

Bluff Chambers Video Conferencing Options

To: Bluff Community Board

Meeting Date: Monday 17 April 2023

From: Michael Morris – Manager Governance and Legal
Mark Radcliffe – Manager – Information Systems

Approved: Michael Day – Chief Executive

Approved Date: Wednesday 12 April 2023

Open Agenda: No

Public Excluded Agenda: Yes

Reason(s) for the Public Excluded

Section of the Act	Subclause and Reason under the Act	"Plain English" Reason	When Report Can Be Released
Section 7	Local Government Information and Meetings Act 1987 – 7(2)(i) Commercial negotiations	To protect the value of the equipment and enable discussions on the purchase if approved.	After the decision with redactions.

Purpose and Summary

Following on from the installation of Wi-Fi in the Bluff chambers last year, there is now the ability for board members and staff to attend meetings by way of Zoom.

This report is the return report following the Boards request for more options in relation to enabling video conferencing at the Board meetings.

Recommendations

1. That the Bluff Community Board receives the report titled "Bluff Chamber Video Conference Options".

That the Bluff Community Board recommend to Council:

2. Either Option 1, 2 or 3 is purchased and installed in the Bluff Chambers with funding to come from the Bluff Community Board governance budget / reserve.

Implications and Risks

Strategic Consistency

Not applicable.

Financial Implications

This is unbudgeted expenditure in that the allocation for the purchase and installation of the screen has not been budgeted for in the Bluff Community Board budget.

The Bluff Community Board reserve currently has a balance of \$145,752.89. This reserve is created from surplus funds from the Bluff Community Board targeted rate collected for the operation of the Community Board. There is sufficient funding that can be used for the purchase and installation.

The non-financial benefits to both board members and staff are high in allowing members to attend meetings even if they are unable to be present in Bluff and allows for staff, especially during winter or weather events to be able to attend the community board meetings.

Legal Implications

Not applicable.

Risk

No risks identified.

The Proposed Options

Option one:

This was the original option from the previous report.

Purchase and install a Neat Board (wall mounted).

A Neat Board incorporates the screen, speaker and camera into one unit and provides an extremely simple user interface to minimise support and training needs.

The Neat Board comes with a small touch screen device to control the screen (volume, zoom functions).

The cost is \$14,647.00 excluding GST.

Pros	Cons
Simplicity of setup and use by end user, no singular components that will require technical support as it is an all in one solution. Is already used by Council and is proven to work well.	Highest cost to community.

Option two:

This option is similar to the Neat Board but comes in at a lower price, however there is not one in use by Council at this time. This is the lowest cost option.

Purchase and install a Yealink MeetingBoard65 (wall mounted).

The Yealink MeetingBoard65 smart board effectively facilitates powerful digital collaboration by combining everything in the room, from the computing unit to a wide 65-inch touchscreen collaboration display, 4K camera, microphones arrays, speakers, and built-in Zoom Rooms. By simply connecting the power cable, users can quickly and easily enjoy video conferencing and whiteboard collaborating.

Yealink MeetingBoard65 Collaboration Display	\$5,936.05
Wall mount Brateck Lumi LPA49-686 Full-motion TV Wall Mount	\$103.47
Freight Estimate	\$200.00

The cost is \$ 6,239.52 excluding GST.

Pros	Cons
Simplicity of setup and use by end user, no singular components that will require technical support as it is an all in one solution Cost is cheaper than Neatboard or Modular PC setup.	Not currently used by Council and this, therefore untested technology that may have unforeseen problems.

Option three:

This option uses a screen and PC in the Chamber to delivery video conferencing, but introduces an ongoing support/training requirement.

Purchase and install a 65" Screen, Camera and Small Form factor PC (wall mounted).

Professional Conference Webcam For Focus Room	\$829.73
Swing Arm Mount TV Mounts	\$1,141.49
Samsung Neo QN800B 65" Premium Mini LED / QLED Smart TV	\$3,303.47
Lenovo ThinkStation P340 Tiny Workstation PC Intel Core i5 10500T vPro	\$2,777.98

The cost is \$ 8,052.67 excluding GST.

Pros	Cons
Cheaper for the community than NeatBoard option.	More complicated solution for end user due to modular nature of installation and technology requiring ongoing support. Will require ongoing software patching. Due to more complex configuration, any issues that cannot be resolved remotely will require a visit from a member of the Information Services team who will not be in Bluff and can delay meetings or cause matters to be adjourned.

Community Views

No community views have been sought.