

AGENDA ITEM:

REPORT TO:	MERSEYSIDE FIRE & RESCUE AUTHORITY MEETING
DATE:	30TH JUNE 2011
REPORT NO.	CFO/069/11
REPORTING OFFICER:	DEPUTY CHIEF EXECUTIVE & DEPUTY CHIEF FIRE OFFICER
CONTACT OFFICER:	JANET HENSHAW, CLERK TO THE AUTHORITY, EXTN. 4301
OFFICERS CONSULTED:	NICK MERNOCK, DIRECTOR OF PEOPLE AND ORGANISATIONAL DEVELOPMENT
SUBJECT:	EMPLOYEE CODE OF CONDUCT

APPENDIX A TITLE DRAFT EMPLOYEE CODE OF CONDUCT

ATTACHED –HARD COPY

Purpose of Report

1. To inform Members of the need for an Employee Code of Conduct and to ask for Members' approval of the draft Code attached.

Recommendation

2. That Members approve the draft Code of Conduct for Employees, attached as Appendix A to this report, subject to consultation with the representative bodies.

Introduction & Background

3. Members are aware that there is at present a National Code of Conduct for elected Members. This will revert to a local Code if the Localism Bill is enacted in 2012.
4. For some years a national Code of Conduct for Employees has been expected from Government and this has been subject to several consultation exercises undertaken by the Department for Communities and Local Government.
5. It is now clear that such a national code will not be forthcoming from Government and therefore the Authority must consider if it needs its own, local Code for employees of Merseyside Fire and Rescue Authority.

6. Members are aware of the newly adopted Values statement of the Authority. It is also clear that both employees and the Authority need to be protected; the Authority in terms of its reputation, and the employees of the Authority in terms of need to understand the standards expected of them.
7. It is proposed that attached Code is adopted by the Authority, subject to consultation with the representative bodies.
8. The draft Code outlines the standards of behaviour expected of employees in their dealings with Members, each other, contractors and service users (including the general public). These are not onerous standards and fall into line with the Authority's stated Values. This Code works alongside the Authority's Values, as well as other policies, procedures and service instructions and expects courtesy, fairness and honesty. It also expects that staff ensure that the reputation of the Authority is paramount at all times.

Equality & Diversity Implications

9. This Code will ensure that the Authority's Equality and Diversity Strategy is at the forefront of everything that the Authority does. It will ensure that staff take full account of the need to avoid discrimination and are fully informed of these expectations by reference to this Code.

Financial Implications & Value for Money

10. There are no direct financial implications arising from this report however, the need to protect the Authority's reputation and ensure that employees are aware of the standards of behaviour expected, will prevent financial issues arising from any claims against the Authority. In addition employees will be aware, through this Code, of the need to ensure value for money and to guard against fraud or financial impropriety.

Health & Safety and Environmental Implications

11. The Authority is rightly proud of its track record in excellent standards of both Health and Safety and Environmental issues. This Code of Conduct for Employees will ensure that employees keep these issues in mind at all times.

Contribution to Achieving Our Purpose:

"To Make Merseyside a Safer, Stronger, Healthier Community"

12. Standards of behaviour as encapsulated in this Code of Conduct are paramount if the public and the people who use the Fire Authority's services are to be treated with courtesy and respect and continue to have a positive regard for the work of this Authority.

BACKGROUND PAPERS

Draft Employee Code of Conduct