



DERBY CITY COUNCIL

STANDARDS COMMITTEE
15 APRIL 2005

Report of the Director of Corporate Services and Monitoring Officer

Policies And Guidance For Councillors On Information And Communication Technology Related Issues

RECOMMENDATIONS

1. To recommend full Council to approve and adopt the following documents:
 - Email and Internet User Policy for Councillors – Version 0.5
 - Website Facilities for Councillors – Acceptable Use Policy
 - Data Protection Act 1998 – Councillor Guidance for Requesting Access to a Service User's Personal Information.

SUPPORTING INFORMATION

- 2.1 The Members' Services Working Party is responsible for co-ordinating support for Members of the Council. The Working Party has considered the following documents which set out policies, or offer guidance, on Information and Communication Technology – ICT – related issues:
 - Email and Internet User Policy for Councillors – Version 0.5
 - Website Facilities for Councillors – Acceptable Use Policy
 - Data Protection Act 1998 – Councillor Guidance for Requesting Access to a Service User's Personal Information.

Copies of the documents are attached to this report.

- 2.2 The Working Party asks the Standards Committee to endorse the documents and recommend their adoption by full Council.

IMPLICATIONS

Financial

1. None

Legal

2. The Members' Code of Conduct states at paragraph 5(b):

"A member must, when using, or authorizing the use by others of, the resources of the authority:

- (i) act in accordance with authority's requirements; and
- (ii) ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the authority or of the office to which the member has been elected or appointed."

Personnel

3. None.

Equalities Impact

4. None.

Corporate Values, Objectives and Priorities

5. The policies and guidance support the Council's Value – **We will be open, transparent and honest in everything we do.**

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Background papers:	None – all published
List of appendices:	Appendix 1 – Implications Policies and Guidance