

SCREEN FOR THE BLUFF CHAMBER

To: Bluff Community Board

Meeting Date: Monday 20 March 2023

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

Approved: Michael Day – Chief Executive

Approved Date: Tuesday 14 March 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 sets out the cost of the purchase of the screen to enable this functionality and seeks the Board to recommend to Council to complete the purchase and installation.

Recommendations

1. That the Bluff Community Board receives the report titled “Screen for the Bluff Chamber”.

That the Bluff Community Board recommend to Council:

2. A Neat Board 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 [REDACTED]. 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 there 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 Purchase

Following an assessment by the information services team their recommendation to achieve the best outcomes (ease of use, ability to do the work, be seen and secure) is to 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 [REDACTED]. This includes an extended three year warranty.

Community Views

No community views have been sought.

Next Steps

If the Board approves this resolution it will be submitted to Council for approved for the funds to be spent. Should Council confirm the spend staff will commence the purchase and installation. We understand the screens are held in stock.

Attachments

Attachment A – a photo of a Neat Screen at Te Hinaki Civic Building (A4441179)