

North Herts District Council Modern Slavery & Human Trafficking Action Plan (Apr 20-Mar 21)

ACTION & EXPECTED OUTCOME	TIME FRAME	LEAD
1. MONITORING AND REPORTING <i>To have an effective corporate monitoring and reporting process</i>		
<p>1.1 Ensure that our work contributes to and supports the strategic priorities of the Hertfordshire Modern Slavery Partnership:</p> <p>Priority one: To raise awareness of modern slavery and it's effects Priority two: To increase reporting of suspected modern slavery Priority three: To ensure right knowledge, skills and process Priority four: To identify, protect, support and empower victims Priority five: To pursue and catch criminals Priority six: To have effective governance, monitoring and evaluation</p>	<p>Throughout this action plan it is noted which of the six priorities our various avenues of work contribute towards. From 2021, our action plan will be written to align with these priorities,</p>	<p>Corporate Safeguarding Group/Community Protection Manager/Community Health and Wellbeing Team Leader /Service Director: Legal & Community</p>
<p>1.2 Corporate Safeguarding Group (CSG) to oversee and monitor compliance with modern day slavery and human trafficking duties (MDS&HT) requirements and report / make recommendations to Community Protection Manager/ Service Director: Legal & Community on proposed changes. (Priority six)</p> <p>1.3 Actions completed and planned relating to MDS&HT are included within the Annual Safeguarding report to Overview & Scrutiny Committee (O&S). (Priority six)</p>	<p>1.1 This work will always be ongoing. CSG continue to meet twice a year.</p> <p>1.2 Annual report due Dec 2020.</p>	<p>Corporate Safeguarding Group/Community Protection Manager/Community Health and Wellbeing Team Leader /Service Director: Legal & Community</p>
<p>1.4 Corporate Procurement Group to establish key performance indicators for implementation of the Modern Slavery Transparency Statement / Charter. Incorporated into Annual Safeguarding Report for 2019/20 review. (Priority six)</p>	<p>1.3 To be reported to Cabinet June 2020 and Overview & Scrutiny annually from April 2021 onwards.</p>	<p>Legal Commercial Team Manager / Procurement Officer / Community Health and Wellbeing Team Leader</p>
2. POLICY AND PROCESS <i>To ensure that legal duties are met and where relevant reflected/ embedded in other corporate policies/ procedures and guidance. Support of victims.</i>		

North Herts District Council Modern Slavery & Human Trafficking Action Plan (Apr 20-Mar 21)

2.1 Incorporate modern slavery requirements in new separate policies for 'Safeguarding Children' and 'Safeguarding Adults at Risk'. (Priority three)	2.1 Policies adopted October 2019.	Community Protection Manager/ Community Health and Wellbeing Team Leader / Policy & Community Engagement Manager
2.2 National Referral Mechanism (NRM) and Duty to Notify (DTN) are now one online form for both children and adults. Links to and guidance on these are available on the Modern Day Slavery page on the intranet and in the guidance documents available on the page. (Priority three)	2.2 Modern Slavery referral process is published on intranet.	
2.3 A centralised log of all MDS&HT referrals is maintained and monitored – as yet none have been made. One incident has been recorded but upon seeking advice from the Modern Slavery helpline the concern did not warrant a referral. (Priority three & four)	2.3 Modern Slavery page on intranet contains all requirements.	Community Health and Wellbeing Team Leader / Safeguarding Support Officer
2.4 Update procurement and contract procedure rules to ensure, where possible, MDS applicable and compliant (to obtain assurance for MDA compliance for relevant contracts). (Priority three & four)	2.4 Suppliers are required to declare their compliance with modern slavery requirements during tender process.	Contract Procurement Group/ Contract and Procurement Lawyer and Procurement Officer
2.5 The Housing Options and Housing Advice Teams provide potential victims of MDS with advice on their housing options (including homelessness services) and signpost to other specialist support agencies as appropriate. (Priority four)	2.5 & 2.6 This work will always be ongoing for the team.	Strategic Housing Manager
2.6 The Housing Options and Housing Advice Teams support the police and partners in Operation Tropic activities through the provision of an on-site housing options service (including homelessness advice), as required. (Priority four)		
3. COMMUNICATION AND TRAINING <i>To ensure that employees, Members and the local community have sufficient knowledge to report MDS & HT</i>		
3.1 - Senior Management Group attended training session;	3.1 August to October 2018	Community Protection Manager/ Safeguarding Support Officer

