

## **Enhancements to Website for Stapeley & District Parish Council**

### **Purpose - Meet the Statutory requirements for Accessibility**

#### **A quick overview**

The existing Parish Council website is of the static page type. Each page is held on the host and is delivered when requested.

All documentation (Council meeting Agendas, Minutes etc) is held in PDF format and are displayed in the browser. They are available for downloading if required.

The alternative type of site is known as a dynamic site. A dynamic site is held in a database. When a page is requested that page and its content is generated from the database and delivered.

This type of site is also known as a CSM (Content Management System).

Responsive is the term used to allow the webpages to be displayed correctly on which ever device is being used

Looking at the existing website there would seem to be 2 options open to the Parish Council.

#### **Option 1)**

##### **Amend existing site**

- a) Edit each page to make it responsive
- b) Add text resizing/reflow to each page
- c) Replace the use of all council docs being in Adobe PDF format
- d) Fix other known issues with accessibility

#### **Option 2)**

##### **Create new site and populate with data from existing site**

- a) This would be a dynamic site so we would need to select the CMS to be used
- b) Select the theme (the appearance) with agreement/input from the council
- c) Build the skeleton of the new site
- d) Port all existing pages from existing site into the new site

Each of the options has advantages and disadvantages.

#### **Option 1 Amend**

##### **Advantages**

Keeps the existing look and feel of the site. Requires no major changes to the hosting arrangements. Cost and time to implement less than the alternative option.

##### **Disadvantages**

Would still not be fully compatible with all mobile devices. The website would require an increase in effort to maintain accessibility. The fixes are "patches" that act like sticking plaster to the code. From a technical view it's an inelegant solution. All Council documentation post 2018 held as PDFs will need to be converted to static webpages.

## **Option 2 New Site**

### **Advantages**

Allows a refresh of the look of the site. Reduces the time to make changes. Consistent look and feel to the website. Compatible with all mobile devices.

### **Disadvantages**

Longer development effort. Requires a change to hosting set setup. All Council documentation post 2018 held as PDFs will need to be converted and stored in the website database.

## **Costings**

### **Option 1**

Convert Documentation\*, code and test\*\* changes  
8 days @ £175 per day                      £1,400.00

### **Option 2**

Convert Documentation\*. Design, code and test\*\* new site  
20 days    £3,500.00

### **\* Convert PDF Documentation files to new format**

Both options will require that all council documentation dated post 2018 not be held as PDFs. This is due to accessibility issues with readers that deal with the PDF format – this includes web browsers. Therefore, the files will require conversion to the appropriate format (dependant on the option selected by the Council) for storage and display on the replacement website. For option 2 this would require (for consistency and to ease maintenance of the new site) all documentation to be converted.

### **Accessibility standards call for documents created after 2018**

### **\*\* Testing**

Testing would be carried out over a range of devices (Smartphones, tablets, PCs), a range of Operating Systems (Windows, MacOS, IOS , Android and Linux) and with a range of browsers (Chrome, Firefox, Edge, Opera, Safari, Lynx) to ensure compatibility

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