

Body: CABINET

Date: 13 July 2016

Subject: CODE OF CONDUCT FOR EMPLOYEES –
REVISED/UPDATED POLICY

Report of: Senior Head of Corporate Development and
Governance

Ward(s): ALL

Purpose: To agree the implementation of a Revised Code of
Conduct for Employees of Eastbourne Borough Council.

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Recommendations: That Cabinet : Approve the implementation of this policy
for recommendation to full Council.

1.0 Overview: Code of Conduct

Eastbourne Borough Council has always had a Code of Conduct for Employees (and another for Elected Members). HR regularly reviews policies to ensure they reflect best practice and keep up to date with legislative changes. The revisions to this Code have been fairly minor and include reference to Safeguarding, the use of loyalty cards when purchasing items on behalf of the Council and the form for declaring personal relationships at work.

2.0 Use of the Code of Conduct

2.1 The Code of Conduct lays out the standards of behaviour expected of Eastbourne Borough Council employees. The Code forms part of the contract of employment and must be followed. A breach of the code could lead to disciplinary action under the Council's Disciplinary procedure, and even dismissal depending on the severity of the breach.

2.2 These revisions have been undertaken in consultation with the relevant portfolio holding members, Unison, the Council's Equalities Officer, the Council's Legal and Democratic Services, and with consideration to ACAS best practice guidance and the needs of the business.

3.0 Conclusion

Cabinet is asked to:

1. Endorse the revised Code of Conduct for Employees.
2. Recommend its approval and implementation to the full Council.

Peter Finnis
Senior Head of Corporate Development and Governance