

Brixham Town Council

Report No:	53a-2019		
Report Type:	Public		
Title:	Councillor Tablets		
To:	Full Council	Date:	09.01.20
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Purpose of Report

To consider purchasing Tablets for Councillors for all work related to the Town Council for example providing access to:

- electronic copies agenda, minutes and reports at meetings
- calendars
- emails

Background

Following the introduction of the new Town Council email addresses for all Councillors, a requirement under GDPR, several Councillors have advised that they are experiencing problems using their own PCs. Councillors were asked to advise the Town Clerk if they required a Town Council tablet. The following were the results:

Yes	6
No	2
No Reply	4

Tablets

Having carried out some research, there are some reasonably priced tablets, such as a Linx 12X64 12.5" Full HD 2 in 1 Laptop Tablet with Keyboard is available for £149.99 plus vat. General reviews advise that the laptop is more than sufficient for web browsing, light multi-tasking and different kinds of office work with a 7 hour battery life.

Set up

Set up for each tablet will be time consuming. Passwords will need to be set up to ensure that apps cannot be downloaded without authority as well as implementing restrictions and securities for certain types of websites, for example.

Protocol

Full Council have previously adopted the IT Agreement and Members IT Protocol. Members will be expected to sign the agreement prior to releasing the tablet.

Cost

6 tablets at £149.99 each £1,799.98

IT contractor set up costs £ 170.00

Total **£1,969.98**

The cost of which can be taken from the ear marked reserves.

Recommendations

It is recommended that the Town Council should:

- purchase Tablets with keyboards and shatterproof screen protectors
- the Council's IT contractor is commissioned to set up the tablets
- the IT Agreement is signed by Councillors prior to releasing tablet
- the cost of which should be taken from the ear marked reserve budget of £2,000