

This report will be made  
public on 19 August 2021

# Hythe Town Council

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Report number F&GP 12/21

To Hythe Town Council  
Date 8<sup>th</sup> August 2021  
Status **Non Exempt**  
Responsible officer **Town Clerk**

Subject **Broadband at Town Hall and Sports Pavilion  
REPORT F&GP 12/21**

**SUMMARY:** This report provides the committee with a proposal to set up broadband connection at the Hythe Town Hall and Sports Pavilion for users to have access to wi-fi connection.

## **REASON FOR RECOMMENDATION:**

The Committee is asked to agree the recommendations set out below because:-

- a) The Council is committed to control and manage its financial affairs in accordance with The National Association of Local Councils (NALC) guidelines.

## **RECOMMENDATIONS:**

1. **To receive and note the report F&GP/12/21**
2. **To instruct the Town Clerk to negotiate and install Wi-Fi connections at the Town Hall and Sports Pavilion, South road.**

## **INTRODUCTION**

Hythe Town Hall and the Sports Pavilion do not currently provide wi-fi to customers hiring or to councillors for use in meetings. By installing a broadband connection at both the Town Hall and Pavilion, users will have the option to livestream weddings or meetings and Sports Pavilion users to livestream their online classes.

### Town Hall Broadband

The Town Hall is a popular venue for weddings. Some customers have requested to livestream the wedding online, however, this has not been possible due to the Town Hall not having a wi-fi connection set up. In this current times, most customers would expect venues to already have free wi-fi accessible to customers.

Council meetings are now being livestreamed by using a USB data dongle inserted into the laptop to gain internet access. The dongle is only available for one device and requires a regular cash top up to ensure its data limit does not run out.

### Sports Pavilion Broadband

The Sports Pavilion offers a function room to customers, Hythe Town Council have received queries from customers asking if the Sports Pavilion could offer free wi-fi access to livestream their classes online. There have been some deciding not to book after they were informed that the Sports Pavilion does not provide a wi-fi connection.

By installing a broadband router at the Town Hall and at the Sports Pavilion, we can expect to increase bookings and meet the user's expectations.

Below are three broadband providers showing speed connections and monthly costs excluding VAT. The Sports Pavilion already has a landline set up therefore only the broadband would need to be installed, whereas the Town Hall would need to have a landline set up.

### Town Hall

Broadband and Landline	Download Speed	Upload Speed	Contract	Landline Installation Fee	Monthly Price
O2 Business	24 Mbps	1.5 Mbps	24 months	£75.00	£14.50
British Telecom Business	74 Mbps	19 Mbps	24 months	£0.00	£24.95
Vodafone Business	63 Mbps	18 Mbps	24 months	£0.00	£22.50

The comparisons show that even though O2 Business is the cheaper option, and British Telecom Business the most expensive, Vodafone Business would provide the best value for money at both venues.

### Sports Pavilion

Broadband Only	Download Speed	Upload Speed	Contract	Monthly Price
O2 Business	24 Mbps	1.5 Mbps	24 months	£10.00
British Telecom Business	17 Mbps	1 Mbps	24 months	£25.10

Vodafone Business	63 Mbps	18 Mbps	24 months	£22.50
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## SUMMARY

By installing broadband connections at the Town Hall and Sports Pavilion, Hythe Town Council will be able to meet the customer's expectations and possibly increase bookings as customers will have the option to livestream weddings, meetings and classes online.

It is recommended therefore that to increase revenue and use of both venues that the Town Clerk be instructed to negotiate and organise installation of wi-fi connections.

## RISK MANAGEMENT

A summary of the perceived risk follows

**Perceived Risk** The council do not install broadband connections which could reflect in a loss of bookings which would have generated higher income from the venues.

**Risk** Low

**Likelihood** Low

**Preventative Action** Town Council install broadband at the Town Hall and Sports Pavilion.

## CONTACT OFFICER

If you have any queries about this report, please contact The Town Clerk and the Responsible Financial Officer of the Council

Tel: 01303 266152 or email [clerk@hythe-tc.gov.uk](mailto:clerk@hythe-tc.gov.uk) prior to the meeting.