

**WRITTEN QUESTION TO THE CHAIRMAN OF THE STATES EMPLOYMENT BOARD
BY THE DEPUTY OF ST. JOHN
ANSWER TO BE TABLED ON TUESDAY 10TH OCTOBER 2017**

Question

Given the functions of the States Employment Board, as set out under Article 8 of the Employment of States of Jersey Employees (Jersey) Law 2005, and the requirement of Article 10A of that Law for chief officers to ensure compliance with codes of practice issued under Article 8, how does the States Employment Board ensure such compliance is maintained and meets employment and best practice expectations?

Answer

The States Employment Board has formally delegated the responsibility to the Chief Executive Officer to issue the Codes of practice, and then to Chief Officers and Accounting Officers to actively comply with their application, implementation and monitoring in departments.

Chief Officers and Accounting Officers are required to produce Governance Statements for the States of Jersey Annual Report and Accounts, which include details of compliance with the Codes for the areas of their control. Compliance with the Codes is also monitored through performance and development reviews.

The States Employment Board monitors its delegated authorities to ensure compliance with the Codes of Practice, which cover Conduct, Employee Development, Employment Relations, Equality and Diversity, Health Safety and Wellbeing, Pay and Reward, Performance Management, Recruitment and Selection, Terms and Conditions of Employment, Travel and Expenses, Risk Management, Business Continuity and Information Management.

Other monitoring mechanisms are:

- PWC, the States auditors produce a regularity report of all expenditure and this specifically addresses compliance with the Code on Travel and Expenses (which is also governed by Treasury Financial Directions).
- The States Employment Board regularly discusses issues related to Employment Relations, Reward and Terms and Conditions of Employment and Health and Safety. The Board also has a nominated member who reviews suspensions and disciplinary matters.
- The Departmental Risk Management Group provides regular updates to the Audit Committee and the Corporate Management Board .
- The Information Security and Governance Board oversees compliance with the Information Management Code.