

WDBC Members' IT Provision - Draft Policy

1. Communication with Members will normally be by e-mail. (Meeting agendas will continue to be posted to Committee Members and to named substitutes.)
2. All Members will:
 - 2.1 be expected to pay for their own telephone line rental.
 - 2.2 normally be expected to provide their own Broadband connection. However, those Members who currently have their connection paid for by the Council, and who can demonstrate that they use Broadband solely for Council business may, by exception, apply annually to the Head of IT & Customer Services, in consultation with the Mayor to have this arrangement continue.
- 3 All Council Members will have a choice **either**:
 - 3.1 to continue to be provided with Council owned IT equipment, together with consumables (paper and ink cartridges) for Council business only, together with technical support if required. This technical support will be limited to Council business only.
(At the end of their term as a Councillor, all IT equipment shall be returned to the Council).

Or

 - 3.2 to provide their own IT equipment * and consumables. In which case:
 - 3.2.1 The Council will provide remote access to enable secure access to the Council's e-mail and other systems (e.g. Outlook Calendar and Intranet) and any set-up support that may be required.
 - 3.2.2 Members will receive an additional IT allowance for 2013/14 of £400 per annum (paid monthly), in arrears, and which will be subject to Income Tax. In the future, this allowance will be set by the Council during the annual review of the Scheme of Members Allowances, whilst having consideration to the views of the Independent Remuneration Panel.
 - 3.2.3 The IT allowance will not be taken into account in calculations of Special Responsibility Allowances for Chairs etc. which will continue to be based as a multiplier of the Basic Member Allowance.
4. This policy will become effective at the start of the new financial year (6 April 2013) and will be reviewed no later than September 2015, after the 2015 Borough Council elections.

(* Note: Members are advised to consult the Council's IT department, before purchasing new IT equipment to check on its suitability for use with the Council's current remote access software.

A preliminary list of suitable equipment will be published by the Council's IT department).