



The City is committed to the highest standards, treating all workers with respect and dignity, ensuring safe working conditions as well as conducting environmentally responsible and ethical operations. We expect our suppliers and their supply chain, to embrace the following social, environmental, and ethical responsibilities and comply with all applicable laws and regulations.

Conflicts of Interest

All City employees, elected members, committee members, goods and service providers and contractors must disclose any actual, perceived or potential conflicts of interest. The City extends this requirement to all sectors of the community undertaking business with the City.

Incentives and Gifts

Suppliers will not offer or accept any form of benefit or gift whilst engaged with the City.

Ethics

Conduct all business relationships with respect, honesty and integrity, and avoid causing harm to others as a result of business decisions. Actively support and promote corporate social responsibility (CSR).

Confidentiality

Information which is marked confidential, or which a reasonable person, would expect to be confidential, should be treated as such.

Communication

All communication should be professional and respectful. Suppliers should not make statements or behave in anyway that could mislead anyone to believe that they represent the City or are expressing the City's views or policies without appropriate authority.

Intellectual Property

In business relationships with the City, parties should respect each other's intellectual property rights and will formally negotiate any access, licence or use of intellectual property.

Responsible Business Practices

The City is committed to fair, safe and responsible business practices and upholding human rights within all levels of the supply chain.

Value for Money

It is an overarching principle governing business that allows the best possible outcome to be achieved for the City. Compliance with specification, benefits and assessment of inherent risks are more important than obtaining the lowest price.

Sustainable Practices

The City recognises its corporate and social responsibility and is committed to setting up efficient, economical and sustainable procedures in all purchasing activities and to consider the environmental and social impacts when procuring goods and services.

Safety

All parties shall observe legal and moral obligations to protect the safety of City employees, elected members, committee members, goods and service providers, contractors and the public.

Confidential Reporting of Misconduct

Anyone can report suspected serious misconduct by contacting the City of Melville's Misconduct, Corruption and Fraud Hotline: 08 9364 0100 or fraud.external@melville.wa.gov.au