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The Chair and Members of Cabinet

7 March 2022

Dear Councillor,

Please attend a meeting of the CABINET to be held on TUESDAY, 15 MARCH 2022 at 10.30 am in Committee Room 1, Town Hall, Chesterfield, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' Interests relating to items on the Agenda
2. Apologies for Absence
3. Minutes (Pages 3 - 14)

To approve as a correct record the Minutes of the Cabinet meeting held on 22 February, 2022.

4. Forward Plan

Please follow the link below to view the latest Forward Plan.

[Forward Plan](#)

5. Delegation Report (Pages 15 - 18)

Items Recommended to Cabinet via Cabinet Members

Chesterfield Borough Council, Town Hall, Rose Hill, Chesterfield S40 1LP

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Leader

6. Commemorations Policy (Pages 19 - 36)

Cabinet Member for Health and Wellbeing

7. Modern Slavery Annual Statement (Pages 37 - 48)

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Randy', written in a cursive style.

Local Government and Regulatory Law Manager and Monitoring Officer

## **CABINET**

**Tuesday, 22nd February, 2022**

Present:-

Councillor Serjeant (Chair)

Councillors Blank  
D Collins  
Holmes  
J Innes

Councillors Ludlow  
Mannion-Brunt  
Sarvent

Non Voting P Innes  
Members

\*Matters dealt with under the Delegation Scheme

88 **DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS  
RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

89 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Gilby.

90 **MINUTES**

**RESOLVED –**

That the minutes of the meeting of Cabinet held on 8 February, 2022 be approved as a correct record and signed by the Chair.

91 **FORWARD PLAN**

The Forward Plan for the four month period 1 April to 31 July, 2022 was reported for information.

**\*RESOLVED –**

That the Forward Plan be noted.

**92      APPROVAL OF STAVELEY TOWN DEAL PROJECTS**

The Service Director – Economic Growth and Interim Director (Projects) submitted a report seeking approval for the role the council was taking as the lead for three of the Staveley Town Deal projects.

Cabinet had previously received a report setting out the background to the Staveley Town Deal and noting Chesterfield Borough Council's role as the Accountable Body for any future Towns Fund allocation. Cabinet had also endorsed the Staveley Town Investment Plan for submission to the Government as part of the Town Deal process.

The Town Investment Plan included 11 projects and a full business case would be required for each of the projects. The council was the sponsor organisation for three of the projects and was playing a dual role of sponsor and Accountable Body in each case. The three projects sponsored by the Council were outlined in section 4.5 of the officer's report.

**\*RESOLVED –**

1. That the role the council is taking as the lead for three of the Staveley Town Deal projects be approved.
2. That the Construction Skills Hub project, accepting the Towns Fund grant and giving authority to move to delivery, be approved.
3. That the Service Director for Economic Growth, in consultation with the Deputy Leader, be granted delegated authority to finalise lease arrangements with the landowner for the site upon which the Construction Skills Hub is to be situated.
4. That commencing procurement for a delivery partner for the Construction Skills Hub be approved.
5. That the Derbyshire Rail Industry Innovation Vehicle and Staveley 21 projects, subject to the full business cases for each being approved through the Staveley Town Deal governance, be approved.

6. That further reports be submitted to Cabinet on the Derbyshire Rail Industry Innovation Vehicle and Staveley 21 projects prior to delivery commencing.
7. That all three projects be included within the Capital Programme to be approved by Full Council.

## **REASON FOR DECISIONS**

To ensure that Cabinet has clarity regarding the project sponsorship role that the council will undertake and is able to approve three projects within the Staveley Town Deal and enable delivery of each to commence.

### **93 COUNCIL PLAN DELIVERY PLAN 2022/23**

The Service Director – Corporate presented the Council Plan Delivery Plan for 2022/23. The Delivery Plan set out the key milestones and performance measures that would be applied to keep the Council Plan on target for delivery during year the final year of the four year plan.

#### **\*RESOLVED –**

That it be recommended to Full Council that:

1. The Council Plan Delivery Plan for 2022/23 be approved.
2. The Deputy Leader be granted delegated authority to make amendments to the Delivery Plan for 2022/23 should risk assessments and changes to guidance require further amendments to be made.

## **REASON FOR DECISIONS**

To provide a clear statement of the delivery milestones and measures required to maintain progress on our strategic priorities for 2019 – 2023.

### **94 GENERAL FUND CAPITAL PROGRAMME**

The Service Director - Finance submitted a report recommending for approval the General Fund Capital Programme for the financial year 2022/23.

The report provided details of updated expenditure forecasts, new schemes added to the Capital Programme during the last year and progress made on current major schemes. Members were also made aware of the Council's capital financing arrangements, including the level of capital receipts, and the net financing position.

**\*RESOLVED –**

That it be recommended to Full Council that:

1. The updated General Fund Capital Programme expenditure and financing, as detailed in Appendix A of the officer's report, be approved.
2. That the Town Centre Transformation project (part of the Levelling Up Fund programme) be included in the Capital Programme.

**REASON FOR DECISIONS**

To keep Members informed about the council's current General Fund Capital Programme expenditure and financing.

**95      2022-23 BUDGET AND MEDIUM TERM FINANCIAL PLAN**

The Service Director - Finance submitted a report on the General Fund Budget. The report also included recommendations that would be made to Full Council on budget allocations and the Council Tax level for 2022/23.

The original budget for 2021/22 was approved in February, 2021 and predicted a deficit of £188k. Throughout 2021/22 there had been active management of budget variances and regular budget monitoring reports to identify further variances. Due to this strict budgetary control, the updated revised budget for 2021/22 showed an estimated surplus of £128k.

The budget for 2022/23 had been prepared assuming a council tax increase of £5 for a Band 'D' property.

Members were also informed of the expenditure estimates for the coming financial year as well as the medium term forecasts for 2022/23 and future years.

**\*RESOLVED –**

That it be recommended to Full Council that:

1. The updated forecast outturn for 2021/22 which presents a small surplus, as detailed in section 4.9 of the officer's report, be approved.
2. Any under spend in respect of 2021/22 be used to supplement the Budget Risk reserve, as detailed in section 4.10 of the officer's report.
3. The overall revenue budget summary for 2022/23, as detailed in Appendix A of the officer's report, be approved.
4. The 2022/23 Council Tax Requirement and financing, as detailed in Appendix D of the officer's report, be approved.
5. The Council's share of Council Tax for properties in each band be increased on the basis of a £5 increase for a Band 'D' property in 2022/23, as detailed in section 4.46 of the officer's report.
6. All Band A to D Council Taxpayers will receive a payment of £150.00 towards the cost of their Council Tax bills and that a discretionary amount of funding will also be available to support some Council Taxpayers living in Band E to H properties, for which the details of the scheme are yet to be finalised.
7. The Local Council Tax Support scheme which remains unchanged for 2022/23, as detailed in section 4.50 of the officer's report, be approved.
8. The use of the capital receipts flexibility to fund the costs of the Organisational Development Programme, as detailed in section 4.58 of the officer's report, be approved.
9. The Collection Fund and the Tax Base forecasts as detailed in section 4.48 and 4.49 of the officer's report, be noted.

