Staffordshire County Council ICT Provisions for Members

The document below is a copy of a guidance note which is sent out to Staffordshire County Council Members following their election. It outlines in basic detail the types of ICT equipment (and estimated costs) that are offered to County Councillors for the period of their tenure.

How do I choose the best device for me?

The County Council want you to choose the device that works for you. To help you make that decision, the table below lists the advantages/disadvantages of each device on offer to you.

Anyone using their own device will need to access the Citrix Gateway. Citrix is simply a way of remotely accessing Staffordshire County Council Services. It doesn't need you to have anything special installed on your pc it is accessed through a web link.

Device	Advantages	Disadvantages	Cost to the Council over a four year period
Using your own device	- No restriction on the software that you put on. - The device is always yours. - Able to use memory sticks, cds etc. - Can access the guest network whilst in council buildings on any mobile device.	ICT will provide technical advice but will not do anything that may invalidate a warranty on your device; therefore assistance may be restricted.	£0
Thin client	- Takes up less space than a standard desktop. - No working parts in thin client box so nothing to break down. - E-mails and documents can be accessed on any computer using a Citrix gateway. - ICT will provide technical assistance for any problems encountered during a Citrix session	- Unable to use memory sticks, cds. - Need to use headphones for audio	£548
	The council will provide a device	No personal software is permitted	£695

 Desktop	with the software that you need in your role/s as a county councillor. • ICT will provide technical assistance including home visits and replace the device if necessary.	e.g. iTunes, Google Earth etc. because of licensing issues on a corporate machine. • The Council device will automatically encrypt memory devices installed on the machine to protect Council data, there is a risk the device could wipe data off personal storage devices plugged into the machine. • You will need to ensure you have enough office space to accommodate the equipment. • The device has to be returned to SCC after elections in 2017.	
 Laptop	• The council will provide a device with the software that you need in your role/s as a county councillor. • ICT will provide technical assistance including home visits and replace the device if necessary. • The device is fully portable.	• No personal software is permitted e.g. iTunes, Google Earth etc. because of licensing issues on a corporate machine. • The Council device will automatically encrypt memory devices installed on the machine to protect Council data, there is a risk the device could wipe data off personal storage devices plugged into the machine. • The device has to be returned to SCC after elections in 2017.	£1591

Printers

We can provide you with either a standard printer if required. We will also provide you with consumables which include printer cartridges and paper. This will also apply if you choose to use your own printer.

If you do choose to use your own printer and are using the Citrix Gateway you need to be aware that some printers will not work with Citrix. Before you make your decision, if you let us have the make and model of your printer we will check whether or not it will work.

There are also printers available for you to use in your local library, County Buildings and Staffordshire Place.

	HP OfficeJet Pro 8000 Enterprise (CQ514A)	One off purchase cost £103.65

Telephones

Members will want to be accessible. As you spend a lot of time on the move you may, therefore, prefer to make a mobile telephone available for contact with officers and the public.

County Council Supported Smartphone/Mobile Phone

We can provide you with a smartphone to access your Emails, Calendar and the Internet.

The phone will allow you to access the internet and make calls and send texts in respect of your county council business.

Tip - If you wish we can set this phone up to transfer to your personal phone so that you do not have to carry two phones with you when you are out and about. [If you would like to use this facility we will issue you with a mobile phone rather than a smart phone, thus minimising cost].

If you choose to have a County Council smartphone/mobile phone you will not be reimbursed for your line rental on the telephone line in your home.

Broadband connection

To enable connection to the County Council network at home, members will need access to the Internet. If you do not already have a broadband connection then you will need to arrange for this to be installed. Advice and assistance on how this can be done is available.

The county council will refund broadband line rental up to the value of **£200** per annum, on the production of a recent receipt.