

This report will be made public  
on 19 February 2021

# Hythe Town Council

www.hythetc.kentparishes.gov.uk

Report number F&GP 33/20

To Hythe Town Council  
Date 18 February 2021  
Status **Non Exempt**  
Responsible officer Responsible Financial Officer

Subject **UPGRADE TO HYTHE TOWN COUNCIL WEBSITE  
REPORT F&GP/33/20**

**SUMMARY:** This report reviews the current hosting of Hythe Town Council's website with an update on the need for required changes by law and recommends the Committee review in accordance with good practice.

## **REASON FOR RECOMMENDATION:**

The Committee is asked to agree the recommendations set out below because:-

- a) The Committee closely monitors actual expenditure against approved budgets.
- b) The Council is committed to manage its financial affairs under the Financial Regulations Act.

## **RECOMMENDATIONS:**

- 1. To receive and note the report F&GP/33/20**
- 2. To adopt the attached list of events to be advertised on the Council's website and social media.**

## **INTRODUCTION**

The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018, stated that from 23rd September 2020, websites for all public sector bodies must be inclusive and accessible for all. These legal changes not only benefit individuals with disabilities, but also positively impact search engine ranking, website traffic, user experience, and enhance the council's reputation.

At the Hythe Town Council meeting on 23 January 2020 members discussed the upgrade to the Town Council's website. It was resolved that The Town Council's website be upgraded to comply with legal requirements by Option A at a cost of £975.00 for year one and £675.00 per year for years two and three. Minute no. 280/19.

Belatedly KCC advised the "Parish Council Community" that the Cantium website solution was not to be developed and recommended all clients transfer to Aubergine. Anticipated go-live date was 15 Jan 2021. The set up cost was £899 plus vat.

The Hythe Town Council website is now compliant along with an accessibility statement on the front page with advice that older documents will take time to upgrade and in the meantime are available upon request. Staff are currently working backwards to ensure all documents are compliant.

Now the website has been upgraded the Community Engagement working group are keen to encourage residents to participate in local community events and have provided a list of events that they recommend are posted on the Town Council website on a regular basis. (Appendix 1).

Community engagement increases the visibility and understanding of issues and empowers communities to have their say over decisions that affect their lives, their towns, cities and Community engagement, then, builds deeper, stronger and more trusting relationships between public and communities.

Community Councils facilitate a wide range of activities which promote the well-being of their communities. They bring local people together to help make things happen, and many Community Councils protect and promote the identity of their community.

The core principles of community engagement is grounded in the principles of community organization: fairness, justice, empowerment, participation, and self-determination.

Also attached (Appendix 2) is the list of current Civic events that the Council supports these also will be advertised on the Councils website and social media. Should the dates clash the civic events will take precedence.

The Website and Social media policies that Council will be asked to review will be made public on 26 February on the Town Council website and submitted to full Council for the meeting on 4 March 2021.

## **SUMMARY**

The committee is asked to review the list of proposed local community events to be posted onto the Community Noticeboard on the website and on social media during the dates listed and recommend to Council that the attached list be adopted and reviewed on an annual basis.

## **RISK MANAGEMENT**

A summary of the perceived risk follows;

<b>Perceived Risk</b>	<b>Seriousness</b>	<b>Likelihood</b>	<b>Preventative Action</b>
The Council does not encourage the community to participate in local events therefore residents do not have an understanding of issues in their communities nor do they have their say over decisions that affect their lives.	High	Low	The Council increases visibility and understanding of issues through the website and Community engagement.

## **CONTACT OFFICER**

If you have any queries about this report please contact The Responsible Financial Officer of the Council

Tel: 01303 266152 or email [RFO@hythe-tc.gov.uk](mailto:RFO@hythe-tc.gov.uk) prior to the meeting.