

LINDSEY PARISH COUNCIL

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Paper prepared by: Clerk to the Parish Council for meeting of 13th September 2023

.gov.uk domain names

Joint Practitioners Advisory Group in conjunction with NALC have produced a guide which includes a section on the importance of secure email systems and .gov.uk domain names. An excerpt from the section in the guide reads as follows:

“All authorities except Parish meetings must now have an official website. To comply with GDPR, councils should provide official email accounts for their councillors as well as for their Clerk and other officers.

When choosing a domain name for the council's website and emails, many local council websites are appropriately making use of the official GOV.UK domain (for example, ourparishcouncil.gov.uk), with email addresses being linked to that domain”.

The Practitioner’s Guide (March 2023), point 1.26 states that:

1.26 Every authority should have an email account that belongs to the council and to which the council has access – this ideally would be a .gov.uk or .org.uk address or could be an address linked to the council website.

Whilst points 5.205 through to 5.208 states:

5.205. All authorities except parish meetings must now have an official website. To comply with GDPR, councils should provide official email accounts for their councillors as well as for their clerk and other officers.

5.206. When choosing a domain name for the council's website and emails, many local council websites are appropriately making use of the official GOV.UK domain (for example, ourparishcouncil.gov.uk), with email addresses being linked to that domain.

5.207. Using a GOV.UK domain for your council website and email accounts demonstrates the council's official local government status. Members of the public are increasingly cyber security awareness, so a GOV.UK domain can also help to build trust, and credibility and visibly demonstrates authenticity. Many people will now reasonably expect a local council to have a GOV.UK domain name.

5.208. For the purposes of user management, councils should ensure that the proper officer can add and remove member and staff email accounts. Commercial ‘dashboard’ email and web systems offer centralised searching of all data contained within the system for effective compliance with GDPR Subject Access Requests and Freedom of Information Requests.

Whilst the Council does have an email account that belongs to the council and to which the council has access it is an outlook.com account which is a free webmail service that is part of the Microsoft 365 product family. The use of such an account does not always confer “ownership”.

[suffolk.cloud](https://www.suffolk.cloud), our current website host, are able to offer the registration, administration and renewal of .gov.uk domain names and email addresses on our behalf.

The current charges for this service are as below:

<u>Item</u>	<u>1 year</u>	<u>2 years</u>
Domain name	£85	£150
10 mailboxes at 1GB each	£120	£200
10 mailboxes at 2Gb each	£160	£300

Proposals by the Clerk to the Council for consideration at the meeting of 13th September 2023:

- 1. Council to approve the services of [suffolk.cloud](https://www.suffolk.cloud) to register and administer the .gov.uk domain name: [lindseyparishcouncil.gov.uk](https://www.lindseyparishcouncil.gov.uk) at a cost of £150 for two years.**
- 2. Council to approve the use of dedicated email addresses for councillors (to site under the domain name) at a maximum cost of £200 (for 10) for two years.**