

Local Offer (Version 5 – October 2014)

Appendix 8 – East Riding Local Offer Website
Development Plan (work in progress)

Local Offer Website Development Plan – October 2014

No	Task	Detail	Responsibility	Timescale
1	Staff training	<ul style="list-style-type: none"> • FISH staff trained in updating the website, templates • Style guide produced/Video Tutorial • Moderation process in place • What about changes to photos, page headers, adding/deleting pages/offers 	Website	
2	Homepage developments	<ul style="list-style-type: none"> • Remove banner about launch • A-Z on top of homepage • Photographs on homepage sections • Do you want to talk to someone pop up 	Website	
3	Local Offer template	<ul style="list-style-type: none"> • Display map for service location • Include service logos/description/leaflets 	Website FISH	
4	Sections	<ul style="list-style-type: none"> • Care and Support – Parent support groups • Template for childcare settings 	FISH	
5	A-Z search	<ul style="list-style-type: none"> • Include more words 	FISH	
6	Search Improvements	<ul style="list-style-type: none"> • Results page – add ‘did you mean?’...’try searching by a keyword’.... • Improve search box function • Print/email/social media share functions 	Website	
7	Disability Search	<ul style="list-style-type: none"> • Produce a disability search function 	Website	
8	Feedback Section	<ul style="list-style-type: none"> • New survey in January 2015 • Need to display parents feedback and the local authorities/partners response • Page rating on each website page • Display website poll • Add your service section 	Website	
9	News Section	<ul style="list-style-type: none"> • Develop the News page to be more 	Website	

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		prominent and easy to view multiple news stories		
10	Young Person's Section	<ul style="list-style-type: none"> • Create a section specifically for Young People about information and support 	Website	
11	Local Offer Button	<ul style="list-style-type: none"> • Create different sized buttons • Create a desk-top button • Send to partners to display on website 	Website	
12	Performance Monitoring	<ul style="list-style-type: none"> • Monthly website hits reports by website page • Analyse statistics/promote hits 	Website FISH	