

## **GUIDANCE**

### **Engagement with Council Public Consultations**

When the council is consulting on budget savings proposals it is understandable that staff will have opinions, ideas and feedback that they want to share through participation in either a consultation or engagement exercise, or more generally through other platforms.

Social media is a popular platform for these discussions and staff may wish to respond to posts and join in conversations on social media – on facebook and twitter for example. In doing so, however, there are a couple of points to bear in mind:

- Employees must ensure that they do not make use of or release privileged information accessed through their employment
- Employees must have regard to the existing Employee Code of Conduct. In particular, attention is drawn to the sections related to public statements as outlined below

### **Public Statements**

Outside work, you are entitled to express your views about the Council, provided you do not make use of any confidential information gained through your work with the Council. This includes responding to public consultations the Council hosts on Social Media, for example on Facebook or Twitter.

But, in your work capacity, you must not criticise the Council either through the media or at a public meeting, or in any written communication with members of the public.

Employees who have serious concerns about any aspect of the Council's work are referred to the Confidential Reporting ('Whistleblowing') Policy.

As citizens and as a result of your employment relationship the above also applies.

The full Code of Conduct for Employees and Employee Guide are available on the intranet here: [Code of Conduct](#)

### **Advice and Guidance**

Employees who would like any further guidance, should raise the matter with your line manager/supervisor or contact HR (01343 563261).