

**BRIDGNORTH TOWN COUNCIL
TOWN COUNCIL MEETING
TUESDAY 17TH AUGUST 2021**

AK/2021

5th August 2021

REPORT TO TOWN COUNCILLORS

AGENDA ITEM 11 – WIFI IN THE ANNEXE

AIM

1. To consider a quotation to improve the Wi-Fi in the Annexe, adjacent to College House.

BACKGROUND

2. The Annexe currently has access to the internet via Wi-Fi from the Town Council offices; specifically via the Mayor's Parlour.
3. The Town Council wishes to move to a "paperless" system, where all meeting documentation is viewed online.

DISCUSSION/ COMMENT

4. The current Wi-Fi connection into the Annexe is not fit for purpose as the strength of the connection is not viable for 16 councillors plus officers to simultaneously access the internet.
5. The Democratic Services Officer arranged for Midland Computers (the current IT contractor) to carry out a survey to identify a solution in increasing the strength of the internet connection into the Annexe.
6. The current location of the Wi-Fi extender does not allow for a clear route through to the Annexe; hence the low connectivity.
7. Due to the status of the Town Council building (Grade II Listed), it is unlikely that cabling could be installed directly from the offices into the Annexe.
8. The following quotation has been received for a PoE connection (Power over Ethernet):

Description	Quantity	Cost	Total
Unifi AC Pro Wireless AP 1300Mbps	2	£134.00	£268.00
Unifi PoE adapter Gigabit Ethernet 24 V	2	£12.00	£24.00
Patch leads	1	£2.00	£2.00
30m Trunking 25mm x 16mm (2x3m lengths)	1	£11.00	£11.00
Estimated Labour (based on 4hr engineering hours)	4	£80.00	£320.00
		Total	£625.00+vat

9. The new access points would be located in the kitchen of College House which provides a more direct route to the Annexe.
10. The labour estimate is broken down as follows:
 - 1-2 hours to program
 - 1-2 hour to remove and mount
 - 0.5 - 1 hour extra for any issues like having to go to the server room to diagnose network.
11. With regards to labour costs, the Town Council would only be invoiced for actual time taken.
12. Improved internet connection will promote more efficient working and allow the premises to become a more utilised meeting space for outside organisations.

OPTIONS

13. The Town Council continues with the current arrangement of logging on to the Mayor's Parlour Wi-Fi when holding meetings in the Annexe, which is intermittent, weak and unreliable.
14. Install a new Wi-Fi connection to improve the internet connection into the Annexe.

FINANCIALS

15. The budget (Computer Support 4482/101) is £6,300 and we have spent £5,559 to date (£741 remaining). If there is no more expected expenditure, the budget is sufficient for the quotation received.

RECOMMENDATION

16. It is recommended that the Town Council accepts the quotation from Midland Computers for the sum of £625 plus VAT to improve the Wi-Fi in the Annexe.