10. The financial projections in the Medium-Term Financial Plan (MTFP) for 2023/24 to 2025/26, as detailed in section 4.53 of the officer's report, be noted.
11. The estimates of reserves including maintaining the General Working Balance at £1.5m, as detailed in sections 4.63-4.65 and Appendix B of the officer's report, be approved.
12. The extension to the scope of the Service Redesign Reserve to support future service improvements promoted through the Organisational Development programme, as detailed in section 4.60 of the officer's report, be approved.
13. The budget risks and sensitivity analysis (Appendix C) and the Chief Finance Officer's assurances (sections 4.66 – 4.78), as detailed in Appendix C and sections 4.66-4.78 of the officer's report, be noted.

## **REASON FOR DECISIONS**

In order to meet the statutory requirements relating to setting the General Fund revenue budget and the level of Council Tax for 2022/23.

## **96 SENIOR PAY POLICY**

The Human Resources and Support Services Manager submitted a report seeking approval for the Senior Pay Policy Statement for 2022/23, in accordance with the Localism Act 2011 and the Local Government (Transparency Requirements) (England) Regulations 2014.

The Senior Pay Policy Statement for 2022/23, as attached at Appendix 1 of the officer's report, included details of how senior pay was set within the Council.

### **\*RESOLVED –**

That it be recommended to Full Council that the Senior Pay Policy Statement for 2022/23, as detailed in Appendix 1 of the officer's report, be approved.

## **REASON FOR DECISIONS**



This report provides transparency of the Council's senior pay policy and enables it to meet the requirements of the Localism Act 2011.

## 97 **CIVIC ARRANGEMENTS 2022/23**

The Senior Democratic and Scrutiny Officer submitted a report outlining proposals for the civic year 2022/23 in respect of the election of the Mayor, Deputy Mayor, the Annual Council meeting and associated civic events.

The appointment of the Mayor and Deputy Mayor as Chairman and Vice Chairman of the Council is a statutory appointment under Part 1 of the Local Government Act 1972.

### **\*RESOLVED –**

That it be recommended to Full Council that:

1. Councillor Tony Rogers be invited to become Mayor of the Borough for 2022/23.
2. Councillor Mick Brady be invited to become Deputy Mayor of the Borough for 2022/23.
3. The Annual Council meeting will be held on Wednesday 11 May, 2022, followed by a civic reception at the Winding Wheel.
4. The Annual Civic Service and Parade will be held on Saturday 14 May, 2022.

## **REASON FOR DECISIONS**

To enable the Council to confirm civic arrangements for 2022/23.

## 98 **PARKS AND OPEN SPACES STRATEGY**

The Service Director – Leisure, Culture and Community Wellbeing presented seeking approval for the draft Parks and Open Spaces Strategy 2021 – 2030.

A consultation programme for the draft Parks and Open Spaces Strategy took place between August and October 2021.

The previous Parks and Open Spaces Strategy was adopted in 2014. The updated strategy would become the key document guiding the Council's protection and investment in parks and open spaces for the next ten years. A copy of the draft Parks and Open Spaces Strategy was attached at Appendix A, parts 1 and 2, of the officer's report.

**\*RESOLVED –**

That it be recommended to Full Council that:

1. A new Parks and Open Spaces Strategy, for the period 2022 through 2030, be approved and adopted.
2. The Service Director for Leisure, Culture and Community Wellbeing be invited to develop a five-year costed delivery plan, in consultation with the Cabinet Member for Health and Wellbeing, to give effect to the Strategy's aims and objectives and for this delivery plan to be presented for approval at future meetings of the Cabinet and Full Council.

**REASONS FOR DECISIONS**

1. The Council requires a robust needs assessment and evidence base relating to green space to meet statutory planning requirements within the Local Plan Framework, and the parks and open spaces strategy supports this.
2. Having a modern and relevant Parks and Open Spaces Strategy will enable the Council to strategically plan and prioritise resources across the Borough, and to work appropriately with developers and other stakeholders.
3. The effective management of our parks and open spaces will continue to support the Borough in being a great destination; and a healthy and active place to live and work.

**99 PLAY STRATEGY**

The Service Director – Leisure, Culture and Community Wellbeing presented seeking approval for the draft Play Strategy 2021 – 2030.

A consultation programme for the draft Play Strategy took place between August and October 2021.

The first Chesterfield Play Strategy was adopted by the Council in 2007. The draft Play Strategy 2021 - 2026 had taken into account the Open Space Assessment commissioned by the Council and would provide direction as to how best to utilise resources. A copy of the draft Play Strategy was attached at Appendix A, parts 1 and 2, of the officer's report.

### **\*RESOLVED –**

That it be recommended to Full Council that:

1. A new Play Strategy, for the period 2022 through 2030, be approved and adopted.
2. The Service Director for Leisure, Culture and Community Wellbeing be invited to develop a five-year costed delivery plan, in consultation with the Cabinet Member for Health and Wellbeing, to give effect to the Strategy's aims and objectives and for this delivery plan to be presented for approval at future meetings of the Cabinet and full Council.

### **REASONS FOR DECISIONS**

1. It is a priority for the Council to have a modern and relevant Play Strategy which reflects recent assessments and national, regional and local initiatives. This will enable the Council to strategically plan and prioritise resources across the Borough, and to work appropriately with developers and other stakeholders.
2. The effective management of our play spaces will continue to support the Borough in being a great destination; and a healthy and active place to live and work.

## **100     HRA HOUSING CAPITAL PROGRAMME 2021/22**

The Service Director – Housing presented a report seeking approval for the Housing Revenue Account (HRA) Capital Programme for 2021/22, and provisionally for 2022/23 through to 2025/26.

The overall financing strategy continued to focus on maintaining the Council's housing stock at the Decent Homes Standard, improving the non-traditional housing stock, delivering improvements to estate environments and building or acquiring new council housing.

Many of the programmes for 2021/22 had already been procured in 2020/21 to ensure timely delivery including the central heating programme to remove the risk of large-scale heating failures, the roof replacement programme, the replacement of aging UPVC windows and external wall insulation, and external work to blocks of flats.

The new build housing programme would continue at Brockwell Court and additional new sites had been identified at Markham Court, Middlecroft and Westwood Avenue.

### **\*RESOLVED –**

That it be recommended to Full Council that:

1. The revised Housing Capital Programme for 2021/22 be approved.
2. The Housing Capital Programme for 2022/23 and procurement, as necessary, be approved.
3. The provisional Housing Capital Programmes for 2023/24 to 2026/27 be approved.
4. The in-house delivery share of the Housing Capital Programme be approved.
5. The Service Directors – Housing and Finance be authorised to vire between programmes and budgets to manage the Capital Programme, as set out in the officer's report.
6. The purchase and implementation of a new asset management system be approved.

