

EFFINGHAM PARISH COUNCIL

STATEMENTS OF GUIDANCE AND POLICY

1. Anti-Bribery Policy

The Bribery Act 2010 came into force on 1 July 2011. The act affects everyone in the country in all aspects of life, not only public bodies including parish councils.

Bribery is an inducement or reward offered, promised or provided to gain personal, commercial, regulatory or contractual advantage.

The Bribery Act 2010 makes it an offence to offer, promise or give a bribe (Section 1). It also makes it an offence to request, agree to receive, or accept a bribe (Section 2). Section 7 covers the corporate offence of failure by an organisation to prevent bribery.

A parish council will have a defence under the law if it can show that it has taken reasonable precautions to prevent bribery.

STATEMENT OF POLICY

The following statement of policy was adopted by Effingham Parish Council at its meeting of 28 February 2012.

Bribery is a criminal offence. Effingham Parish Councillors and Officers do not, and will not, pay bribes or offer improper inducements to anyone for any purpose. We will not accept bribes or improper inducements.

Effingham Parish Councillors and Officers will not use a third party as a conduit to channel bribes to others, nor will we engage indirectly in, or otherwise encourage, bribery. We will not accept payments, inducements or gifts to secure or expedite actions.

We are committed to the prevention, deterrence and detection of bribery. We have zero-tolerance towards bribery.

WHAT TO DO IF OFFERED A BRIBE OR INDUCEMENT

If in the course of your duties someone offers a bribe or inducement you must politely refuse and immediately report the matter to one (or more) on the list below:

- Clerk
- Chairman (or in his absence the Vice Chairman)
- Monitoring Officer, Guildford Borough Council
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- Police
- Professional Organisation
- Charity "Public concern at work" 0207 404 6609

If you report the matter to the Parish Council Chairman or the Clerk they will discuss the allegation immediately with the Monitoring Officer at Guildford Borough Council.

If you receive information that an act of bribery has taken place or may take place you must note as many details as possible, especially who is involved, how you found out and where/when it took place, or will take place. You will not be expected to prove the truth of the allegation but you will need to show why there are grounds for concern. Reports should be made in the same way as shown above.

The earlier a report is made the easier it is to take action. You will not be expected to prove the allegation but you will need to be able to substantiate the allegation to the person you are reporting it to.

Advice and guidance on how matters can be pursued can be obtained from people and organisations on the list above and the charity "Public concern at work" on telephone number 0207 404 6609.