



## CABINET – 29TH JULY 2015

**SUBJECT: DRAFT SOCIAL MEDIA POLICY**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151 OFFICER**

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- 1.1 The attached report, which sought the views of Members on the introduction of a Social Media Policy, was considered by the Policy and Resources Scrutiny Committee on 14th July 2015, prior to its presentation to Cabinet.
  - 1.2 The Council's Disciplinary Procedure has been increasingly used to address alleged instances of online misconduct by employees. The Social Media Policy has therefore been developed to provide guidelines to employees on using social media in both their private and professional lives. This Policy is intended to clarify the responsibilities of employees both inside and outside of work when using social media, having regard to the high standards of conduct expected of Local Government Officers, and to protect Officers from potential misunderstandings and confusion.
  - 1.3 During the course of the debate, Members expressed a need for the Social Media Policy to be clearly communicated to all Council employees. As such, it was moved and seconded that subject to consideration being given as to how this Policy will be communicated to employees, the Policy be adopted. By a show of hands this was unanimously agreed.
  - 1.4 RECOMMENDED to Cabinet that:-
    - (i) the Draft Social Media Policy as appended to the report be adopted;
    - (ii) consideration be given as to how the Draft Social Media Policy will be communicated to all Council employees.
  - 1.5 Members are asked to consider the recommendations.

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Appendices:

Appendix 1 Report to Policy and Resources Scrutiny Committee on 14th July 2015 – Agenda Item 8