

**TASK GROUP 7 WEB SITE DEVELOPMENT
OCTOBER 2009 – MARCH 2010****Les Netherton*****Scope of Group's Work***

1. Task Group 7 (TG7) covers the improvement of the CoRWM web site.

Members of Group

2. The members of TG1 are: Les Netherton (lead), David Broughton, and Marion Hill.

Tasks

3. TG7 has one specific task (Task 17) in CoRWM's 2009-10 Work Programme (CoRWM doc. 2515.2), which is to improve the web site to make it fit for our future purposes.

Deliverables

4. TG7 is due to deliver an improved web site. The revised timescale is now January 2010; however this is dependant on available finance and procurement timescales.

Planned Work on Task 17.

5. Meetings have been held with IT officials from the Department of Energy and Climate Change (DECC) and the Central Office of Information (COI) to scope the work, procurement, costs and timescales.
6. The work will be in two stages. Firstly, a usability and accessibility audit needs to be carried out on the existing site which will include surveys of users' needs and feedback on issues. This will then feed into the development of a detailed specification which will form the basis for the design, build and host stage. Both stages will require the procurement of specialist contractors and it is proposed to utilise the expertise in DECC and COI to support this process.
7. The estimated costs are likely to exceed the current allocated budget and therefore this will need to be reviewed as cost estimates are clearer and the work could be completed over two financial years. This will need to be decided.

Summary of TG7 Workplan

8. The following table summarises the planned work of TG7 for August 2009 to January 2010 inclusive.

	<i>Work Item</i>	<i>Timing</i>
1	Development of procurement brief for usability and accessibility audit. Meetings with DECC and COI. Brief sent to Agencies	August 2009
2	Consideration by Agencies and receipt of their proposals. Evaluation of proposals and selection of contractor. Meetings with DECC and COI.	October 2009

	<i>Work Item</i>	<i>Timing</i>
3	Receipt of study from agency, followed by review. Budget review when estimated costs identified. Drafting of specification for web site design and build.	November 2009
4	Development of new web site.	December 2009
5	New web site launched.	January 2010