

## **Accessibility Statement for Kilburn Parish Council**

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

- Zoom in up to 300% without text spilling off the screen and will reflow in a single column
- Navigate most of the website just using a keyboard
- Navigate most of the website using speech recognition software
- Listen to most of the website using a screen reader

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

### **How accessible this website is**

The website supports text to speech.

The majority of the documents have headers, making the navigation of documents easy to use and to find a specific item within our PDF documents.

However, we know at the moment, that the website might not be fully accessible via navigation of the keyboard as the tabs on the various pages are not prominent. **We are currently investigating this matter and this policy will be updated when this is known. However, the navigation tables on the contact pages are fully functioning and easy to use.**

### **What to do if you can't access part of this website**

If you need information off the website in a different format to what we provide, please e-mail;

**s.a.matthews2001@aol.com or**

**telephone; 01332 671513**

We'll consider your request and get back to you within five days (pending holiday leave by the Clerk).

### **Reporting accessibility problems with the 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 e-mail or telephone and the matter will be discussed and investigated with the webmaster.

### **Enforcement procedure**

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Website and Mobile Applications) (NO. 2) Accessibility Regulations 2018 (the 'accessibility regulations'). If you're not happy how we respond to your complaint, contact the Equality Advisory and Support Service (EASS) (<https://www.equalityadvisoryservice.com/>).

### **Contacting us by phone**

We do not provide a text relay service for people who are deaf, hearing impaired or have a speech impediment.

### **Technical information about this website's accessibility**

**Kilburn Parish Council is committed to making its website accessible, in accordance with the Public Sector Bodies (Website and Mobile Applications) (NO. 2) Accessibility Regulations 2018.**

This website is partially compliant with the Web Content Accessibility Guidelines version 2.1 (<https://www.w3.org/TR/WCAG21/>) AA standard, due to the non-compliance listed below.

### **Non accessible content**

- There is no text alternative for images – so this information is not available to people using a screen reader. This doesn't meet WCAG 2.1 success criterion 1.1.1 (non-text content). We plan to further consider the images, by marking them 'decorative' and therefore exempt from any audio description.
- Site is navigable via use of keyboard only, however, the highlighted tabs are not prominent so not easily used. This does not meet criterion 2.1.1.: Keyboard. We are currently discussing this with the webmaster to see if this is achievable on the current website.
- Some PDF documents still don't include section headings. This does not meet criterion 4.1.2 (name, role, value). We are putting great effort into ensuring all our documents comply with this as soon as possible.

Changes to this statement will be made regularly as we strive to ensure as much accessibility as possible. Disproportionate burden will be considered in exceptional cases for the near future but may not mean forever.

Some archive documents are not available on the website but can be obtained by contacting the Clerk.

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

**This website was tested in May 2020. The test was carried out by the webmaster [webmaster@kilburnparishcouncil.org.uk](mailto:webmaster@kilburnparishcouncil.org.uk) (S Manners) and Clerk to the Council (Sheila Matthews).**

We used the recommended GOV.UK guidance (doing a basic accessibility check if you cannot do a detailed one) approach to deciding on a sample of pages to test; pages were chosen at random all found to be compliant on our website; [www.kilburnparishcouncil.org.uk](http://www.kilburnparishcouncil.org.uk)