

Scottish Borders Council

Stage 3 Equality Impact Assessment - Sign Off

3.1	Title of Proposal:	Code of Conduct
3.2	Service Area: Department:	Human Resources
3.3	Description:	<p>This Code sets out standards of conduct that are expected of employees at Scottish Borders Council (SBC). It applies when acting as an employee or representative of SBC, and employees must also give it due regard if activities outside work conflict with the interests of SBC.</p> <p>The Code incorporates “The Seven Principles of Public Life” identified by the Nolan Committee on Standards in Public Life, and sets out expectations of the highest standards of personal conduct within and out with SBC.</p>

3.4	Impact Assessment					
	Equality Characteristic	Impact			Description	Mitigation & Recommendations
		No Impact	Positive Impact	Negative Impact		
	Age (Older or younger people or a specific age grouping)	✓			The equality data broadly reflects the overall demographics at SBC. There is nothing substantive in the Code itself that would detrimentally affect people on the grounds of their age.	None.
	Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	✓			The equality evidence notes that some anti-social behaviours can be linked with disabilities. In the event that this is the case, SBC have processes in place to make reasonable adjustments to the implementation of this Code. SBC will also make adjustments to any disciplinary or grievance processes which are linked to alleged breaches.	Mitigatory processes are in place.
	Gender (Males, Females, Transgender or Transsexual people)	✓			There is nothing substantive in the Code itself that would detrimentally affect people on the grounds of their gender.	None.
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)			✓	The equality evidence notes that there can be different cultural expectations of acceptable behaviour. The Code itself is quite clear and should be easily understood, and while it is unlikely that the Code <u>could be</u> misunderstood, in order to mitigate a differential impact SBC may wish to highlight this Code.	Consider how awareness of Code and expectations of behaviour can be promoted.	

People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	✓			There is nothing substantive in the Code itself that would detrimentally affect people on the grounds of their religion or belief.	None.
Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	✓			There is nothing substantive in the Code itself that would detrimentally affect people on the grounds of their sexual orientation.	None.
Carers (those who have caring responsibilities for someone with an equality Characteristic)	✓			There is nothing substantive in the Code itself that would detrimentally affect people on the grounds of their having caring responsibilities.	None.
Poverty (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	✓			Consideration of poverty in this circumstance is not relevant as this category is more focused on SBC as a service provider as opposed to as an employer.	None
Employees (those employed by the Council including full time, part time and temporary)	✓			The impact on staff in general has been discussed above.	None.

3.5	Relevance to the Equality Duty in Summary:	
	What impact will your proposal have on the following :	
	Equality Duty	Reasoning:
	Elimination of discrimination (both direct & indirect), victimisation and harassment	While this assessment has identified a potentially negative impact on the grounds of race, there is no indication that any discrimination has occurred.
	Promotion of equality of opportunity?	Ultimately this Code should assist the Council in the promotion of equality of opportunity, as the standards contained within are synonymous with good practice in equality and diversity, such as acting with integrity and respect.
Foster good relations?	Again, the ethical approach in the Code could assist with the fostering of good relations.	

3.6	Recommendations & Mitigation		
	Characteristic	Mitigation/Recommendation	Approved Yes/No
	Race	Consider how awareness of Code and expectations of behaviour can be promoted.	Yes

Signed Off (Sign off <u>must</u> be completed by Service Manager or Director)			
Name:	Clair Hepburn	Directorate:	Chief Executives
Post:	Chief Officer HR	Date:	30 th November 2016

EIA Completed By			
Name	Clare Fraser Lorna Aitken Ian Angus Iain Davidson Erick Ullrich Simone Doyle	Service Area.	<ul style="list-style-type: none"> – External Equality & Diversity Consultant – HR Advisory Team Leader – Human Resources Shared Services Manager – Employee Relations Manager - Organisational Development Manager - Equality & Diversity Officer (Human Resources)
		Dates:	Initiated: 23rd February 2016 Interim: 11 th March 2016 Finalised: 30 th November 2016