### **REASONS FOR DECISIONS**

1. The Council, as a social landlord, has a legal duty to ensure that all its properties are fully compliant and maintained to Decent Homes standards.

2. Following the publication of the Social Housing White Paper it will be a requirement that the Regulator of Social Housing undertakes audits on landlord compliance which will require the Council to have a suitable asset management system in place that can satisfy the requirements of the regulator.

## 101 **HRA BUDGET 2021/22**

The Service Director - Finance submitted a report on the probable Housing Revenue Account (HRA) outturn for 2021/22, and the budget estimates for 2022/23 through to 2025/26.

The Council was required to produce a 30 year HRA Business Plan that was financially viable, which reflected the views and requirements of tenants, and maintained the Council's housing stock at the Decent Homes Standard in line with the Council's Vision and Council Plan.

The probable HRA outturn for 2021/22 was reported in section 4.3 of the officer's report.

The initial budget forecast for 2022/23 was detailed in section 4.5 of the officer's report.

### **\*RESOLVED –**

1. That the probable outturn for the current financial year be noted.
2. That it be recommended to Full Council that the draft estimates for 2022/23 and future years be approved.

### **REASON FOR DECISIONS**

To keep Members informed about the Council's current financial standing for the Housing Revenue Account and the budget estimates for 2022/23.

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## **CABINET MEETING**

**15 March 2022**

## **DELEGATION REPORT**

### **DECISIONS TAKEN BY LEAD MEMBERS**

#### **Cabinet Member for Economic Growth**

Decision Record No.	Subject	Delegation Reference	Date of Decision
<b>16/21/22</b>	<b>Sale of Land adjacent 109 Chesterfield Road, Staveley</b>	<b>G260L</b>	<b>4 February 2022</b>
<p>Decision</p> <ol style="list-style-type: none"> <li>1. That the revised sale price for the subject land, on the terms set out in the officer's report, be approved.</li> <li>2. That the Property, Procurement and Contracts Law Manager be granted delegated authority to agree any late amendments to the sale.</li> </ol>			
<p>Reasons for Decision</p> <ol style="list-style-type: none"> <li>1. To reduce the Council's maintenance liabilities associated with holding the land and to realise a modest capital receipt.</li> <li>2. The land has no real potential to generate income for the Council and is too small to have any value for redevelopment independent of adjoining property.</li> <li>3. A sale to the owner of 109 Chesterfield Road is therefore considered to be the best option in the circumstances to realise value from the asset.</li> </ol>			

**Cabinet Member for Town Centre and Visitor Economy**

Decision Record No.	Subject	Delegation Reference	Date of Decision
<b>17/21/22</b>	<b>Stephenson Memorial Hall Design Team Procurement</b>	<b>Delegated under Cabinet Minute No. 70 2021/22</b>	<b>1 February 2022</b>
<p>Decision</p> <ol style="list-style-type: none"> <li>1. That the appointment of Bauman Lyons Architects and its team of consultants as the design team to provide services for RIBA Stages 4 to 6 for Stephenson Memorial Hall, Chesterfield be approved.</li> <li>2. That the payment to Bauman Lyons Architects, as detailed in paragraph 5.4 of the officer's report, be approved.</li> <li>3. That the appointment of Bentley Project Management as the project manager to provide services for RIBA Stages 4 to 6 for Stephenson Memorial Hall, Chesterfield be approved.</li> <li>4. That the payment to Bentley Project Management, as detailed in paragraph 6.2 of the officer's report, be approved.</li> </ol>			
<p>Reason for Decision</p> <p>To ensure that the consultants are appointed as soon as possible so that the Stephenson Memorial Hall project proceeds on programme, and the building is restored and refurbished so that it can be enjoyed by the residents and visitors of Chesterfield for many years to come.</p>			



**Cabinet Member for Governance**

Decision Record No.	Subject	Delegation Reference	Date of Decision
<b>18/21/22</b>	<b>Member-Level Meetings - 2022/23</b>	<b>GV000L</b>	<b>10 February 2022</b>
<p>Decision</p> <ol style="list-style-type: none"> <li>1. That the schedule of member-level meetings for 2022/23, attached at Appendix 1 of the officer's report, be approved.</li> <li>2. That the Senior Democratic and Scrutiny Officer be granted delegated authority to make minor amendments to the meeting diary.</li> </ol>			
<p>Reason for Decision</p> <ol style="list-style-type: none"> <li>1. To enable the Democratic Services team to make the necessary arrangements for the administration of member-level meetings for 2022/23.</li> <li>2. To put in place a schedule of meetings that allows the Council to forward plan for decisions that require member approval.</li> </ol>			

**Cabinet Member for Business Transformation and Customers**

Decision Record No.	Subject	Delegation Reference	Date of Decision
<b>19/21/22</b>	<b>Outstanding Debts for Write Off</b>	<b>G100L</b>	<b>24 February 2022</b>
<p>Decision</p> <p>That the sum of £34,470.47 is written off against the bad debt provision.</p>			
<p>Reason for Decision</p> <p>The company had been badly affected by COVID-19 restrictions and had agreed to enter an arrangement with the Council to pay a percentage of the arrears and the full market rent from 25 November, 2020 in return for a percentage of the arrears being written off. If the arrears were not written off, the company may go into administration.</p>			

## For publication

### Commemorations Policy (LC000)

<b>Meeting:</b>	Cabinet
<b>Date:</b>	15.03.22
<b>Cabinet portfolio:</b>	Leader
<b>Directorate:</b>	Corporate
<b>For publication</b>	

#### **1.0 Purpose of the report**

- 1.1 To present for approval the Commemorations Policy 2022 – 2024.

#### **2.0 Recommendations**

- 2.1 That the Commemorations Policy is approved.
- 2.2 That the Leader is given delegated authority to approve minor amendments to the Commemorations Policy in between formal review periods.
- 2.3 That the Service Director Economic Growth and Derbyshire Building Control Partnership undertake a review of the street naming guidance to improve clarity around criteria and decision making.

#### **3.0 Reasons for recommendations**

- 3.1 To establish the key principles for commemoration activity delivered or supported by Chesterfield Borough Council and to provide a clear route for commemoration proposals to be submitted to the council.

#### **4.0 Report details**

- 4.1 Background

In June 2020, the Leader of Chesterfield Borough Council made a commitment, alongside the leaders of a large number of other Councils to review the appropriateness of commemorations within Chesterfield Borough on public land including monuments, statues, plaques and street names. A commitment was also made to ask our communities who is currently missing from our commemorations and how we can ensure future commemorations provide opportunities for education and to celebrate the history of Chesterfield Borough and our diverse communities.

