



## **HOSPITALITY & GIFTS POLICY**

### **Purpose**

The purpose of this Policy is to establish controls to ensure compliance with all applicable anti-bribery and corruption regulations including the Bribery Act 2010 and to ensure the Council's business is conducted in a socially responsible and legal manner.

### **Scope**

Bribery undermines democracy and the rule of law. Routine local council activities and decision making may expose councils to the risk of bribery offences being committed. Such risks could, for example, relate to entering contracts for the supply of goods or services or commenting on planning applications. It could be said the greater the range and /or financial value of activities carried out by a Council the greater the risk of bribery occurring.

### **Hospitality and Gifts**

Councils may be offered corporate hospitality / gifts by those who want to supply goods and services to them, or by those seeking to win favour and/or favourably influence decisions on relevant matters placed before the Council. Bona fide hospitality to establish cordial relations or other business expenditure for activity intended to promote products and services is recognised as an established and important part of doing business. It is not the intention of the Bribery Act 2010 to criminalise such behaviour.

Hospitality and promotional or other similar business expenditure can, however, be employed as bribes. The greater the expenditure and the more lavish the hospitality provided, the greater the inference that it is intended to influence another and to constitute bribery. This will depend on the nature of business and each council will need to form a view on what is acceptable hospitality. The timing of any hospitality and its purpose will also need to be considered.

Councillors are subject to the terms of the Code of Conduct adopted by their Council and should apply them when approached to accept hospitality or gifts which offered by virtue of his or her office. Wherever possible, Councillors are encouraged to decline offers of hospitality and/or gifts.

### **Register of Hospitality and Gifts**

To ensure transparency the Council maintains a Register of Hospitality and Gifts with a zero threshold. Councillors are prompted to update the Register at every scheduled full meeting of the Council and the Register is available to view on the Council's website. The Clerk can assist councillors with updating the Register.

### **Version History and Review**

Policy name: Hospitality and Gifts Policy

Policy adopted: 5<sup>th</sup> March 2024

Version: 1

Adopted by: Full Council

Next review by: March 2027

**Appendix: Register of Gifts and Hospitality**

<b>Councillor Receiving Gift/Hospitality</b>	<b>Gift Description</b>	<b>Donor</b>	<b>Estimated Value</b>	<b>Date Given</b>	<b>Date Declared</b>	<b>Accepted or Declined</b>