North Herts District Council Modern Slavery & Human Trafficking Action Plan (Apr 20-Mar 21)

<ul style="list-style-type: none"> - Councillors briefed through MIS and invited to senior managers training sessions; - Senior Management Team endorsement of Action Plan - All staff invited to attend one hour staff briefings; (Priority one, two, three & four) <p>3.2 Social Media and Insight awareness raising on Anti-Slavery awareness day every October to promote event to both staff and the local community (Priority one, two, three & four)</p> <p>3.3 Update NHDC website Modern Slavery pages in line with recommendations from Shiva Foundation. (Priority one, two, three & four)</p> <p>3.4 MDS&HT is discussed at each Corporate Safeguarding Group meeting. (Priority one, two, three & four)</p> <p>3.5 Ongoing training provided to new starters through:</p> <ul style="list-style-type: none"> - First day welcome safeguarding handout - Corporate induction safeguarding presentation - Safeguarding basic e-learning on Growzone (includes MDS&HT) - Safeguarding level one and two face to face training includes MDS &HT <p>(Priority one, two, three & four)</p>	<p>3.2 Anti slavery day 18th Oct annually</p> <p>3.3 New page launched June 2020</p> <p>3.4 CSG meets twice a year.</p> <p>3.5 Ongoing</p>	<p>Communications team</p> <p>Safeguarding Support Officer/ Learning & Employee Engagement Manager</p>
<p>3.5</p> <ul style="list-style-type: none"> - Safeguarding training handout being developed for all Members with information on signs and symptoms of abuse (including MDS & HT), how to refer and sources of advice and guidance. 	<p>In progress – due September 2020</p>	<p>Community Health & Wellbeing Team Leader / Safeguarding Support Officer</p>

North Herts District Council Modern Slavery & Human Trafficking Action Plan (Apr 20-Mar 21)

<ul style="list-style-type: none"> - Members encouraged to complete NHDC safeguarding e-learning which includes MDS & HT. As of 08.06.20 20/49 Members have completed this. - Face to face training session being developed for Members. - Ensure all new members receive safeguarding handout and training options. <p>(Priority one, two, three & four)</p>	<p>Ongoing – last reminder in MIS Apr 2020</p> <p>In progress – final design due September 2020 – then review options for delivery in light of Covid-19.</p> <p>May 2021</p>	
<p>3.6 Procurement Officer to undertake appropriate procurement and supply modern day slavery training.</p> <p>(Priority one, two, three & four)</p>	Completed	Procurement Officer
<p>3.7 Raise awareness through social media of the impact of MDS & HT during Covid-19.</p> <p>(Priority one, two, three & four)</p>	Ongoing – comms team have promoted modern slavery campaigns on social media & will continue to do so.	
<p>3.8 Raising safeguarding awareness amongst political party canvassers to encourage accurate reporting of concerns</p> <p>(Priority one, two, three & four)</p>	In progress – due September 2020	
<p>4. PARTNERS <i>To ensure links between partner organisations</i></p>		
<p>4.1 To work with Hertfordshire Modern Slavery Partnership</p> <p>(All priorities)</p>	Ongoing	Community Protection Manager/ Service Director: Legal and

North Herts District Council Modern Slavery & Human Trafficking Action Plan (Apr 20-Mar 21)

<p>4.2 To work with the North Herts Community Safety Partnership (Priority five)</p> <p>To work with the Shiva Foundation (All priorities)</p>		Community / Managing Director
<p>5. EXTERNAL ENDORSEMENT</p> <p><i>To ensure regular monitoring and evaluation of NHDC's compliance with the Modern Slavery Charter and the Council's Transparency Statement</i></p>		
<p>5.1 To provide an annual report to Cabinet to evidence compliance with the Modern Slavery Charter and the Council's Transparency Statement</p> <p>(Priority six)</p>	Report to Cabinet due June 2020	Service Director: Legal & Community