- 4.2 In January 2021 Cabinet received a report on phase 1 of the commemorations review which considered the current position regarding monuments and statues, plaques, street names, street naming and re-naming processes and other types of commemoration activity.
- 4.3 In July 2021 Cabinet received a report on phase 2 (final phase) of the commemorations review which focused on further public and stakeholder consultation to inform future commemoration activity and policy. The recommendation to develop a Commemorations Policy which draws upon the key principles for commemoration activity delivered or supported by Chesterfield Borough Council and to provide a single route and process for commemoration proposals to be submitted to the Council.

#### 4.4 Commemorations Policy

The Commemorations Policy attached at appendix 1:

- Establishes a clear scope for what is covered and not covered by the policy
- Confirms the six guiding principles the Council will use when considering requests for commemorative activity (developed via the 2021 phase 2 consultation)
- Identifies a range of opportunities to commemorate and celebrate key individuals, organisations and historical events which have helped to shape our great borough
- Provides a clear route for both Chesterfield Borough Council services and members of the public, community and voluntary sector groups, faith organisations, businesses or other public sector agencies to submit commemoration proposals

- 4.4 As this is the first Commemoration Policy developed by Chesterfield Borough Council it will run for two years initially with an annual light touch update and review via the Service Director Corporate and Leader. The

policy will be formally reviewed and updated in 2024 once we have more information and experience of using the policy and can evaluate what has worked well and where further improvement may be required.

#### 4.5 Street naming

Derbyshire Building Control Partnership (on behalf of Chesterfield Borough Council) are responsible for all street naming and property numbering within the Chesterfield Borough Council area. The primary objective in naming streets is to facilitate easy identification of premises by, the emergency services, postal / delivery services and general visitors to the area, amongst others. All addresses form part of the National Land and Property Gazetteer (NLPG) which covers the whole of England and Wales.

4.6 Street naming for prominent individuals used to be a popular form of commemoration, however more recently this has become less frequent due to the challenges of undertaking thorough background checks around an individual's history. There may be many cases nationally where issues of concern emerge long after street naming has taken place and the process for re-naming is a controversial, lengthy and complicated legal process to complete.

4.7 Within the Commemorations Policy the recommendation is to avoid street naming for individuals apart from in exceptional circumstances. Agreement of the named person or their family or estate administrators must be obtained and a case made for the person making a significant contribution to the borough of Chesterfield or the specific area of Chesterfield where the development is.

4.8 During the course of the review we identified that the guidance used by Derbyshire Building Control Partnership, information available to the public and other stakeholders and the decision making arrangements require a refresh. We are recommending that this review takes place during 2022/23.

### **5.0 Alternative options**

5.1 None, Cabinet approved a recommendation in July 2021 to develop a Commemorations Policy.

### **6.0 Implications for consideration – Financial and value for money**

- 6.1 Key principle 4 within the Commemorations Policy is the requirement for the initial cost and ongoing maintenance of the commemorations policy to be established before a commitment is made and that this would need to be funded via the proposer or via external funding.

## **7.0 Implications for consideration – Legal**

- 7.1 Legal implications will be a key consideration as part of all commemoration activity proposals. This will be easier to co-ordinate with the single route for commemorations.

## **8.0 Implications for consideration – Human resources**

- 8.1 The commemoration principles and single route for proposals will reduce duplication and wasted effort if commemorations proposals cannot meet the clear principles.

## **9.0 Implications for consideration – Council plan**

- 9.1 The completion of the commemorations review was a key delivery milestone within the Council Plan Delivery Plan for 2021/22.

## **10.0 Implications for consideration – Climate change**

- 10.1 The policy itself is considered to be neutral from a climate change perspective. However, a climate change impact assessment will need to be undertaken for each commemoration activity to ensure that the project is not detrimental to our climate change targets and where possible can make a positive contribution through design, development and education.

## **11.0 Implications for consideration – Equality and diversity**

- 11.1 A pre-liminary equality impact assessment has been undertaken and identified no disproportionate negative impacts.
- 11.2 The various types of commemorations identified offer a range of opportunities to commemorate and celebrate our diverse communities.

## **12.0 Implications for consideration – Risk management**

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
Duplication of effort and frustration due to a lack of clear commemoration guidance and route for consideration.	M	H	Commemoration Policy developed following on from a two stage review including community consultation. Policy includes a clear scope, principles and route for submitting proposals.	L	L
Being unable to secure additional funding and/ partnerships / developer agreements to enable further commemorations.	M	H	<p>Continue to encourage developers to take part in the percent for art scheme.</p> <p>Work with partners and funders to levy external funding where possible.</p> <p>Commemoration policy encourages creativity with existing funding streams and activities to improve commemoration, celebration and education activity.</p>	L	M
Human resource challenges to support new commemoration development.	M	H	<p>Commemorations policy develops a single route and process for commemoration proposals to be submitted to the Council. This will reduce duplication of resources and also ensure human resource impacts are fully assessed before committing to and engaging in activity.</p> <p>Partnership approaches will also be encouraged where possible to maximise capacity and skills are all partners.</p>	M	L

### Decision information

<b>Key decision number</b>	<b>1084</b>
<b>Wards affected</b>	<b>All</b>

### Document information

<b>Report author</b>
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Donna Reddish – Service Director Corporate
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<b>Appendices to the report</b>
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Appendix 1 – Commemorations Policy
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# **Commemorations Policy**

Owner: Policy and Partnerships

Date: March 2022

Review by: March 2024

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# SECTION 1: Introduction, aim and scope

## 1.1 Introduction

A review in 2020 - 2021 identified a wealth of commemorative activity across the borough including statues, monuments, plaques, events and exhibitions, all making a valuable contribution to our history, heritage and culture. It is important to current and future generations of Chesterfield residents that there are a range of opportunities to commemorate and celebrate key individuals, organisations and historical events which have helped to shape our great borough.

## 1.2 Policy aim

The Commemorations Policy seeks to establish the key principles for commemoration activity delivered or supported by Chesterfield Borough Council and to provide a clear route for commemoration proposals to be submitted to the council.

## 1.3 Policy scope

Within scope:

- Commemorations on land owned by or managed by Chesterfield Borough Council
- Commemorations in or on buildings owned by or managed by Chesterfield Borough Council
- Commemorative activities organised, supported in kind or funded by Chesterfield Borough Council. Examples include civic and ceremonial, museum and theatre programming, equality and diversity forum events programme, percent for art, plaques, commemorative gardens and parks and open spaces improvements, street naming and via regeneration schemes

Out of scope:

- Individual small scale memorials at cemeteries, the crematorium or street furniture for example gravestones, commemorative trees, plaques on park benches etc.
- Commemorations on land and buildings not owned or managed by Chesterfield Borough Council

- Commemorations not organised, supported in kind or funded by Chesterfield Borough Council

While these activities are not within the scope of this policy, we would still recommend using the commemoration principles identified as a guide.

