

EAST HERTS COUNCIL

LOCAL JOINT PANEL 5 DECEMBER 2012

HUMAN RESOURCES COMMITTEE 16 JANUARY 2013

REPORT BY HEAD OF PEOPLE, ICT AND PROPERTY SERVICES

OFFICERS' CODE OF CONDUCT

WARD(S) AFFECTED: NONE

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**Purpose/Summary of Report**

To approve the revised Officers' Code of Conduct.

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| <b><u>RECOMMENDATIONS FOR LOCAL JOINT PANEL: That:</u></b>         |  |
| (A)  | The revised Officers' Code of Conduct is recommended for approval. |
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| <b><u>RECOMMENDATIONS FOR HUMAN RESOURCES COMMITTEE: That:</u></b> |  |
| (A)  | The revised Officers' Code of Conduct be approved                  |
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1.0 Background

1.1 The Council's Officers' Code of Conduct was last reviewed in 2007. The Council's programme of policy review is after two years or sooner in line with legislation and best practice.

2.0 Report

2.1 **Key changes**

2.2 The Officers' Code of Conduct has been updated to reflect the modern workplace, for example there are new sections on social media, the use of IT facilities and the use of mobile phones.

- 2.3 Advice has been sought from the Manager of Corporate Risk, the Procurement Officer and the Monitoring Officer and the sections on procurement, gifts and hospitality and sponsorship have been updated to ensure they are accurate and in line with current policies and regulations including data protection.
- 2.4 The revised Officers' Code of Conduct can be found at **Essential Reference Paper 'B'**.
- 3.0 Implications/Consultations
- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

#### Background Papers

None

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