

Examples of best practice in prevention, detection and management of fraud and corruption – Leicestershire County Council

Supplier Code of Conduct

The Council has developed a Supplier Code of Conduct which requires suppliers and companies who do business with the Council to operate in full compliance with the laws, rules and regulations of the countries in which they operate and to seek similar commitments across their own supply chain. Within the section concerning “Law and Ethical Standards” the following sections are included:

Conflicts of interest must be avoided or managed

- Suppliers shall avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work with the Council. They should not act or take decisions in order to gain financial or other material benefits for themselves, relatives, friends and close associates, other than payment from the Council for the services they are contracted for. They shall declare any conflicts of interest and manage the conflict to the benefit of the Council.

Offers of gifts and hospitality should be avoided

- No gifts or hospitality shall be given or promised that could create suspicion of an intention to influence business transactions with the Council or give the impression that individuals have been or may have been influenced in their Council duties (refer to the County Council Policy on the Receipt of Gifts and Hospitality available on website).

Improper payments/Bribery

- The supplier shall comply with international anti-bribery standards as stated in the United Nations’ Global Compact and local anti-corruption and bribery laws including The Bribery Act 2010.
- Further information on relevant Council policy and practice can be found in the following documents, which are available on website:
 - The Constitution (includes Financial Procedure Rules, Contract Procedure Rules, Members’ Code of Conduct and Officers’ Code of Conduct)
 - Anti-Fraud and Corruption Policy
 - Confidential Reporting Procedure (Whistleblowing Policy)
 - Policy on the Receipt of Gifts and Hospitality
 - Anti-Money Laundering Policy
 - Anti-Bribery Policy

Anti-Competitive Behaviour

- Suppliers shall avoid practices that may be viewed as anti-competitive, for example sharing confidential or commercially sensitive information.

All procurements will include the requirement at Supplier Qualification (SQ) stage for suppliers to indicate they will abide by the Code of Conduct and will be monitored against this through contract management mechanisms. Failure to adhere to the Code of Conduct will be dealt with through contractual sanctions where appropriate.