## **SECTION 2: Commemoration principles**

- 2.1 The following principles were developed as part of the 2021 review of commemorations and following stakeholder and community consultation. These will be the guiding principles the Council will use when considering requests for commemorative activity

2.2 **Principle 1: Close connection to the borough**

Commemorations supported or developed by Chesterfield Borough Council should only relate to individuals, organisations or historic events with a close connection to the borough. This could be a prominent individual who was born or lived in Chesterfield borough and/or made a significant contribution to the borough. It could be an organisation based in the borough making a significant contribution, our diverse Chesterfield communities, or a building of intrinsic value to the borough.

2.3 **Principle 2: Research and engagement**

All commemoration proposals require a research and engagement stage. This includes consultation with relevant stakeholders including statutory agencies and appropriate community and voluntary sector groups.

Engagement and checks may be required with the planning authority (Chesterfield Borough Council), highways authority (Derbyshire County Council) and heritage bodies such as Historic England.

2.4 **Principle 3: Permissions**

Where commemorations relate to a named individual, either their permission or in the case of a deceased person – their family or estate administrator's permission should be obtained.

Where commemorations relate to an organisation, they should be consulted and permission obtained.

Where commemoration activity relates to buildings or land, the owner should be consulted and permission obtained.

## 2.5 **Principle 4: Costs**

The initial costs and ongoing maintenance of commemorations should be at the expense of the proposer (which may be Chesterfield Borough Council itself) or through external funding.

## 2.6 **Principle 5: Making links and maximising opportunities**

Maximising opportunities through Chesterfield Borough Council and partnership activity for commemoration. For example through policy development, street naming schemes, parks and open spaces investment, regeneration schemes, cultural venues programming.

## 2.7 **Principle 6: Communication**

Scalable communication plans should be developed for all commemoration activity to maximise opportunities for commemoration, celebration and education.

# Section 3: Types of commemoration activity

## 3.1 **Monuments, statues and art installations**

There are a large number of monuments and statues across Chesterfield Borough which showcase our rich industrial heritage and culture. There is a particular wealth of commemorations dedicated to the mining industry, early trade unionism and railway engineering. There are also a number of first and second world war memorials.

The council has operated a 'Percent for Art' scheme since 1994 which has seen the completion of over 80 new art schemes located throughout the borough that help to create a sense of place and add character to the built environment. Our previous Local Plan required all development schemes within the borough costing over £1 million to include a work of art to the value of 1% of the total

cost of the project. Smaller schemes were also encouraged to include artworks within their design. During our last Local Plan examination in 2020 the Planning Inspector asked us to ease this requirement. This may impact on our ability to increase the number of art works and commemorations within the borough but we have however made a commitment to continue to encourage developers to commit to the scheme and community involvement.

### 3.2 **Plaques**

Chesterfield Borough Council, Derbyshire County Council and Chesterfield Civic Society place Blue plaques to commemorate either the intrinsic worth of a building, or an association with people or historical events of significance to the borough. Information is available on the Chesterfield Civic Society website about current blue plaques and their historical context.

### 3.3 **Street names**

Derbyshire Building Control Partnership (on behalf of Chesterfield Borough Council) are responsible for all street naming and property numbering within the Chesterfield Borough Council area. The primary objective in naming streets is to facilitate easy identification of premises by, the emergency services, postal / delivery services and general visitors to the area, amongst others. All addresses form part of the National Land and Property Gazetteer (NLPG) which covers the whole of England and Wales.

In the majority of cases the developer will propose names for the new development or request suggestions from the Council. In both cases local ward members for the area will be consulted. A number of street naming conventions are followed including:

- Street names for new developments should not be duplicated within a postal district area
- Street names should not be difficult to pronounce or awkward to spell
- Names of living or deceased persons will not be allowed, unless agreement of the named person's family or estate administrators has been obtained
- Street names, where possible should reflect the history or geography of the site or area
- Street names construed as advertising will not be allowed
- Street names that could be considered to be offensive will not be allowed
- Dependant street names will not be allowed (eg Mill Close, Park Lane)

- Where a road is in two parts, the use of North, South, East and West in street names should be avoided (eg North Road East and North Road West). It is preferred that two different road names are used
- Phonetically similar names within a postal town area should be avoided
- Historic street naming and Numbering practices have often resulted in many streets in close proximity being assigned the same name but with a differing suffix, eg. Brunel Road, Brunel Avenue, Brunel Close, etc. The Department of Transport advises against this practice. Proposals to name new roads in an area using a differing suffix will normally be refused

In recent years, increased effort has been made to work with developers to create naming schemes which reflect the historical and cultural interest of the site for example wood themed names for the housing development on the former Arnold Laver Timber Company site, we support and encourage this approach.

Street naming for living or deceased people will usually not be permitted as naming permanent features after individuals presents a range of challenges and can be extremely resource intensive. It can be very challenging to undertake background checks around an individual's history and unfortunately sometimes issues of concern emerge long after street naming has taken place. Changing street names is a controversial, lengthy and complicated legal process to complete with significant statutory consultation requirements. In very exceptional circumstances the names of living or deceased people may be used but agreement of the named person or their family or estate administrators must be obtained and a case made for the person making a significant contribution to the borough of Chesterfield or the specific area of Chesterfield where the development is.

### 3.4 **Civic and ceremonial**

**Civic and ceremonial events:** The Council in partnership with a range of organisations including the community and voluntary sector develop and deliver a range of civic and ceremonial activities including the annual Remembrance Sunday Service, Armistice 11<sup>th</sup> hour ceremony and Civic service. There may be additional commemoration activities developed for example World War centenaries, Royal visits, Queen's Jubilee.

**Local Democracy:** We work with schools to deliver an extensive local democracy programme which can include commemoration activity, recent

examples include women getting the vote and our twinning anniversary with Darmstadt.

**Freedom of the Borough:** With the passing of the Honorary Freedom of the Boroughs Act 1885 the dignity attached to the Office of Freeman was revived

and enhanced. This Act conferred upon all Municipal Corporations the power to admit as Honorary Freeman of the Borough “persons of distinction and any persons who have rendered eminent services to the Borough”. Granting the Freedom of the Borough is the highest honour that the borough can confer and should only be used in exceptional circumstances.

**Freedom of entry to the Borough:** This honour is reserved for military regiments with a strong connection to the borough and usually granted upon return from tours of active duty. The honour allows Regiment members to march through the town with bayonets fixed and regimental standards flying.

**Honorary Alderman/ Alderwoman:** Section 249(1) of the Local Government Act 1972, enables the Council to confer the title of Honorary Alderman of the Borough of Chesterfield to former Chesterfield Borough Council elected members in recognition of eminent service rendered to the council.

