

	Meeting (No)	Full Council (2)	
	Date	9th July 2024	
	Document	Ref No	
	Office Mobile Phone		FC2/31a

Background

The Town Council is keen to progress the use of social media to promote the activities of the Council; officers require a suitable phone to be able to achieve this successfully and within short, consistent timeframes, balanced alongside other work tasks.

- The administration team is currently having to use their personal phones to take pictures of NTC activities, then having to email them from their personal email accounts, to work email, to then edit them on the computer at work, then post to Facebook. (Due to the size of images, you can only attach two images per email which can mean having to send multiple emails, which is a time-consuming and frustrating process).
- Video files are an issue too – for example, at the D-Day service, Jo created a short video of the bells ringing at the church with the intention of using the sound of the bells along with an image of the bell ringers to use as a Facebook post. When trying to email this to herself, the file was too big, so she had to use her personal Canva account using her phone, to upload the video instead of being able to use the Council phone and Canva account.
- There are times when the NTC staff team needs to be able to take photos, edit them and post them straight away, rather than things becoming 'old news' by the time we are next in the office to post them.
- Staff are now regularly taking photos of the allotments, noticeboards, etc. for office use and updates. Again, a Council phone would be a lot easier and more time-sensitive rather than having to email multiple images via personal phones and email accounts.
- The phone could be taken to events that the Mayor and new Junior Councillors attend and any other events NTC wishes to advertise.
- Instagram does not work consistently well on a PC as it is designed for use on a phone – there are very limited editing facilities for this app on the PC.
- The phone would have the Council accounts for Facebook, Instagram, Twitter, Canva and email set up to use, ensuring easy sharing and accessibility.
- The phone could also be used by officers when working off site, such as inspecting allotments; to provide a means of contact for increased health and safety benefits. It is intended that the phone will be shared by the team.
- The current office mobile handset, used by the Chief Officer when working from home, and the current market mobile handset, were both donated by a member of staff. These handsets are old and slow and they are not suitable for social media purposes. The office mobile has a pay as you go sim and is used

for calls only. We have a sim-only contract with Aerial Direct for the market mobile which only used for calls and occasional texts.

- The phone could also be used on market day to take pictures to post on the Neston Markets Facebook page and Town Council site.

Phone recommendation

We have researched for phones with a good amount of memory, a good quality camera and a competitive monthly tariff, our recommendation is as follows:

Google Pixel 7a (competitively priced as there is now an 8a model)

EE Business mobile tariff over 24 months. £8.33 one-off up-front payment by card, then £23.00 per month (excluding VAT) by Direct Debit (prices as at 2/7/24). [£276 per annum excluding VAT]

This would offer:

- Capacity 128GB
- Unlimited calls and texts
- 10GB data
- Extended warranty
- Annual check up
- 5G connectivity

A sturdy case and screen protector would also be required and would cost approximately £15.00.

For comparison, the current sim card provider for the market mobile was contacted and they have quoted £27.44 per month, but only offered this over a 36-month period, and this was for a Samsung phone with a lower memory capacity.

Considerations

The business phone would need to be registered to a member of staff and this would require using some personal information such as date of birth and home address.

The price is subject to change between the meeting papers being produced and the Full Council meeting taking place on 9th July 2024.

Nicky McMahon
Market & Town Hall Manager

&

Joanna Harding
Administration Assistant



GOOGLE PIXEL 7A

6.1" | 64MP | 4385mAh

Super durable screen that's splash, dust and scratch resistant. Get up to 72 hours battery life with Extreme Battery Saver. Multiple layers of built in Google security, to keep your critical information secure.

Colour: Snow



Capacity: 128GB

128GB


Availability: **In stock**

RECOMMENDED PLAN

Business Essential

10GB data

24 Months

 [See plan details](#)

£23.00
Monthly

£8.33
One-off

Choose this plan

See all plans

Price excludes VAT