

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Council

15 March 2017

Joint Report of the Head of ICT and the Head of Corporate Strategy and Democratic Services

Matter for Decision

Wards Affected: All Wards

Members ICT Scheme

Purpose of the Report

1. To seek Member approval to amend the current Members ICT Scheme including the Internet Usage Policy.

Executive Summary and Background

2. The original Members ICT Guidance Note, including Internet Usage Policy, was prepared and circulated to Members in August 2012, and subsequently amended in December, 2015.

This was due to the introduction and transition onto the new Committee Document Management System, Modern.Gov, offering elected Members the ability to access improved digital communications channels via accessible mobile software and hardware.

3. The current system now offers significant benefits in terms of receiving Council Papers in a timelier manner, rapid access to the Council's document archives and improved organisation and annotation functionality.
4. In preparation for the new term of office following the Ordinary Local Government Elections scheduled to take place on Thursday 4 May, 2017, and following consultation with the Democratic Services Committee, further revisions have now been made to the current ICT scheme. The amended policy will offer all Elected Members the ability to maximise their use of mobile technology and afford them even greater time and resource efficiencies via on-line communication including access to the Council's digital documentation.
5. In addition, the increased use of digital communication tools and technology will also assist the department in meeting its future Forward Financial Plan targets by reducing over time the significant costs around print production and courier/postage of Council papers.

Proposal

6. To enable Members greater flexibility and choice to maximise the use of mobile communication devices and the continuing development in application based software packages, it is proposed that the ICT Scheme as outlined in Appendix 1 be approved.

Financial Impact

7. The cost of providing Members with new hardware and software will be funded via the existing Members ICT reserves. However, over the longer term savings will be achieved with the reduction in print production and courier/postage costs.

Equality Impact Assessment

8. A screening assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the screening assessment it has been determined that this Policy does not require a Full Equality Impact Assessment.

Workforce Impacts

9. There are no workforce impacts associated with this report.

Legal Impacts

10. S.60 of the Local Government (Democracy) (Wales) Act 2013
<http://www.legislation.gov.uk/anaw/2013/4/contents>

Risk Management

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

Consultation

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

Recommendations

13. To approve the amendments to the Members ICT Scheme and Internet Usage Policy (see Appendix 1).

Reasons for Proposed Decision

14. The recommendation is required to amend the current Members ICT Scheme and Internet Usage Policy to offer all Elected Members the ability to maximise their use of mobile technology and afford them even greater time and resource efficiencies via on-line communication including access to the Council's digital documentation.

Implementation of Decision

15. The decision is for immediate implementation.

Appendices

16. Appendix 1 - Members ICT Scheme Including Internet Usage Policy, March 2017

List of Background Papers

Members ICT Scheme and Internet Usage Policy - December 2015.

Members IT Guidance Note, including Internet Usage Policy - August 2012.

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