**Moments of silence:** International, national, regional and local moments of silence (one or two minutes) as a period of silent contemplation and reflection as a gesture of respect for periods of mourning or tragic events are organised as appropriate.

**Books of condolence:** A condolence book or book of condolence is a book in which people may record their condolences after a death or great tragedy. After the death of a leading figure or tragic event, condolence books may be placed in public places such as the Town Hall or Customer Services Centre for members of the public to use. We may also utilise or signpost to electronic books of condolence.

**Flag flying:** Throughout the year we fly flags from the Town Hall and other prominent Council buildings to symbolise the borough’s support for local, national and international days and events. At the beginning of each calendar year, a list of flag flying days is produced based on the dates outlined in our Flag Flying Policy, guidance from the Government on designated days for flying the Union Flag and advice from the National Association of Civic Officers (NACO) on special events taking place during the year, such as anniversary



events. We also develop a list of additional flag flying days for commemorative and celebratory activities relevant in support of our civic programme and community support. Consideration will be given to additional requests for flag

flying, however a minimum of six weeks' notice is required between a request being submitted and the commemorative day as careful consideration of the commemoration principles and flag flying policy are required and time to order flags.

**Illumination of the Town Hall:** We do occasionally receive requests to illuminate the Town Hall, normally this will be declined as it does not support our climate change agenda and adds additional resource strain in terms of staff time and equipment.

### 3.5 **Equality and Diversity Forum events programme**

The Equality and Diversity Forum, supported by Chesterfield Borough Council organise a range of commemorative, educational and celebratory events and activities each year. The Forum hold a planning meeting each year to develop and prioritise themes. In addition to the core Forum programme, the Forum with Chesterfield Borough Council support and promote a range of equality and diversity related activity for example Black History Month projects with the African Caribbean Association and Chesterfield Pride.

### 3.6 **Cultural services**

**Chesterfield Museum:** The Council is about to embark on a £15.6m project to remodel and refurbish Chesterfield's 'striking' Stephenson Memorial Hall extending the Pomegranate Theatre, reconfiguring and modernising Chesterfield Museum, and introducing new gallery space, a café bar, education, and community facilities. This new approach offers a significant opportunity to commemorate and display for story of Chesterfield. This will be through a combination of fixed exhibitions and a changing programme of exhibitions that look at Chesterfield in a variety of different ways including the commemoration and celebration of people, organisations and communities. Previous examples include the building a trench to commemorate the end of World War I, hosting exhibitions from local community groups and organisations including the Chinese Big Society, Chesterfield College and Derbyshire LGBT+. In 2016 there was an extensive exhibition looking at the 'Great and the Good' of Chesterfield in portraits. Chesterfield Museum presents a significant opportunity for further commemoration, celebration and education.

**Revolution House:** The Revolution House in Old Whittington, owned and managed by Chesterfield Borough Council, is in itself a commemoration of an important historical event. Once an alehouse, Revolution House takes its name

from the Revolution of 1688. It was the site of a meeting between three local noblemen who began making plans to raise support in the North and Midlands to remove King James II from the throne and offer the crown to James' daughter Mary and her Dutch husband William.

**Chesterfield Theatres:** Chesterfield Theatres consists of two Grade II-listed theatres called the Pomegranate Theatre and the Winding Wheel Theatre owned and managed by Chesterfield Borough Council. The theatres host a diverse programme of cinema, drama, dance, music, comedy and community based activities. The theatres can also be hired. On occasions theatre programming may include special events and showings to commemorate significant historical events for example World War I centenary.

- 3.7 Parks, open spaces and cemeteries:** We have worked in partnership to develop a number of memorial and commemorative spaces within our parks, open spaces and cemeteries. For example we have worked in partnership with Chesterfield Sands (the stillbirth and neonatal death charity) to develop three memorial gardens: the Staveley Baby Garden, Boythorpe Baby Garden and the Never Land Garden at Chesterfield Crematorium.
- 3.8 Regeneration and environmental improvement schemes:** Chesterfield Borough Council and partners are developing and delivering a number of significant regeneration and environmental improvement schemes across the borough. As part of these schemes we aim to consider how we can maximise opportunities for appropriate commemoration. This could include planting schemes, interpretation boards, sculptures, street furniture, naming etc.
- 3.9 Communication channels:** Chesterfield Borough Council manages a range of communication channels including Your Chesterfield (the Council's resident magazine), website and staff intranet and social media accounts including Twitter, Facebook, LinkedIn, Instagram and YouTube. These communication channels are a vital part of commemoration proposals but can also be used to commemorate individuals, organisations and significant events or causes as stand alone activities.

## Section 4: Commemoration proposals

### 4.1 Chesterfield Borough Council developed proposals


The commemoration principles identified within section 2 of this policy should be followed for all commemoration activity developed by Chesterfield Borough Council or where Chesterfield Borough Council is a delivery partner. The lead officer should inform the Service Director – Corporate of any new or changed commemoration plans early in the process so that assurances can be made regarding the principles and assistance such as legal advice, governance matters, communications, health and safety and community engagement/consultation can be arranged. Support from other services including ICT, customer services, finance, planning development control and conservation, building control and Human Resources may also be required.

### 4.2 Other proposals

Members of the public, community and voluntary sector groups, faith organisations, businesses or other public sector agencies may wish to submit proposals for commemoration activity which fall within the scope of this policy (covered at section 1.3) for consideration by the Council. Proposals should be submitted to the Policy and Partnerships Manager for initial consideration and discussions with relevant services, partner agencies, elected members and to confirm decision making arrangements (if required).

E-mail: [katy.marshall@chesterfield.gov.uk](mailto:katy.marshall@chesterfield.gov.uk)  
Post: Katy Marshall – Policy and Partnerships Manager  
Directorate Corporate  
Chesterfield Borough Council  
Town Hall  
Chesterfield  
S40 1LP

The following initial information will be required in order to consider your request:

- 
- Name of the individual, organisation or event you wish to be commemorated and further relevant information such as key dates, locations etc.
  - Their connection and contribution to Chesterfield borough

- Type of commemoration activity requested
- Location of the commemoration
- How the commemoration will be funded including initial costs and ongoing maintenance
- Further information about you are the proposer – are you a member of the public, business, community group etc.
- Your contact information

Please note for some types of commemoration activity there will be a long lead in period due to programming requirements, approval processes, the ordering of materials, permissions etc. so early discussions are vital.

## Section 5: Monitoring and review

- 5.1 As this is the first Commemoration Policy developed by Chesterfield Borough Council it will run for two years initially with an annual light touch update and review via the Service Director Corporate and Leader. The policy will be formally reviewed and updated in 2024 once we have more information and experience of using the policy and can evaluate what has worked well and where further improvement may be required.

