

Manchester City Council: Example of best practice

Governance

- The Council's Constitution includes financial regulations of which there is a whole section covering contract procurement rules for officers to comply with.
- There is an Ethical Procurement Policy which sets out our commitment to values and integrity that we require to be shared by external suppliers delivering a service.
- The Code of Conduct contains 6 fundamental principles which include that employees will not allow personal interests to conflict with the Council's requirements.
- The Code also contains specific requirements in relation to procurement requiring that employees exercise fairness and impartiality, do not disclose confidential information and, when awarding contracts, have no involvement with external contractors (or potential contractors) and is clear that the receipt of any gift, loan, advantage in reward for doing or not doing something within their official capacity is a serious criminal offence. It is the Council's policy that all offers of gifts and/or hospitality should be declined but acknowledges that in certain situations this may not be possible as such clear guidelines are included within the Code over how and when such items may be accepted. It also states that all offers whether accepted or declined should be recorded in a departmental register.