

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services		
MEETING DATE AND TIME	16th September 2021	LOCATION	Congleton Town Hall
REPORT FROM	Town Hall Manager – Mark Worthington		
AGENDA ITEM	11		
REPORT TITLE	Hybrid Meetings Update		
Background	<p>Following the Hybrid Meeting Report received by the Town Hall, Asses and Services Committee on 1st July 2021 it was agreed to move forward with researching options for hybrid meetings with a recommended budget.</p> <p>Options and quotes have been received from three companies to provide hardware which will incorporate our existing Bosch conference system to provide high conference quality hybrid meetings.</p>		
Update	<p>Companies who have provided quotes have also been asked to arrange a demonstration to provide us with the opportunity to test the equipment. Arranging the demonstration equipment is proving difficult, however, during meetings with one of the suppliers we have received an optional quote for a simplified piece of equipment which may provide the sound quality we require at less than half the price of the original budget.</p> <p>Original quotes are for a system which will incorporate our existing Bosch conference system, sound system and wall mounted speakers. The simplified system consists of an all-in-one soundbar/microphone/camera which would be connected to our sound system only. The idea would be to use our existing Bosch conference system, the quality of the microphone which is built into the soundbar would be sufficient to pick up the sound emitted from the wall mounted speakers and allow remote attendees to hear and contribute to the meeting. We have been advised that sourcing a demonstration model is proving difficult and the closest on-site installation of this product is in London. If we were to order this model without a demonstration, the delivery time is estimated at 14 to 15 weeks due to global shipping issues.</p> <p>Other suppliers have been contacted to provide a demonstration soundbar/microphone/camera unit. An update will be provided following the arrangement of a demonstration.</p>		
Decision Requested	To receive the report relating to the Hybrid Meeting Update.		