

## COUNCIL 7<sup>TH</sup> SEPTEMBER 2020

### The Ivers Parish Council Website

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#### 1. INTRODUCTION

A previous report was considered by councillors and further details were requested of 2 suppliers. This report provides the further detail and makes recommendation for the provision of a new website compliant with the [Website Content Accessibility Guidelines \(WCAG\) 2.1 AA rating](#) .

Councillors are guided that the Public Sector Bodies Accessibility regulations require the Council's website to be compliant by 23rd September 2020.

#### 2. FURTHER DETAILS REQUESTED

The following information was requested of the two selected companies:

1. Are you able to deliver the outline specification that we included with our invitation to quote?
2. Are there any additional fees not included in your quote that we would be required to pay for in order to maintain full accessibility compliance of our website?
3. Can you do online booking of facilities and handle payments?
4. Can you deliver our community board?
5. Can you provide a calendar of meetings that links to the agendas/reports and minutes?
6. Are there any additional costs associated to delivering the spec that are not included in your original costings and please could you provide the additional costs, if any, of the above list.

#### 3. RESPONSES

Only 1 of the companies contacted has responded. The information below was received from Aubergine:

- 3.1 The outline specification can be delivered however Aubergine draw the council's attention to the requirement for all documents loaded to meet the accessibility criteria. Aubergine can advise us with regard to the community noticeboard;
- 3.2 There are no additional fees to the quotation other than for the additional items as detailed in the recommendation. Please see Appendix A for quotation;
- 3.3 This bookings can be added when the Council wishes to proceed and Aubergine is offering to advise on suitable processing providers;
- 3.4 The community notice board can be delivered though it must meet the accessibility arrangements;
- 3.5 The calendar of meetings and documents will be provided in an appropriate format. We will be able to work with Aubergine to select what is most suitable for us. A secure area for confidential documents can be provided.
- 3.6 There are no additional costs other than those itemised below.

#### 4. RECOMMENDATIONS

It is recommended that the Council:

- 4.1 Commission Aubergine to:
  - Provide a new website, hosting, basic support and quarterly compliance monitoring and reports at a cost of £1,573
  - From year 2 host the website and provide basic support at a cost of £299 per annum
  - From year 2 undertake compliance monitoring and reports at a cost of £299 per annum
  - Register the domain name at a cost of £100 per annum
  - Provide a secure area of the website for confidential documentation at a cost of £150
  - Provide extra support at a cost of £720 for year 1 only
- 4.2 Write to the current website provider to thank them for their help over the past years
- 4.3 Decommission all pages on the current website except the statutory pages and post a suitable website accessibility statement and explanation that the council is moving to a new website
- 4.4 Develop and implement accessible document formats for all committees and working groups

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