

ABEGRVAENNY TOWN COUNCIL

POLICY AND RESURCES COMMITTEE MEETING
28TH SEPTEMBER 2022

I.T. EQUIPMENT PROVISION REPORT

1. PURPOSE

- 1.1 To consider a quote and recommendations from a local supplier for new IT equipment and internet upgrade to enable remote working and hybrid meetings.

2. BACKGROUND

- 2.1 ATC requested quotes be looked at by the Town Clerk to enable the council to fulfil its obligations under new legislation to enable hybrid meetings to be held. There is currently no provision for this to happen in the newly refurbished Mayors Parlour.
- 2.2 With the anticipation of increased staff, a new laptop and remote working is essential to enable the best use of time and office space.
- 2.3 Current internet provision to be assessed to see if upgrades are required to enable wifi to reach the Mayors Parlour, and to enable access to the online files when working elsewhere within the building, as well as remote VPN access for when working in a different location.

3. PROPOSAL

- 3.1 Attached breakdown and quote shows details of all aspects of work required to enable ATC to offer hybrid meeting facilities in the Mayors Parlour, a new laptop, and upgrades to the network to enable remote access to files. (Appendix F)
- 3.2 A comparison for the Hybrid meeting facility was sought and was £1500 more for like for like equipment and set up. Online comparisons for all other equipment have been checked and show that what has been suggested is good value in the current market.

4. RECOMMENDATIONS

- 4.1 To approve the quote and work time line as detailed by local supplier.