

**WRITTEN QUESTION TO THE CHAIR OF THE STATES EMPLOYMENT BOARD  
BY DEPUTY M.R. SCOTT OF ST. BRELADE  
QUESTION SUBMITTED ON MONDAY 16th JANUARY 2023  
ANSWER TO BE TABLED ON MONDAY 23rd JANUARY 2023**

**Question**

Will the Chair outline the nature and extent of training in ethical standards and conduct that is undertaken within the Government of Jersey; and further elaborate on how this is organised, delivered, tested and brought up to best international practice?

**Answer**

The Standards in Public Service incorporate Ethics:

Public servants should act to promote good ethical decision-making and effective decisions through demonstrating trust, responsibility, fairness and caring; in line with good citizenship. Decisions must be objective and seek to demonstrate advancement and a contribution to the objectives of our organisations.

All public servants must take accountability for their own conduct, behaviours, and work.

All public servants must:

- be accountable for ensuring they adhere to the values and behaviours framework
- take responsibility for ensuring they have completed all mandatory training
- take responsibility for raising at early stages concerns about their ability to undertake their work effectively or meet standards
- respond to reasonable management requests and directions
- ensure they use and comply with the formal policies and procedures issued on behalf of States Employment Board
- meet their contractual obligations in line with employment legislation
- keep up to date with standards set by professional bodies and regulators
- complete their induction to their role
- participate in and contribute towards their annual appraisal/performance review
- disclose to their line manager or through corporate systems anything that may impact on their role at work, including external issues such as legal action against them, investigations, convictions, or conflicts of interest.

SEB are putting more emphasis on:

- ensuring that the values and behaviours are reflected within the line management approach of managers
- ensuring that supervision and appraisal/performance review schedules are completed on time and to a good standard.
- ensuring public servants fully understand their responsibilities, duties and objectives and are encouraged and inspired to meet and achieve the objectives set and the required level of competency needed to carry out their roles.
- ensuring public servants have sufficient time to complete professional development, induction requirements and for the completion of all mandatory training.
- ensuring objectives set for employees are specific, measurable, achievable, realistic, timebound (SMART) and ensure support and development is provided

- ensuring feedback, include and consult individuals in changes that affect them in line with policies and procedures
- ensuring that position and line management information is maintained within corporate systems to allow for accurate reporting
- ensuring the health, safety and wellbeing of public servants and those who use our services
- ensuring that workforce and succession plans, as the frameworks are developed, are implemented.

The standards and codes of practice were subject to wide consultation during 2022 and went live on 20 January 2023. These will be published on Gov.je. The standards and codes will be communicated to all public servants using Our Gov, all employee / public servant email, and manager updates on a continuous basis. From 3<sup>rd</sup> February, the standards and codes will also feature on the lock- screens for employees. MyStates will provide links to the codes on each People Policy.

Further Union briefings have been arranged for 25<sup>th</sup> January 2023 on the implementation plan. Toolkits and Espresso sessions (which are short, in-house tutorials) have been updated. The codes also form part of Connect Performance, primary performance and accountability.

My Welcome has been updated to incorporate the standards and codes. Training is scheduled for the Case Management and Consultancy Team.