

Extract from the Minutes of the Staffing Policy Committee

dated 11 January 2012

110. Acceptable Usage Policy for Email, Internet and Computer Use

Consideration was given to a report by the Service Director, HR & OD which presented changes to the existing email, internet and computer use policy.

The Chairman explained that this Committee was being requested to consider this updated policy in respect of staff and, as it was planned that the policy would also apply to members of the Council, it would be necessary for the Standards Committee approve the changes.

After some discussion,

Resolved:

- (1) To strongly endorse the changes to the Acceptable Usage Policy & Procedure for Email, Internet and Computer Use as it applies to staff, subject to the following amendment:-**

Point 17 of the Policy to read “Not to allow anyone without a valid Wiltshire Council login account to use your council equipment.”

- (2) To recommend the Standards Committee to adopt the Policy & Procedure as regards Members of the Council, subject to:-**

(a) Point 17 of the Policy to read “Not to allow anyone without a valid Wiltshire Council login account to use your council equipment.”

(b) Point 57 being amended so as to bring the Policy in line with the current updated Standards regime.

- (3) To urge that the Policy & Procedure be implemented as soon as possible.**

- (4) To request that explanatory notes be prepared and circulated when the Policy & Procedure is implemented.**

(Cllr Francis Morland, having declared a prejudicial interest, left the meeting for consideration of this item.)