

# Council email addresses available from Rocketfuel

03 January 2020

## INTRODUCTION

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At the November 2019 council meeting, it was requested that the Clerk find out whether Rocketfuel could provide the council with council email addresses.

## ROCKETFUEL'S WEBSERVICE PROVISION

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Rocketfuel currently provide the webhosting and domain management for the council.

Included within the webhosting package is the option to have up to 25 mailboxes (200 MB, with email addresses linked to the council domain.

To set up this service, we would need to supply Rocketfuel with a list of email addresses required, eg:

clerk@sandfordstmartin.org.uk

CllrSurname@sandfordstmartin.org.uk

I have asked whether it would be possible for at least one mailbox (the Clerk's) to have a greater storage capacity.

## RECOMMENDATION

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I recommend that the council set up councillor mailboxes using the service provided by Rocketfuel, and agree a standard format for email addresses. These mailboxes would be used for all council email, and would remain under council control in the event of a councillor leaving the council.

I recommend that the council set up a clerk's mailbox using Rocketfuel's service if the mailbox size is adequate. The new email address would be circulated to the clerk's contacts. The current mailbox and email address to be kept live until no longer required.