



# HASLEMERE TOWN COUNCIL

## REPORT TO FULL COUNCIL 19<sup>th</sup> March 2020 Town Council Website

### Background

The current Town Council website was built in 2017 when the Council moved its support to Disking. Built in a package called Weebly it has not been easy to update and administer. It is not really fit for purpose, for instance it is not possible to create draft web pages to be published at a later date.

In October 2020 all public sector websites need to be compliant with the 2018 Accessibility Regulations.

This means making sure a website or mobile app accessible can be used by as many people as possible. This includes those with:

- impaired vision
- motor difficulties
- cognitive impairments or learning disabilities
- deafness or impaired hearing

Accessibility means more than putting things online. It means making website content and design clear and simple enough so that most people can use it without needing to adapt it, while supporting those who do need to adapt things.

After October those websites not conforming will face fines.

Haslemere Town Council's website is not currently compliant.

### What do we need to do?

There are two options:

1. Amend the current website to conform to the legislation.
2. Create the website again with better software and ensuring compliance.

### Recommendation

The Town Clerk has investigated and the cost of retrofitting the existing website is similar to that of creating a new website.

Two quotes for re-creating the current website (see appendices) have been received, the Clerk is attempting to find a third.

Both quotes are for a similar offering and include an ongoing monthly accessibility checker which checks any amendments to the website and flags issues.

**RECOMMENDED**: That the quote of £5715 + VAT from PAAC IT is accepted and paid for out of Council reserves. As well as having the lowest quote, PAAC IT are the Council's IT support company and will monitor the accessibility checker and make changes as necessary to the website at no additional cost.

PAAC IT LTD  
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## Estimate

### ADDRESS

Ms Lisa O'Sullivan  
Haslemere Town Council  
Town Hall  
High St  
Haslemere  
Surrey  
GU27 2HG

ESTIMATE NO. 1001

DATE 06/03/2020

DATE	ACTIVITY	QTY	RATE	AMOUNT	VAT
	Service:Website Development (C) Design & Development for haslemeretc.org	65	50.00	3,250.00	20.0% S
	Service:Website Development (C) Content Transfer	48	50.00	2,400.00	20.0% S
	Service:Website Hosting Premium (C) Premium Service monthly charge including accessibility checker *monthly	1	65.00	65.00	20.0% S
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SUBTOTAL				5,715.00	
VAT TOTAL				1,143.00	
TOTAL				<b>£6,858.00</b>	

### VAT SUMMARY

RATE	VAT	NET
VAT @ 20%	1,143.00	5,715.00



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## Quotation

**Quote Number:** 441  
**Quote Date:** 07/03/2020  
**Valid For:** 30 Days  
**Account:** HASL01  
**Quote Ref:**

Qty	Description	Rate	Total
73	Web Design & Development	50.00	3,650.00
46	Website Content Transfer	50.00	2,300.00

Hosting with us is charged at £55 per month, per domain, SSL (HTTPS) included. You can host on your own hosting if you choose too if so we charge a set fee of £75 for installing the new site on your hosting. I have recommended our higher package because it includes Wordfence premium and Accessibility Checker.

Quote Total: £5,950.00