

**Meeting:** Council

**Date:** Wednesday 16 November 2016

**Subject:** New human resources policies: shared parental leave and social media

**Report of:** Councillor Troy Tester on behalf of the Cabinet

---

The council is asked to consider the minute and resolution of the cabinet meeting held on 19 October 2016 as set out below.

Further copies of the report to cabinet are available on request – please see end of this report. A copy (together with the policy documents as submitted to cabinet) may be seen on the council’s website by following the link below:

<http://democracy.eastbourne.gov.uk/ieDocHome.aspx?bcr=1>

---

**The Council is asked to approve the new policies covering shared parental leave and use of social media by council employees, incorporating the amendment to the latter policy described below.**

The assistant director had advised the cabinet that minor text amendments would be made to the social media policy prior to presentation to full council to reflect best practice. The change to section 7 of the policy was to remove reference to vulnerable adults in paragraphs 7.2 and 7.4 and add a new paragraph 7.5 as follows:

*7.5 When taking images or photographs of vulnerable adults the Mental Capacity Act 2005 should be considered. This is a legal framework which protects people who may lack capacity to make decisions for themselves. Mental capacity and the person’s ability to give informed consent should be taken into account. This should be referred to the council’s senior officer for safeguarding.*

In all other respects the policy documents were as presented to cabinet.

---

**Minute extract**  
**Cabinet 14 September 2016**

**\*38 New human resources policies: shared parental leave and social media**

38.1 Cabinet considered the report of the assistant director of human resources and organisational development. Human resources had been a shared service since 1 April 2015 and as part of the joint transformation programme to align all HR policies across Eastbourne and Lewes councils in the coming years. Lewes District Council already policies for shared parental leave and social media and their introduction for Eastbourne was

now sought. The council's joint staff committee had agreed these policies at a meeting in September 2016.

38.2 The assistant director advised the cabinet that minor text amendments would be made to the social media policy prior to presentation to full council to reflect best practice regarding vulnerable adults.

**\*38.3 Resolved (key decision):** That full council be recommended to approve the new policies covering shared parental leave and use of social media by council employees.

---

For a copy of the report please contact Local Democracy at 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415022 or 415021.  
E-mail: [localdemocracy@eastbourne.gov.uk](mailto:localdemocracy@eastbourne.gov.uk)

For further information please contact:  
Helen Knight, Human Resources Manager, 1 Grove Road, Eastbourne, BN21 4TW  
Tel: (01323) 415063 (or internally on ext 5063)  
E-mail: [helen.knight@eastbourne.gov.uk](mailto:helen.knight@eastbourne.gov.uk)

(der\P:\council\16.11.16\shared parental leave and social media HR policies)