

NEATH Port Talbot COUNTY BOROUGH COUNCIL

Democratic Services Committee.

1st July 2016

Report of the Head of Corporate Strategy and Democratic Services

Matter for Decision

Wards Affected: All Wards

Member IT Reference Group

Purpose of the Report

1. To consult and agree with the Democratic Services Committee the future role for the Member IT Reference Group.

Background

2. In 2014 the Democratic Services Committee resolved to set up a Members IT Reference Group.
3. The Group was set up with specific terms of reference (attached at Appendix A). The main purpose of the Group was to provide an opportunity for Members to consider the extent to which ICT equipment, support and training met Members' needs. It was also set up to shape the use of the new Committee Administration system Modern.Gov.
4. Several meetings of the Group have taken place and a lot of work has been completed.

5. Following the Members' survey in 2015 and an informal meeting of the Democratic Services Committee earlier in 2016 it is suggested that Members' IT arrangements remains a priority topic for the Committee. The Committee is asked to consider if the Members IT Reference Group is still required and if so what its remit should be.
6. For reference, Members have recently agreed a new Members ICT Scheme which aims to respond to the Welsh Governments requirement for local authorities and Councillors to embrace e-government.
7. Following the agreement of the ICT Scheme the Head of Democratic Services has written to all Members highlighting that as part of the new scheme the Democratic Services unit is now in a position to extend the Modern.Gov system to those Members who want to receive more information digitally. To date, 22 Members have responded indicating that they wish to make use of the Modern.Gov system and wider digital methods of working.

Financial Impact

8. There are no financial implications associated with the continuation of the Group should that be supported by the Committee. However, any proposals to change ICT arrangements would need to be costed and developed with planned budgets in mind.

Equality Impact Assessment

9. There are no equality impacts associated with the continuation of the Group, however, Members are asked to note that ICT facilities can play an important role in assisting Members who may need reasonable adjustments to be made, particularly in relation to certain disabilities.

Workforce Impacts

10. The continuation of the Group can be supported within the existing workload of the Democratic Services and ICT teams, however, workforce implications of changing Member ICT arrangements will need to be considered by the Group.

Legal Impacts

11. . The work outlined in this report can be progressed under provisions contained within the Local Government (Wales) Measure 2011.

Risk Management

12. There are no risk management issues associated with this report.

Consultation

13. There is no requirement under the Constitution for external consultation on this item.

Recommendations

14. That Members of the Democratic Services Committee consider the future of the Members IT Reference Group and determine:
15. a) whether the Group should continue to meet

b) whether the existing terms of reference remain appropriate

Reasons for Proposed Decision

To ensure Members are able to consider the adequacy of ICT facilities made available to them in their role as councillors and to put forward suggestions for consideration, Implementation of Decision

16. The decision is proposed for implementation after the three day call in period.

List of Background Papers

17. Members ICT Scheme as agreed at 30th March 2016
<https://democracy.npt.gov.uk/documents/g5842/Public%20reports%20pack%2030th-Mar-2016%2014.30%20Council.pdf?T=10>
18. Terms of Reference for Member ICT Group

Officer Contact

19. Karen Jones- Head of Corporate Strategy and Democratic Services
01639 763284. k.jones3@npt.gov.uk
20. Neil Evans- Senior Scrutiny and Member Development Officer
01639 763747. g.n.evans@npt.gov.uk
21. Stacy Curran-Democratic Services Officer
01639 763194; s.curran@npt.gov.uk