



ACCESSIBILITY POLICY

January 2021

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CONTENTS

Detail of chapters	Page Number
1. Introduction	3
2. Specific regulations	3-4
3. Accessibility statement	5
4. How accessible is the website	5
5. What to do if you can't access the website	5
6. Reporting accessibility problems with the website	5
7. Enforcement procedure	6
8. Content that's not within the scope of the accessibility regulation	6
9. Disproportionate burden	6
10. Auditing the website for compliance	6



Spaldington Parish Council will hereinto be known in this policy as '*the Council*'

1. INTRODUCTION

- i. Accessibility is about ensuring that everyone can access public life in the easiest way possible, include online and via mobile apps
- ii. The Public Sector Bodies (Website and Mobile Applications) No.2 Accessibility Regulations 2018 came into force on 23 September 2018
- iii. The Regulations impact all public sector bodies, of which local councils (including parish sector) as local authorities are included.
- iv. The Regulations support other legal obligations, particularly the Equality Act 2010 - requires all UK service providers must consider 'reasonable adjustments' for disabled people

2. SPECIFIC REGULATIONS

- i. The following regulations of the legislation apply specifically to the Council's website:
 - *Accessibility Requirement – Regulation 6:*

Public sector bodies **MUST** comply with the accessibility requirement. This means taking steps to ensure the website or mobile app is perceivable, operable, understandable and robust
 - *Disproportionate Burden – Regulation 7:*

A Public Sector Body does not have to comply with the accessibility requirement, if doing so would impose a disproportionate burden on that Public Sector Body – however, this is not an excuse not to comply
 - *Accessibility Statement – Regulation 8:*

A Public Sector Body **MUST** provide an accessibility statement in accordance with the [model accessibility statement](#) and keep that statement under regular review (we will look at this again in a moment)
 - *Standards – Regulation 9:*



Websites should meet the international accessibility standard or its European equivalent

- *Monitoring – Regulation 10:*

The Minister for the Cabinet Office MUST monitor compliance by Public Sector Bodies of their websites and mobile apps, against the accessibility requirement

- *Enforcement – Regulation 11:*

The Equality and Human Rights Commission is the designated body for enforcement of the accessibility requirements

- *Regulation 4: Exceptions/Exemptions*

The following content on websites and mobile apps are not required to comply with the Website Accessibility Regulations:

- Information (office files) published before 23 September 2018, unless the file is essential for council services; remember though active administrative content must be compliant.
- Third party content
- Audio/video (until September 2020)
- Heritage documents – examples are maps or leases
- Websites created before 23 September 2018 are required to be compliant by 23 September 2020

ii. Websites created on or after 23 September 2018 are required to be compliant by 23 September 2019

iii. All mobile apps are required to be compliant by 23 June 2021

3. ACCESSIBILITY STATEMENT

i. This website is run by Fylingdales 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 (Using [High Contrast](#) for Chrome or [NoSquint](#) for Firefox)
- Zoom in up to 300% without the text spilling off the screen-To do this you can use (CTRL + on a PC, or CMD + on a Mac)
- 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). Try [Google Selection Reader](#)
- ii. The Council will resolve to ensure that the website text as simple as possible to understand.

4. HOW ACCESSIBLE IS THE WEBSITE

- i. We know some parts of this website are not fully accessible:
 - You cannot modify the line height or spacing of text
 - Most older PDF and word documents (Pre-Sept 2018) are not fully accessible to screen reader software as these are not in active administration.
 - You cannot skip to the main content when using a screen reader
 - Some of our pages are difficult to navigate using just a keyboard
 - The website maybe more accessible when using a Mac if you use Chrome as your browser.

5. WHAT TO DO IF YOU CANNOT ACCESS PARTS OF THIS WEBSITE

- i. If you need information on this website in a different format like accessible PDF, large print, easy read, audio recording or braille, please email the clerk at clerk@fylingdalespc.org.uk . We will consider your request and get back to you within 10 days.

6. REPORTING ACCESSIBILITY PROBLEMS WITH THIS WEBSITE

- i. We are always looking to improve the accessibility of this website. If you find any problems not listed on this page or think we are not meeting accessibility requirements, contact the Clerk giving the page title and the nature of the problem.

7. ENFORCEMENT PROCEDURE

- i. The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Website & 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).
- ii. We have 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.

8.



9. CONTENT THAT'S NOT WITHIN THE SCOPE OF THE ACCESSIBILITY REGULATIONS

- i. Many of our older PDFs and Word documents do not meet accessibility standards- for example, they are not structured so they are accessible to a screen reader. This does not meet WCAG 2.1 success criterion 4.1.2.
- ii. The accessibility regulations do not require us to fix PDFs of other documents published before 23rd September 2018 if they are not essential to providing our services.
- iii. Any new PDFs or Word documents we publish will meet accessibility standards.

10. DISPROPORTIONATE BURDEN

- i. The Council does reserve the right to rely in the *disproportionate burden* of the Accessibility Regulations 2018 but will endeavour to ensure that this right is not used disproportionately

11. AUDITING THE WEBSITE

- i. The website will be audited every year to ensure that it meets the obligation The Council will use external IT advisors if it feels it appropriate
- ii. The Council will ensure that the results of the audit are published.