

## Using this website

This website is run by Great Milton 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 this website is

Analysis indicates that the Great Milton website is largely accessible. However, given the nature of the information that needs to be displayed there are some pages that may not be instantly recognised by readers and other similar assistive aids.

## 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 [contact@clerkgreatmilton.co.uk](mailto:contact@clerkgreatmilton.co.uk)
- call Tim Darch, Parish Clerk on 01844 278347

We'll consider your request and get back to you within 2 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 the requirements of the accessibility regulations, contact Tim Darch, Clerk to Great Milton Parish Council at [contact@clerkgreatmilton.co.uk](mailto:contact@clerkgreatmilton.co.uk) or by telephone on 01844 278347

## Enforcement procedure

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the accessibility regulations. If you're not happy with how we respond to your complaint, contact the Equality Advisory and Support Service (EASS).

## Contacting us by phone or visiting us in person

We provide a text relay service for people who are deaf, hearing impaired or have a speech impediment.

Our offices have audio induction loops, or if you contact us before your visit we can arrange a British Sign Language (BSL) interpreter.

## Contact information:

<http://www.great-milton.co.uk/contacts/>

## Technical information about this website's accessibility

Great Milton 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.

## Issues with technology

No 'skip to main content' option on any pages.

Text doesn't reflow in single column when size of browser window is changed.

It's not possible for users to modify text spacing or line height.

A major redevelopment of the website is in progress: the major objective is to improve accessibility and ensure compliance as much as is possible given the nature of the documents that need to be included.

### **Issues with text**

Some link text doesn't make sense when read on its own (for example, 'click here'). We plan to fix the existing links by September 2020. When we publish new content we'll make sure link text meets accessibility standards.

### **Issues with PDFs and other documents**

Many of our older PDFs and Word documents don't meet accessibility standards - for example, they may not be marked up so they're accessible to a screen reader.

Some of our PDFs and Word documents are essential to providing our services. For example, we have PDFs with information on how users can access our services, and forms published as Word documents. By September 2020, we plan to either fix these or replace them with accessible HTML pages.

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. For example, we don't plan to fix historical Parish Council documentation

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

### **Issues with images, video and audio**

Some images don't have alternative text.

Live video streams don't have captions.

We plan to add alt text to images on the home page by September 2020. We don't plan to add captions to live video streams because live video is exempt from meeting the accessibility regulations.

### **Issues with interactive tools and transactions**

The colour contrast on error messages is too low.

Some of our interactive forms are difficult to navigate using a keyboard. For example, because some form controls are missing a 'label' tag.

Our forms are built and hosted through third party software and 'skinned' to look like our website.

We plan to work with our supplier to fix the issue with colour contrast by September 2020.

We've assessed the cost of fixing the issues with navigating the forms using a keyboard and believe that doing so now would be a disproportionate burden within the meaning of the accessibility regulations. We will make another assessment when the new hosted solution for the website is up and running.

### **How we tested this website**

This website was last tested on 20 August 2020. The test was carried out by Great Milton Parish Council. We tested a sample of pages which a survey conducted in mid-2020 indicated were the most popular on the site (Home page, latest 'Bulletin', minutes of the July parish council meeting, tennis page, St Mary's Church page). We tested our main website platform, available at [www.great-milton.co.uk](http://www.great-milton.co.uk).

### **What we're doing to improve accessibility**

The Parish Council is in the process of migrating the website to an alternative host to ensure full WCAG 2.1 AA compliance, as far as the required content permits and within the 'disproportionate burden' criteria.

This statement was prepared on 20 August 2020. It was last updated on the same date.