

Accessibility Statement for Staploe Parish Council Website

This website is run by Staploe Parish Council. We want as many people as possible to be able to use this website. For example, that means you should be able to:

- change colours, contrast levels and fonts
- zoom in up to 300% without the text spilling off the screen
- navigate most of the website using just a keyboard
- navigate most of the website using speech recognition software
- listen to most of the website using a screen reader (including the most recent versions of JAWS, NVDA and VoiceOver)

We've also made the website text as simple as possible to understand.

[AbilityNet](#) has advice on making your device easier to use if you have a disability.

How accessible is this website?

We aim to provide a website that achieves an overall AA level of compliance, and where possible, to achieve AAA level of compliance for content. We know some parts of this website aren't fully accessible:

- you can't modify the line height or spacing of text
- most older PDF documents aren't fully accessible to screen reader software
- Images do not all have text descriptors
- you can't skip to the main content when using a screen reader

We have signed up to a new website provider: Eyelid Solutions who are currently preparing a new site which will be more accessible. This will be in place before 31st March 2020.

What to do if you can't access parts of this website

If you need information on this website in a different format like accessible PDF, large print, easy read, audio recording or braille:

- email the Clerk at lcrawford@staploepc.org.uk and we'll consider your request and get back to you in 3 working days.

Reporting accessibility problems with this website

We're always looking to improve the accessibility of this website. If you find any problems that aren't listed on this page or think we're not meeting accessibility requirements, contact: the Clerk via email on lcrawford@staploepc.org.uk.

Enforcement procedure

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 (the 'accessibility regulations'). If you're not happy with how we respond to your complaint, [contact the Equality Advisory and Support Service \(EASS\)](#).

Technical information about this website's accessibility

Staploe Parish Council is committed to making its website accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

This website is partially compliant with the [Web Content Accessibility Guidelines version 2.1](#) AA standard, due to the non-compliances listed below.

Non accessible content

The content listed below is non-accessible for the following reasons.

Non compliance with the accessibility regulations

Some images don't have a text alternative, so the information in them isn't available to people using a screen reader. This doesn't meet WCAG 2.1 success criterion 1.1.1 (non-text content).

We have signed up to a new website provider: Eyelid Solutions who are currently preparing a new site which will be more accessible. This will be in place before 31st March 2020.

Disproportionate burden

Navigation and accessing information

There's no way to skip the repeated content in the page header (for example, a 'skip to main content' option). This doesn't meet WCAG 2.1 success criterion 2.4.1 (bypass blocks).

It's not always possible to change the device orientation from horizontal to vertical without making it more difficult to view the content. This doesn't meet WCAG 2.1 success criterion 1.3.4 (orientation).

It's not possible for users to change text size without some of the content overlapping. This doesn't meet WCAG 2.1 success criterion 1.4.4 (resize text).

Interactive tools and transactions

We've assessed the cost of fixing the issues with navigation and accessing information, and with interactive tools and transactions. We believe that doing so now would be a [disproportionate burden](#) within the meaning of the accessibility regulations. We will make another assessment when the supplier contract is up for renewal, likely to be in 12 months.

Content that's not within the scope of the accessibility regulations

PDFs and other documents

Many of our older PDFs and Word documents don't meet accessibility standards - for example, they may not be structured so they're accessible to a screen reader. This doesn't meet WCAG 2.1 success criterion 4.1.2 (name, role value).

The accessibility regulations [don't require us to fix PDFs or other documents published before 23 September 2018](#) if they're not essential to providing our services. We believe it would be a

disproportionate burden to the Council to revise all documents published before 23 September 2018, however, we will wherever possible review previous minutes of Council meetings where we can.

Any new PDFs or Word documents we publish will meet accessibility standards.

Live video

We do not currently have any live video streams on our website. Any future streams which may be included will need to have captions in order to meet WCAG 2.1 success criterion 1.2.4 (captions - live).

How we tested this website

This website was last tested on 31st December 2019. The test was carried out by the Clerk of the Parish Council.

We used this approach to deciding on a sample of pages to test:

- Main menu pages of each section of the website
- Most current pages within each section

We tested:

- our main website platform, available at www.staploeduloeahoneydonparishcouncil.bedsparishes.gov.uk

Using tools on your own computer to improve accessibility of this website

You can control the look and functionality of this website, depending on your computer settings. Most computers will have accessibility settings you can change including; the way the screen looks (e.g. changing; fonts, sizes, colours, etc), the way the keyboard or mouse works and possibly speaking and listening to commands as well as a range of other features.

As several organisations have already produced lots of very good content about how to make computers and websites more accessible, we have linked to these sites rather than duplicate their content.

[My Web My Way](#) produced by the BBC is a comprehensive site with loads of useful information and a wealth of [accessibility links](#)

If you're a regular computer users then in Windows - Click on the 'Start' button, then 'Programs', then 'Accessories', then 'Accessibility'.

Your **browser** will usually have controls which you can use to enlarge the text on your screen.

To alter the font type and size of text

On tablets

Go to settings, display and then increase the text and display size.

Internet Explorer Users

To alter the size of the text on this website, select 'View' (found on the menu bar across the top of your browser), then Text Size, and then your preferred size.

You can also hold down CTRL and use the mouse wheel at the same time to almost infinitely change the text sizes on our website

Mozilla Firefox Users

Use the mouse wheel (or hold down CTRL and use + key to increase font) to change the text sizes on our website.

To alter the choice of font:

Internet Explorer Users

- Open your 'Internet Options' window by going to 'Tools'
- Under History, choose 'Fonts' and select your preferred style, then click 'OK'
- Go to 'Accessibility' within 'Internet Options' and click on 'Ignore font styles/font sizes specified on Web pages'
- Click 'OK'

To alter the colour of text and background

You may find specific colours enable you to view our web site easier.

Internet Explorer Users

- Under Tools choose 'Internet Options'
- Under History, choose 'Accessibility' and click on 'Ignore colours specified on Web pages'
- Click 'OK'

Hearing Impaired Users

Our website does not have built in features which allow you to read the text out loud. Our new website in development will be able to do this by 31st March 2020.

This statement was prepared on 31st December 2019.