Great Waltham Parish Council – New Website Principles of Build & Use of Existing Website

The Council has previously agreed to finance the build of a new website. The supplier is Recoded Solutions, the organisation the Council has also engaged in relation to the move to gov.uk email addresses.

While the new website will be built around an existing IT architectural framework, the Council has flexibility to include bespoke features, both during the build phase and with the post-implementation user (Council) controlled features of the system.

However, following initial discussions with Recoded, to facilitate the best possible initial build to reflect Council requirements, it will be prudent to agree the underlying principles which will determine the style and content of what is delivered.

Therefore the following guiding principles are recommended:

1. The new website will be for Council business and activities only.

2. The existing e-voice website will be maintained and available for all other non-Council community organisations and activities.

3. After the new Council website goes live the e-voice system's landing page for the Council's section will contain a message signposting/linking users to the new website.

4. If possible, the new website will include background functionality which could be activated in future to accommodate non-Council community organisations etc., but only if, for instance, the e-voice system is no longer available.

5. After the new Council website goes live any responsibility for and control of the e-voice system currently undertaken by the Council will be passed to nominated individuals associated with existing community organisations which currently use the system. (The Council would only maintain a nominal interest in the e-voice system if this was needed as a requirement for the system to continue to be used by others).

6. The new website content will include all information contained in the Council's current pages on the e-voice site. However, all opportunities to enhance the presentation style and add new information will be taken.

7. The greatest possible post-implementation user (Council) controlled functionality will be sought. This will allow the Council to add or amend content without recourse to Recoded in future for any system update builds.

8. The style of the new website will reflect the best practice features identified under other council sites developed by Recoded, complemented by any bespoke improvements to recognise any parish-specific features.