

Report to Hannington Parish Council from Cllr Hertz:

Hannington Parish Website Development

Initially, Parishcouncil.net, a website package supplier, was shortlisted as the preferred organisation for the new Hannington Parish website that would comply with the Transparency Code. However, since 16th May the parish council, through Cllr Hertz) has not received either a response to its submission for a quote nor any acknowledgement to its telephone calls.

Given this situation, no viable alternative other than "HugoFox" has been found. This is the organisation that has already provided to Hannington PC and to its residents access to an automated website '*planning tool*' covering Hannington Parish. Cllr Hertz met with HugoFox management team in their Andover offices on 2nd August to discuss the various technical and functional aspects of their product. The outcome was that HugoFox were willing to develop additional functionality to enhance their website product. These innovations are supported by the project work they are undertaking with the HALC and with other councils within Hampshire.

Based upon Hannington Parish Council Clerk's suggested file organisational structure, as at the 30th August, a draft website framework has been constructed. 'Live file data' is yet to be loaded onto the website plus the Parish Clerk's introductory explanatory commentary as to what the data represents. The design detail for this is yet to be firmed up. At present, the website is 'fluid' and will change as we come to a final conclusion as to the framework and content.

The following website developments have been requested of HugoFox which are currently under review by their developers,

1. ***BDBC Planning Tool*** – add '*Standard Consultation Expiry Date*'. Impact: this means that the Parish Clerk does not need to circulate the planning notice content and specifically the consultation expiry date.
 2. ***A visual calendar of meetings and events*** – ideally, with a list of Agenda and Minutes associated with a PC Meeting in the calendar entry. The visual aspects of the calendar are key from a user experience perspective – cross selling another event say, e.g. Michaels Field.
 3. ***Councillor's private secure login area*** – access to documents/reports that are under development or approval or private to the Cllrs due to regulatory criteria of some sort, e.g. data protection.
 4. ***A-Z / Services*** – Search function - for user speed of access to documents and services held on the website.
 5. ***Online Consultations Editor*** - consultations to engage the local community, including consultation documents and summaries. Visitors can then leave their responses which will be automatically sent to the Clerk as an email [initially]. This development may
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potentially be enhanced to cover 'online voting' with real time status of the votes viewable to the whole community.

6. **Document Archive** – viewable by the users of the website and to comply with 'regulations', some documents are required to be kept for 'ever' and others for instance for 6 years.

The expectation is that the website will go live before the end of the current year 2016/17.

Financial Implications

As reported elsewhere in the Agenda (*Revised Budget 2016/17 incl Financial Update...Agenda Item 19.c*), there is a separate paragraph outlining the cost of setting up and administering the website... This is reproduced below.

"The administrative costs in year one (2016/17) in year one was originally budgeted at £300. At that time, grant funding had not been confirmed. Subsequently, **grant funding has been released at £323.40**. This has been reflected in the Revised Budget. Similarly, two further costs of setting up the website have also been grant funded. These are costs of hosting the website estimated at £300 and the purchase of the website itself (£500) referred to in paragraph 2 above; making a total grant received of £1,123.40."

Chris Pottinger,

Clerk, Hannington Parish Council
