

KOS Executive Special meeting 28th March 2021 (via Zoom) to discuss Database and related issues.

Present: Chris Roome (acting Chair), Andre Farrar, Mike Henty, Robin Mace, Murray Orchard, Kieron Palmer, Keith Privett, Brendan Ryan, Barry Wright

CR and BR explained the background to the meeting and the decisions that we need to make.

A number of projects were already underway with Chris Dee from Garganey Consulting. It had previously been agreed that there was a need for an integrated approach that linked these strands of work through the Society's website. In the meantime it had been necessary to take down the sightings database on the website as it potentially breached GDPR principles. This was now deemed to be the top priority.

- Generally the committee was happy with the proposal from Chris Dee and were keen to proceed.

Sightings database:

This was deemed to be the most urgent element of the overall project and there was a desire to get it back up and running as soon as possible. We should explore with Chris Dee the possibility of completing this element of the task ahead of the target date set out in CDs proposal.

The initial brief was predicated on an understanding that the website update and transfer to Joomla was a prerequisite to developing the sightings database.

However we should ask Chris Dee if it would be possible to build the new database on Joomla ahead of developing the new website and providing a link from the database (on Joomla) to the existing website (on WordPress) as a temporary measure ahead of transferring the whole website to Joomla. If this was feasible it should not compromise the quality of the end product.

There was an extended discussion on how sensitive records are managed on any area of the database that could be viewed by the public or members. In essence we would require the same filters that we have already but with greater flexibility and control of these so we can react quickly to local circumstances.

It was agreed that the project sub group would discuss this with Chris Dee.

RM would develop a more detailed specification for the database during the next few days and pass to Chris Dee.

- Action: The nominated steering group for the sightings database was agreed as:- Robin Mace, Murray Orchard and Barry Wright.
- Kieron was to draft his specific question re the sightings database for CD's consideration.
- This and all project steering groups would have full delegated powers to make decisions on the design and implementation for their part of the project without the need to refer back to the Executive.

Website refresh

Steering group agreed as Brendan Ryan, Keith Privett, Andre Farrar, and Kieron Palmer

Cobra Replacement

- Action: Robin Mace to continue as key point of contact. If necessary, CR would re-activate the original data group – CR, RM, KP, MO, AF, Claire Farrar- to consider any pressing issues identified by RM.

Birds of Kent

- Action: Lead group: Andrew Henderson, Murray Orchard, Barry Wright and Brendan Ryan

Instructing Chris Dee.

- Action: BR would draft a response to Chris Dee, identifying the issues above and notifying CD of the key personnel for the sub-projects