## For publication

### Modern Slavery Statement – 2022/23 (HW000)

<b>Meeting:</b>	Cabinet
<b>Date:</b>	15.03.22
<b>Cabinet portfolio:</b>	Health and Wellbeing
<b>Directorate:</b>	Corporate
<b>For publication</b>	

#### **1.0 Purpose of the report**

- 1.1 To present for approval the council's modern slavery statement for 2022/23.

#### **2.0 Recommendation**

- 2.1 That the Chesterfield Borough Council modern slavery statement is approved for 2022/23.

#### **3.0 Reasons for recommendations**

- 3.1 To demonstrate and strengthen our commitment to prevent and reduce the impact of modern slavery.

#### **4.0 Report details**

##### **4.1 Background**

The Modern Slavery Act 2015 consolidates various offences relating to human trafficking and slavery. In broad terms:

- 'slavery' is where ownership is exercised over a person
- 'servitude' involves coercion to oblige a person to provide services
- 'forced and compulsory labour' is where a person works or provides services on a non-voluntary basis under the threat of a penalty

- 'human trafficking' involves arranging or facilitating the travel of a person with a view to exploiting them
- 4.2 Section 52 of the Act imposes a duty on public authorities, including district councils, to notify the Secretary of State (via the National Crime Agency) of suspected victims of slavery or human trafficking.
- 4.3 Section 54 of the Act imposes a legal duty on organisations, which supply goods and/or services from or to the UK and have a global turnover above £36 million, to publish a slavery and human trafficking statement each financial year. On the introduction of the Act it was unclear if local authorities and other public sector bodies were covered by the requirement. Additional guidance later clarified that public sector bodies do not currently need to comply with this duty.
- 4.4 Chesterfield Borough Council recognises the huge impact that this crime has on vulnerable people and in our communities so we are committed to working with partner agencies to play our part in eradicating modern slavery. To demonstrate our commitment and highlight how we can help prevent exploitation, Chesterfield Borough Council like many local authorities including Derbyshire County Council and Derby City Council volunteered to develop and implement modern slavery statements from 2018/19 onwards.
- 4.5 Potential strengthening of legislation

The Government have indicated that they would like to strengthen the legislation around Modern Slavery which is likely to have an impact on the future development of Modern Slavery Statements. This includes:

- Extending section 54 of the Modern Slavery Act 2015 to cover all public bodies with a budget / turnover of £36 million or more
- Introduce mandatory reporting topics to incentivise progress in key areas
- Require all statements to be published on the new Government reporting service by a single reporting deadline each year, to drive compliance and empower investors, consumers and residents to scrutinise action taken
- The Government is also exploring options for civil penalties in line with the development of a Single Enforcement Body for employment rights

- 4.6 These changes will require legislative change and as yet there has been no indication of when these changes will be made only that it will be “when parliamentary time allows”.

4.7 Modern Slavery Statement for 2022/23

The modern slavery statement for 2022/23 is attached at Appendix 1. The statement includes:

- Modern Slavery Act requirements
- The Modern Slavery Charter
- The standards we will meet and expect others we do business with to meet
- Procurement and supply chains
- How modern slavery links into our policies and plans
- Training and awareness raising
- Partnership working

- 4.8 The statement will be reviewed annually and published on the council’s website.

## **5.0 Alternative options**

- 5.1 The development of a Modern Slavery Statement is not currently (although it is likely to be in the near future) a mandatory requirement for local authorities so we could choose not to produce and publish a statement. This however is viewed as a backward step as we have previously made a voluntary commitment to produce annual statements and undertake key work to prevent and reduce modern slavery.

## **6.0 Implications for consideration – Financial and value for money**

- 6.1 Chesterfield Borough Council spends in excess of £40 million each year on supplies and services from other organisations to help us to deliver our Council Plan and provide over 50 services to our communities. Our Procurement Strategy and plans have clear commitments and actions to prevent modern slavery within our supply chains. This is part of our value for money assessment.

## **7.0 Implications for consideration – Legal**

- 7.1 The Modern Slavery Act 2015 consolidates various offences relating to human trafficking and slavery with section 52 of the Act imposing specific

reporting duties for public authorities. Chesterfield Borough Council currently voluntarily complies with the provisions in section 54 of the Act regarding Modern Slavery Statements.

- 7.2 The Government have indicated that they would like to strengthen the legislation around Modern Slavery which is likely to have an impact on the future development of Modern Slavery Statements. This situation will be monitored and adjustments made to our supporting and reporting activity to comply with the new provisions here relevant.

## **8.0 Implications for consideration – Human resources**

- 8.1 Chesterfield Borough Council has a programme of mandatory safeguarding training for all employees and elected members. This includes content about modern slavery and human trafficking and enables them to identify and know how to report suspected or disclosed incidents.

- 8.2 We carry out inspections of food premises, other commercial premises, industrial buildings and domestic residential properties. Staff engaged in these activities receive a higher level of training to enable them to spot issues of concern relating to modern slavery and understand how to support and respond to concerns.

## **9.0 Implications for consideration – Council plan**

- 9.1 The actions and activities within the statement support and underpin the Council Plan and are a key consideration in the delivery of priorities.

## **10.0 Implications for consideration – Climate change**

- 10.1 There are no specific implications around Climate Change.

## **11.0 Implications for consideration – Equality and diversity**

- 11.1 Equality analysis of our approach to reducing modern slavery and its impacts has been considered and no negative impacts for protected characteristics identified. These arrangements make significant positive contributions to all groups but in particular younger people, people with disabilities and migrants who are disproportionately affected by modern slavery. This is reviewed annually as the statements are updated.



## 12.0 Implications for consideration – Risk management

Failure to respond to legislative requirements of the Modern Slavery Act 2015 – section 52.	H	M	<p>Modern Slavery forms part of our Safeguarding Policy and procedures. This includes reporting responsibilities.</p> <p>Learning and development activity in place.</p> <p>Key partnership working with Derbyshire Safer Neighbourhoods Board, Derbyshire Adult Safeguarding Board and Derby and Derbyshire Safeguarding Children Board.</p> <p>Derbyshire Districts Safeguarding Partnership also in place to share intelligence, best practice and learning.</p>	M	L
Failure to comply with anticipated legislative changes – Modern Slavery Act S54.	H	M	<p>Currently voluntarily complying with legislation.</p> <p>Extensive experience of similar reporting mechanisms through Gender Pay Gap reporting systems.</p>	M	L

### Decision information

<b>Key decision number</b>	<b>1085</b>
<b>Wards affected</b>	<b>All</b>

### Document information

<b>Report author</b>
Donna Reddish – Service Director Corporate
<b>Appendices to the report</b>
Appendix 1 – Modern Slavery Statement 2022/23



## **Modern Slavery and Human Trafficking Statement 2022/23**

### **1.0 Introduction**

- 1.1 Chesterfield Borough Council is committed to preventing slavery and human trafficking in its corporate activities, and ensuring that its supply chains are free from slavery and human trafficking.
- 1.2 This Modern Slavery and Human Trafficking Statement sets out the Council's actions to understand potential modern slavery risks related to its business and put in place steps that are aimed at ensuring that there is no slavery or human tracking in its own business, and its supply chains.
- 1.3 This Modern Anti-Slavery and Human Trafficking Statement relates to actions and activities during the financial year 1 April 2022 to 31 March 2023.

