

REPORT

SUBJECT:	MOBILE PHONE POLICY
MEETING:	DEMOCRATIC SERVICES COMMITTEE
DATE:	1 April 2019
DIVISION/WARDS AFFECTED:	N/A

1. PURPOSE:

To consider the attached mobile phone policy for members to support them in their role as councillor.

2. RECOMMENDATIONS:

That approve the attached mobile phone policy for councillors which formalises agreements made by the committee at previous meetings.

3. KEY ISSUES:

At previous meetings of the Democratic Services Committee, members have considered the most suitable telephony support that the Council can provide to its councillors to support them in fulfilling their duties as councillor. Currently councillors are provided with a VOIP telephone through their surface pro that allows free telephone calls provided you have an internet connection as well as access to the Council telephone directory.

Issues raised by councillors included incurring telephone costs for Council business as well as a need to keep personal and Council business separate and help to safeguard their personal life.

As such, members received a report presenting various options available to councillors from being provided with Council procured contract mobile phones to reimbursement of costs for a sim card. The minutes of that meeting are available here:

<https://democracy.monmouthshire.gov.uk/documents/g2537/Printed%20minutes%2024th-Sep-2018%2014.00%20Democratic%20Services%20Committee.pdf?T=1>

Members agreed the most suitable solution would be to reimburse the cost of sim only packages and investigate the potential for the Council to provide second hand/refurbished handsets to councillors. As there is no provider of second hand handsets in the National Procurement Framework the Council are unable to source handsets and those that are returned upon expiry of contracts are recycled and not suitable for re-use.

The attached policy details previous agreements on the most suitable solution at Democratic Services Committee, usage requirements and support available from Democratic Services as well as details on how to reclaim the costs incurred.

4. RESOURCE IMPLICATIONS:

Additional costs associated with reimbursing members for sim cards will be met within the existing members budget. Full costs will depend on the uptake of the initiative from councillors, individual costs are included in the policy and will be reviewed annually by the committee.

5. EQUALITY IMPLICATIONS:

None

6. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

With the Council supplying a sim only package to councillors, it will allow members to have a dedicated telephone line for Council business that is separate from that used for personal business.

7. CONSULTEES:

Democratic Services Committee

8. AUTHOR:

John Pearson, Local Democracy Manager
Email: johnpearson@monmouthshire.gov.uk
Telephone: 01633 644978