

LLANTWIT FARDRE COMMUNITY COUNCIL
CYNGOR CYMUNED LLANILLTUD FAERDREF



FINANCE AND POLICY COMMITTEE MEETING

16th March 2026

REPORT OF THE CLERK AND EXECUTIVE OFFICER

SOCIAL MEDIA AND ELECTRONIC COMMUNICATION POLICY

1. Purpose of the Report

- 1.1 The purpose of this report is to present the updated Social Media and Electronic Communications Policy for Members to consider and approve for the next 12 months.
- 1.2 This policy has been reviewed to ensure it remains consistent with the current guidelines provided by One Voice Wales and Society of Local Council Clerks (SLCC).

2. Background

- 2.1 The Council uses social media and electronic communication platforms as a means of sharing information with residents, promoting Council activities, and improving community engagement.
- 2.2 As part of the Council's ongoing review of policies and procedures, the Social Media and Electronic Communications Policy have been reviewed to ensure that it reflects current best practice and guidance.

2.3 The updated policy aims to:

- Ensure the Council communicates in a clear, consistent, and professional manner.
- Provide guidance for Members and staff regarding the appropriate use of social media.
- Protect the reputation of the Council and ensure compliance with relevant legislation and governance standards

3. Policy Review

3.1 The updated policy has been prepared in line with guidance from One Voice Wales and the Society of Local Council Clerks (SLCC).

3.2 The policy will apply for the **next 12 months** and will be subject to review annually as part of the Council's policy review programme

4. Financial Implications

4.1 There are **no direct financial implications** associated with the adoption of this policy

5. Legal / Governance Implications

5.1 This policy supports the Council in maintaining appropriate governance and promotes responsible use of social media by Members and staff

5.2 Adoption of the policy ensures the Community Council is aligned with recognised sector guidelines.

6. RECOMMENDATIONS

6. Recommendations

Members are requested to:

6.1 Consider the attached Social Media and Electronic Communications Policy

6.2 Recommend that the finance and policy recommend to approve and adopt the policy at the next meeting of Full Council