



St Edmundsbury
BOROUGH COUNCIL

C227

Cabinet 23 November 2011

Recommendations from Joint Staff Consultative Working Party: 18 October 2011 (Dec11/05)

Cabinet Member: Cllr David Ray

*Chairman of the Working Party:
Mr Howard Cook*

1. Social Networking Policy (Paper C182)

RECOMMENDED:- That

- (1) the Social Networking Policy, as detailed in Appendix A to Report C182, be approved; and**
- (2) delegated authority be given to the Acting Head of Human Resources, in consultation with the Portfolio Holder for Performance and Resources and the Chairman of Unison, to make any necessary minor typographical, factual or grammatical changes to the draft Policy.**

The conduct of officers, both in and outside of work, is covered by the Officers' Code of Conduct, but this does not specifically deal with the use of social networking and associated media. It was therefore felt that a Policy was required for staff to give guidance and recommendations on the use of Social Networking to give clarity to staff around how they use sites such as Facebook, how this could effect their working relationships, their reputation and also that of the Council, and what actions could be taken should they bring the Council or its staff into disrepute.

The draft Policy was attached as Appendix A to the report which provided clear guidance to users of social media. Section 2 dealt with use at work, and Section 3 gave guidance on personal use. Section 3 deals also outlined actions that would be taken in accordance with the Disciplinary Procedure should an employee use social media in a way that has a negative impact on the reputation of the Council or on their job.

2. Employees' Email and Internet Usage Policy (Paper C183)

RECOMMENDED:-

That the Employees' Email and Internet Usage Policy, as annotated in Paper C183, be approved.

The Information and Communication Technology Section reviewed the Employees' Email and Internet Usage Policy, which had originally been written in 2000. Various amendments were proposed relating mainly to GCSx and the Freedom of Information Act 2000.

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