

Body:	Employment Committee
Date:	7 September 2019
Report Title:	Social Media Policy
Report of:	Assistant Director – HR and Transformation
Purpose:	To update Employment Committee regarding the review of the Council's Social Media Policy and Guidelines.
Recommendation:	To note that the Council's previously separate policies have now been aligned and updated.
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1 Introduction

- 1.1 Lewes District and Eastbourne Borough Councils have jointly committed to bringing policies and procedures together as part of the Joint Transformation Programme (JTP) which is an important step towards aligning our people and business practices.

2 Information

- 2.1 Several other subject matter experts have been involved in drafting this policy. This includes Legal Services who have supported the content around the council's authorisation process for individuals employed by us who may need to use social media on behalf of the councils whilst carrying out their duties.
- 2.2 There are no significant changes to the guidance previously provided although we have included more detail regarding references made to our organisation or individuals within it on social media.
- 2.3 This revised policy was approved by Joint Staff at Eastbourne on 10 July and will be implemented by publication on the council intranet known as 'The Hub' following approval with communication and training issued to all staff.
- 2.4 Unison has been consulted on the new policy and did not have any comments.

3 Financial Appraisal

- 3.1 The implementation of this revised policy should have no financial impact.

4 Legal Implications

- 4.1 The legal implications are incorporated within the policy wording. The content is consistent with the council's duty to respect individuals' right to respect for their private and family life.

5 Risk Management Implications

- 5.1 I have completed the Risk Management Implications questionnaire and this report is exempt from the requirement because it is a progress report/budget monitoring report/development control report

6 Equality Screening

- 6.1 An Equality analysis has been carried out for this aligned report and is attached as a background paper.

7 Appendices

- 7.1 Appendix 1 - Eastbourne Borough and Lewes District Social Media Policy

Background Papers

- 8.1 Equality and Fairness Analysis for Social Media Policy