relevant officers	Immediate	This can be started following the roll-out of training to staff