

## Record of officer decision

<b>Decision title:</b>	Contract variation for Jadu Limited on website functionality
<b>Date of decision:</b>	17 <sup>th</sup> February 2020
<b>Decision maker:</b>	Assistant Director Corporate Support
<b>Authority for delegated decision:</b>	Herefordshire Council's Constitution ( <a href="#">19 May 2017</a> ) Scheme of Delegation, Part 3: Section 7 – Officer Functions: 3.7.5 Operational decisions. Chief Executive Scheme of Delegation to Officers ( <a href="#">updated January 2020</a> ), point SA75 ICT Commissioning and Strategy to Assistant Director Corporate Support.
<b>Ward:</b>	Countywide
<b>Consultation:</b>	n/a
<b>Decision made:</b>	Contract variation to the agreement with Jadu Limited to provide Photon service and hosting provision to increase functionality of the council's website to a cost of £59,902.
<b>Reasons for decision:</b>	<p>Jadu Limited provide the website platform for Herefordshire Council with an agreement in place since 2016 – the contract covered creation of the website and on-going licences. To increase the functionality of the website and ease of creating forms then the council have made the decision to purchase the Photon product as a one off cost. In addition Jadu would be able to host the website through an annual fee creating a less resource intensive process for implementing updates. This will have the benefit of reducing staff time of creating a “work around” internally when applying updates with this time able to address other demands of the website in keeping content up to date and meeting the accessibility requirements (<a href="#">WCAG 2.1 AA</a>).</p> <p>The variation of the contract also allows for an update on data protection requirements, anti-slavery and human trafficking legislation and accessible standards.</p> <p>The changes to the website will provide more options for the user in creating digital forms to support people's interaction with the council.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>The associated costs relevant to the variation are within procurement regulation (less than 50% of the original value of the contract).</p> <p>The requirements of the accessibility standards addresses equality considerations.</p> <p>The cost will be met from underspend from the Corporate Support division and /or allocated communications reserve which holds the lead on the website commission – though the delivery is managed through Hoople staffing as part of the service level agreement.</p>
<b>Details of any alternative options considered and rejected:</b>	The alternative option is to remain with the status quo. This means the website functionality will largely remain static which is not ideal in meeting the needs for residents and business for more on-line provision.
<b>Details of any declarations of interest made:</b>	None

Signed..... Date: 27 February 2020