

## CONSERVATORS OF THE RIVER CAM

### 6. Other Matters for Decision

#### 6.1 Conservators' H&S framework

Mike Barrett has drafted further sub-policy Safety Management Statements. These have been reviewed and amended where necessary by the H&S sub-committee group. Copies are annexed. The statements cover the following areas:

- Public Activities
- Fixed Assets

Three other statements remain in draft: Contractors, Contracting and Third parties.

**Conservators are asked to agree to final versions of the documents for Public Activities and Fixed Assets at this meeting.**

**The sub-group proposes that the remaining three Statements are circulated to Conservators between meetings for their final approval. Conservators are asked to agree to this strategy for completing the H&S Framework.**

#### 6.2 Conservators' website

The Conservators' website agreement with Honey Web Design is due for renewal by 31<sup>st</sup> December 2011. The current annual maintenance agreement costs £300.

The website itself has expanded since the new administration came into effect in 2006. It now occupies more web-space, with add on costs. Similarly, the volume of communications between the office and webmaster has increased to account for the more open reporting of Conservancy business via the website.

The webmaster has asked for a small increase in the annual maintenance fee to £350 and for the costs of external hosting (c. £60 p.a.) to be paid additionally by the Conservators.

The domain name 'camconservators.co.uk' is not due for renewal until 2013.

Management of the website is complicated and it is recommended for the smooth running of this side of the business that the Conservators agree to the ongoing maintenance of the website by Honey Web Design for the fees set out above for a further 2 years (up to 31 December 2013).

**Conservators are asked to confirm renewal of this agreement for another 2 years**