



EMPLOYMENT COMMITTEE - 12 MARCH 2014

**JOINT REPORT OF THE COUNTY SOLICITOR AND DIRECTOR OF
CORPORATE RESOURCES**

EMPLOYEE CODE OF CONDUCT

Purpose of Report

1. The purpose of this report is present the draft revised Employee Code of Conduct for consideration.

Background

2. The Employee Code of Conduct forms Part 5B of the County Council's Constitution. It was last revised in 2006. The current Code includes a set of principles and three appendices: the policies for the register of interests, register of gifts and hospitality and whistleblowing.
3. In light of the recent revisions to the Members' Code of Conduct and the requirements of the Bribery Act 2010, it was considered timely to update the Employee Code of Conduct.
4. The draft revised Code is appended to this report. In revising the Code, the aim was to ensure that, as well as addressing the updated principles of public life recommended by the Nolan Committee, it incorporated all County Council policies and procedures relating to the conduct of employees.
5. It was decided that the Code would not reproduce each policy in its entirety but would set out a brief description of their requirement as these policies will change over time and it would not be appropriate for changes to the Constitution to be made whenever such changes are made. A guide to the Employee Code of Conduct which will include weblinks to the relevant policies or procedures is being produced to support employees in understanding the requirements of the Code.

Consultations

6. The draft revised Employee Code of Conduct has been submitted to the Trade Unions, who are supportive of its contents.

Timetable for Decisions

7. The Employee Code of Conduct will form part of the Constitution and will therefore require the approval of the full Council. Prior to this, it will be considered by the Corporate Governance Committee at its meeting on 12th May, along with any revisions to policies relating to Whistleblowing and Gifts and Hospitality.
8. Subject to County Council approval in May, the revised Employee Code of Conduct and related policies will be launched during June 2014.

Recommendation

9. That the County Council be recommended to approve the proposed Employee Code of Conduct as set out in the Appendix to this report.

Background Papers

10. The Constitution of Leicestershire County Council.

Circulation under the Local Issues Alert Procedure

11. None

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List of Appendices

Appendix – Employee Code of Conduct

Relevant Impact Assessments**Equal Opportunities and Human Rights Implications**

12. None