

WHAT IS BRIBERY?

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

Bribery is a form of corruption. **Corruption** can be defined as any unlawful or improper behaviour that seeks to gain an advantage through illegitimate means.



THE BRIBERY ACT 2010

Four key offences under the Act

- ① bribing another person (section 1)
- ② being bribed (section 2)
- ③ bribing a foreign public official (section 6)
- ④ failure by a commercial organisation to prevent bribery (section 7)

Bribery is a criminal offence and can result in imprisonment and/or unlimited fines for the individuals and organisations.



ANTI-BRIBERY POLICY

Sets out what bribery is, the law, the arrangements in place within the council to mitigate the risk and enable compliance by all council staff and its associates (for example, contractors). In conjunction with related council policies and key documents it will also enable the identification and effective reporting of a potential breach.

Bribery undermines democracy and the rule of law and improperly influences the decision-making process. Bribery will not be tolerated. As well as the possibility of civil and criminal prosecution, staff that breach this policy will face disciplinary action, which could result in dismissal for gross misconduct.



RESPONSIBILITIES FOR ALL

The responsibility to control the risk of bribery occurring resides at all levels of the Council and not solely within assurance functions. It is everyone's responsibility to be open, honest and trusted in line with the core values and expected behaviours of the Council, in line with the code of conduct. It is also imperative that we act with integrity, protect public funds and spend money wisely.



REPORTING CONCERNS

Concerns should be raised with management or Internal Audit. Details can be found in the anti-bribery policy. If you are a manager and receive a report of bribery, please inform Internal Audit of the details and how this has been addressed so we can monitor consistency in the council's response.

Whistleblowing hotline :
0113 3788008

Email:
concerns@leeds.gov.uk

Whistleblowing referral online form on Insite

For general advice contact
internalaudit@leeds.gov.uk



GUIDANCE AND TRAINING

Guidance around how to identify and address any concerns around bribery can be found in the Anti Bribery Policy.

The free fraud awareness training available on the PAL system is designed to raise awareness of fraud, bribery and corruption that could impact the council. The dedicated bribery and corruption module includes scenarios that should help you spot these, your responsibilities and how to report concerns.