

# Report to: Assets and Operations Committee

**Report Ref:** A1924  
**Meeting Date:** 1<sup>st</sup> June 2020  
**Agenda Item:** 6  
**Prepared By:** Town Clerk



**Subject:** Council Website

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## 1.0 BACKGROUND

The council's current website was developed in 2014 by the Town Clerk. The website contains an array of information on the council's services, constitution and activity as well as wider community information.

Recent regulations<sup>1</sup> require the council to ensure that its website is fully accessible for users of adaptive technology by October 2020. Whilst the existing website meets many of the criteria, it is not a fully accessible website. The current website is also reaching an age where its design is dated and officers have identified additional functionality which cannot easily be incorporated into the existing website.

## 2.0 OPTIONS

The IT working group met in February and agreed that a new website is required. The Town Clerk presented two options:

### 2.1 EXTERNAL REDEVELOPMENT

The council could opt to outsource the development of a new website to a professional web development company. Due to the scale of the website required the likely redevelopment cost would be in excess of £2,000 and the council would likely be beholden to the company for ongoing management costs for website hosting and support.

### 2.2 INTERNAL REDEVELOPMENT

The Town Clerk has the necessary skillset to produce a website meeting the council's requirements. This would continue to be hosted on the council's website hosting platform, incurring minimal ongoing fees and the ongoing management of the website would be undertaken by the Town Clerk as current (the ongoing administration of the website being undertaken by relevant officers).

Under this option the Town Clerk would undertake the redevelopment of the website outside his contractual hours. The cost for this would be in the region of £450 (paid as additional hours through payroll) plus up to £100 for plugins and themes to expand the website functionality (purchased

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<sup>1</sup> The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018



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directly). This would cover approximately 15 hours of time which is considered reasonable for the development of the core of the website with existing content being transferred over. The Town Clerk would cover any additional time above this estimate.

## **2.0 RECOMMENDATION**

It is recommended that the committee approves the redevelopment of the website as per option 2.2 and provides any suggestions for functionality it would like to see on a new website.



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