

DEMOCRATIC SERVICES COMMITTEE

5 September 2018

REPORT OF THE ASSISTANT CHIEF EXECUTIVE AND CHIEF DIGITAL OFFICER– K.JONES

MEMBERS' IT REFERENCE GROUP

Purpose of Report

To Review the Authority's Members' IT Reference Group.

Background

In accordance with Minute No 7 of the Democratic Services Committee held on 1 February 2018, the terms of reference for the above Group has been amended, see Appendix 1 attached.

All political groups were asked to nominate Members to participate and their views are reflected in the amended Terms of Reference.

Financial Impact

There are no financial impacts associated with meetings of the Reference Group. Any development work arising from the Group will need to be considered against the budget allocated for Member support.

Equality Impact Assessment

There are none identifies at this time.

Workforce Impacts

There are no significant workforce impacts associated with this report.

Legal Powers

Local Government (Wales) Measure 2011 (S.7)

<http://www.legislation.gov.uk/mwa/2011/4/contents>

Risk Management

There are no significant risks associated with this report.

Consultation

There is no requirement under the Constitution for external consultation on this item, however consultation has been undertaken with the three Political Groups.

Recommendation:

That the Membership of the IT Reference Group be confirmed and that a date be arranged for the first meeting.

Reason for Decision

To amend the Terms of Reference of the Members' IT Reference Group.

Implementation of Decision

The decision is proposed for immediate implementation.

Appendices

Appendix 1 – Terms of Reference

List of Background Papers

Local Government Measure Wales 2011-

<http://wales.gov.uk/topics/localgovernment/publications/statguide/?lang=en>

Officer Contacts

Karen Jones - Head of Corporate Strategy and Democratic Services
e-mail: k.jones3@npt.gov.uk Telephone: 01639 763284



Members IT Reference Group **Terms of Reference.**

Members

Cllr J D Morgan (Chair)
Cllr ap Dafydd
Cllr M Protheroe
Cllr S.Pursey
Cllr R.L.Taylor
Cllr A.J.Taylor
Plaid Group Member
Independent Group Member

Purpose:

- To provide a structured and focussed opportunity for Members to consider the extent to which the ICT equipment, support and training meets Members' needs.
- To provide a structured mechanism to shape the use of the Committee Administration System Modern.Gov to best suit Members' needs.

Support Arrangements:

- Support will be provided by the Dave Giles plus one additional IT Officer and Charlotte Davies from the Democratic Services Team.

Reporting Arrangements:

- The Group will report to the Democratic Services Committee.
- The focus, membership and objectives of the Group will be reviewed in 12 months (September 2019.)

THIS IS NOT A DECISION MAKING GROUP