



Parish Council

Anti Bribery Policy

A. INTRODUCTION

Bribery is a criminal offence. Yalding Parish Council prohibits any form of bribery. We require compliance, from everyone connected with our business, with the highest ethical standards and anti-bribery laws applicable. Integrity and transparency are of utmost importance to us and we have a zero-tolerance attitude towards corrupt activities of any kind, whether committed by Councillors, employees or by third parties acting for or on behalf of Yalding Parish Council.

B) POLICY

It is prohibited, directly or indirectly, for any Councillor, employee or person working on our behalf to offer, give, request or accept any bribe i.e. gift, loan, payment, reward or advantage, either in cash or any other form of inducement, to or from any person or Yalding Parish Council in order to gain commercial, contractual or regulatory advantage for Yalding Parish Council, or in order to gain any personal advantage for an individual or anyone connected with the individual in a way that is unethical.

C) SUSPICION

If we suspect that an employee has committed an act of bribery or attempted bribery, an investigation will be carried out and, in line with our disciplinary procedure where appropriate, action may be taken which may result in dismissal, or the cessation of our business arrangement.

If a Councillor is suspected of committing an act of bribery or attempted bribery an investigation will be carried out and they may be referred to the Standards Committee of Maidstone Borough Council.

D) REPORTING

If a Councillor, employee or person working on our behalf, suspects that an act of bribery or attempted bribery has taken place, even if not personally involved, they are expected to report this to Chair of the Parish Council. They may be asked to give a written account of events.

Staff are reminded of Yalding Parish Council's Whistleblowing Policy.

E) GIFTS AND HOSPITALITY

We realise that the giving and receiving of gifts and hospitality as a reflection of friendship or appreciation where nothing is expected in return may occur. This does not constitute bribery where it is proportionate and recorded properly.

No gift should be given, nor hospitality offered by an employee or anyone working on our behalf without receiving prior written approval from the full Council.

Similarly, no gift or offer of hospitality should be accepted by an employee or anyone working on our behalf without receiving prior written approval from the Chairman. No Councilor shall receive a gift or offer of hospitality without reporting it to the full Council.

F) RECORD KEEPING

A record will be made by The Clerk of every instance in which gifts or hospitality are given or received.

As the law is constantly changing, this policy is subject to review and Yalding Parish Council reserves the right to amend this policy without prior notice.

Re-adopted on 2 July 2024

To be reviewed annually at the Annual Parish Council Meeting (see minutes of that meeting).