

## Appendix E

### Proposed revisions to the LFRS Constitution

#### CONSTITUTION.

##### Section K - Anti-Fraud and Corruption Strategy

1. For the purposes of this Statement and the Anti-Fraud and Corruption Strategy, the following definitions apply:

(a) Fraud -the abuse of position, or false representation, or prejudicing someone's rights for personal gain.

(b) Corruption - the deliberate misuse of a position for direct or indirect personal gain.

2. The CFA takes its responsibilities to protect the public purse very seriously and is fully committed to the highest ethical standards, in order to ensure the proper use and protection of public funds and assets. To achieve the objectives set out in Our Plan, the CFA needs to maximise the financial resources available to it. The CFA has an ongoing commitment to continue to improve its resilience to fraud, corruption and other forms of financial irregularity.

3. The CFA advocates strict adherence to its anti-fraud framework and associated policies. Whilst individual circumstances of each case will be carefully considered, in the majority of cases there will be a zero tolerance approach to fraud and corruption in all of its forms. The CFA will not tolerate fraud or corruption by its Members, Officers, suppliers, contractors, partners or service users and will take all necessary steps to investigate all allegations of fraud or corruption and pursue sanctions available in each case, including removal from office, disciplinary action, dismissal and/or referral to the Police. The required ethical standards are included in both our Members' Code of

Conduct (Section H) and Officers' Code of Conduct (Section I). Where cases have been proven, the CFA will seek compensation for losses that it has incurred.

4. The CFA fully recognises its responsibility for spending public money and holding public assets. The prevention, and if necessary the investigation, of fraud and corruption is therefore seen as an important aspect of its duties which it is committed to undertake. The procedures and also the culture of the CFA are recognised as important in ensuring a high standard of public life.

5. The CFA's **general belief and expectation is that those associated with it (Members, Officers, service users, contractors and voluntary bodies) will act with honesty and integrity. In particular, Members and Officers will lead by example and will be accountable for their actions.**

6. The CFA recognises, however, that it must guard itself against the possibility of fraud and corruption. To this end, it will devise systems and take specific measures that reduce its risk. In taking such measures however, due regard will be taken of the legal rights of individuals.

7. At the same time the CFA also recognises that the people associated with it, particularly its Officers, can make a significant contribution to the prevention of fraud and corruption. It will therefore seek to raise the awareness of

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Officers about fraud and corruption and how to report or pass on concerns.

8. The CFA **will take steps to help ensure high standards of ethical behaviour are adopted in partnerships to which the CFA is a member. This will be done through applying appropriate elements of this Policy Statement to all**

partnership working, where it is relevant to do so. With regard to partnership working, responsibility for Codes of Conduct and policies of this nature (and so for enforcement action for breach of those codes or policies) generally lies with the relevant individual organisation in the partnership. The response of the CFA may be limited to drawing the attention of the partner organisation to its concerns.

9. The CFA recognises its duty to provide leadership and guidance on the prevention of fraud and corruption. This Policy Statement is therefore underpinned by an Anti-Fraud and Corruption Strategy. The Strategy sets out what actions the CFA proposes to take over the medium-term future to continue to develop its resilience to fraud and corruption. It sets out the key responsibilities with regard to fraud prevention, what to do if fraud is suspected and the action that will be taken by management. The CFA will ensure that the rights of people raising legitimate concerns are properly protected.

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