### **2.0 The Modern Slavery Act 2015**

- 2.1 The Modern Slavery Act 2015 consolidates various offences relating to human trafficking and slavery. In broad terms:
- 'slavery' is where ownership is exercised over a person
  - 'servitude' involves coercion to oblige a person to provide services
  - 'forced and compulsory labour' is where a person works or provides services on a non-voluntary basis under the threat of a penalty
  - 'human trafficking' involves arranging or facilitating the travel of a person with a view to exploiting them
- 2.2 Section 52 of the Act imposes a duty on public authorities, including district councils, to notify the Secretary of State of suspected victims of slavery or human trafficking. Section 54 of the Act imposes a legal duty on organisations, which supply goods and/or services from or to the UK and have a global turnover above £36 million, to publish a slavery and human trafficking statement each financial year. The public sector is not covered by this piece of legislation however as Chesterfield Borough Council engages in commercial activities by providing services (statutory and discretionary), and its annual turnover is greater than £36million we have decided to produce an annual statement on a voluntary basis.

### **3.0 Standards**

- 3.1 Chesterfield Borough Council will meet the following standards and also expects those with whom it does business with, to meet these standards:
- To support every individual's human right to live free from abuse, servitude and inhumane treatment
  - To promote ethical business and operational practices in corporate activity and the services delivered
  - To take appropriate steps to ensure that slavery and human trafficking is not taking part in any of its business or supply chains
  - To take reports of witnessed, suspected or disclosed concerns of slavery and human trafficking seriously
  - To take appropriate steps with relevant partner agencies to address actual instances of slavery and human trafficking.
- 3.2 In December 2018 Chesterfield Borough Council signed up to the Co-operative Party Charter against modern slavery. The charter recognises the important role that local authorities in the UK can play in reducing modern slavery, in particular through its procurement activity and supply chains. We are using the charter as an improvement tool to strengthen our policies, procedures and practices to maximise our impact particularly in the prevention of modern slavery.

### **4.0 Procurement and supply chains**

- 4.1 Chesterfield Borough Council spends in excess of £40 million each year on supplies and services from other organisations to help us to deliver our Council Plan and provide over 50 services for our communities. Examples of things we buy include waste collection services, energy, vehicles, catering products, building works, specialist consultancy support, seeds, equipment and IT software.
- 4.2 During 2020/21 we moved to an in-house procurement service designed to strengthen the Council's capacity and expertise in procurement and successfully deliver the Procurement Strategy 2020 – 2023. Modern Slavery prevention forms a key part of our new strategy. A new ICT system has been developed and deployed

which captures all the Council's procurement activity in one place to improve data quality and visibility of procurement activity and spend.

- 4.3 Within our procurement process, Chesterfield Borough Council expects all suppliers of goods and services to comply with all applicable laws, statutes, regulations [and codes] from time to time in force [including [but not limited to] the Modern Slavery Act 2015, their own anti-slavery policy (where applicable) and this Modern Anti-Slavery and Human Trafficking Statement.
- 4.4 All new suppliers for new or extended contracts are required to self-certify during the tendering process whether the Modern Slavery Act applies to them and that they meet the requirements of the Act.
- 4.5 The Council also requires its contractors and sub-contractors engaged activities with children and vulnerable adults to have safeguarding policies, procedures and training in place and to comply with the reporting procedures in the Council's Safeguarding Policy.

## **5.0 Policies and plans**

- 5.1 Chesterfield Borough Council has a range of policies and plans in place which reflect its commitment to acting ethically and with integrity to prevent slavery and human trafficking in its operations:
- Vision and Council Plan - The Council's vision is 'Putting our Communities First' and our Council Plan includes a key objective of improving quality of life for our communities.
  - Safeguarding Children and Vulnerable Adults Policy and Procedure – sets out how the Council will safeguard and promote the welfare of children and vulnerable adults who come into contact with its services and activities. The policy covers how the Council should comply with the duty to notify the Secretary of State of suspected victims of slavery and human trafficking.
  - Whistleblowing Policy – encourages all its employees to report concerns about any aspect of service provision, conduct of officers and others acting on behalf of the Council, or the supply chain. The policy is designed to make it easy to make disclosures without fear of discrimination and victimisation.

- Employee Code of Conduct – is the ethical framework that employees work to, which makes clear the actions and behaviour expected of them when representing the Council. The Council strives to maintain the highest standards of employee conduct and ethical behaviour and breaches are investigated.
- Recruitment Policy – sets out robust procedures for vetting new employees, which ensures they are able to confirm their identities and qualifications. To comply with the Asylum, Immigration and Nationality Act 2006, all prospective employees are asked to supply evidence of their eligibility to work in the UK. References are also requested and followed up.
- Procurement Strategy and documentation – these have been reviewed and include modern slavery and safeguarding requirements.
- Equality and Diversity Policy and Strategy - sets out the Council's legal obligations under the Equality Act 2010 and the various ways the Council meets its duties.

## **6.0 Training and awareness**

- 6.1 Chesterfield Borough Council has a programme of mandatory safeguarding training for all employees and elected members. This includes content about modern slavery and human trafficking and enables them to identify and know how to report suspected or disclosed incidents.
- 6.2 We carry out inspections of food premises, other commercial premises, industrial buildings and domestic residential properties. Staff engaged in these activities receive a higher level of training to enable them to spot issues of concern relating to modern slavery and understand how to support and respond to concerns.
- 6.3 Procurement training for all managers has been improved to coincide with the revised strategy, processes and ICT system. This includes content about modern slavery.

## **7.0 Partnership working**

- 7.1 Chesterfield Borough Council has a strong track record of working in partnership with other agencies to respond to safeguarding, slavery and trafficking issues. This includes supporting the Derby and Derbyshire Modern Slavery Partnership via the

Safe Derbyshire Partnership and the Organised Crime Partnership led by Derbyshire Police. We work with colleagues to develop a common understanding and partnership approach to the threats, vulnerabilities and risks relating to slavery and human trafficking. This approach is also applied to our strategic migration work locally, countywide and regionally.

- 7.2 We also work with a range of agencies to safeguard children and vulnerable adults. This includes supporting the work of the safeguarding boards, Chesterfield Children's locality partnership and district Councils safeguarding network.

**This Modern Anti-Slavery and Human Trafficking Statement is approved by the Council's Corporate Leadership Team and endorsed by Cabinet. It will be reviewed and updated as necessary and published on an annual basis.**

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