

Accessibility statement for Tibshelf Parish Council

This accessibility statement applies to Tibshelf Parish Council's website.

This website is run by the Communication and Projects Officer of Tibshelf Parish Council, and is hosted by AML Midlands Ltd. We want as many people as possible to be able to use this website. For example, that means you should be able to:

- 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

We know some parts of this website are not fully accessible:

- you cannot modify the line height or spacing of text
- most older PDF documents are not fully accessible to screen reader software
- you cannot skip to the main content when using a screen reader
- some of our online forms are difficult to navigate using just a keyboard
- there's a limit to how far you can magnify the map on our 'contact us' page

Feedback and contact information

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

- Email theclerk@tibshelfparishcouncil.gov.uk
- Call 01773 875093

We'll consider your request and get back to you in 5 working days.

Reporting accessibility problems with this website

We're always looking to improve the accessibility of this website. If you find any problems not listed on this page or think we're not meeting accessibility requirements, contact the Clerk at theclerk@tibshelfparishcouncil.gov.uk or the Communication and Projects Officer at cpo@tibshelfparishcouncil.gov.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

Tibshelf 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.

Compliance status

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

Word documents and PDFs of the Parish Council's documentation. [Although the following statement has now been added to those pages where the downloads are available].

'If you find that you are having difficulty reading or accessing any of the resources in the formats they are currently in, you can order copies that are more accessible by emailing theclerk@tibshelfparishcouncil.gov.uk. Please make sure you state your preferred accessible format and which resource it is you would like to receive, and we'll get back to you as soon as possible.

If you are unsure of your preferred accessible format, please add details of what you need to do with the document in your correspondence.'

Non-accessible content

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

New documents we publish and documents you need to download or fill in to access one of the services we provide should be accessible.

We know that some of our older documents (published before 23 September 2020) are not accessible. For example, some of them:

- are not tagged properly - for example, they do not contain heading structure
- are online forms that are difficult to navigate using just a keyboard
- contain images without a textual description
- include complex tables

This mostly applies to these document types:

- consultations and their supporting documents
- research and analysis reports
- statutory guidance
- forms
- statistics

Non-compliance with the accessibility regulations

Some images do not have a text alternative, so people using a screen reader cannot access the information. This fails WCAG 2.1 success criterion 1.1.1 (non-text content).

We plan to add text alternatives for all images by December 2020. When we publish new content, we'll make sure our use of images meets accessibility standards.

Some PDF 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 (Scanned image-text content).

We plan to rectify all scanned image PDFs by December 2020. When we publish new content, we'll make sure our use of PDF scanned images meets accessibility standards.

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

PDFs and other documents

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 December 2020, we plan to either fix these or replace them with accessible HTML pages.

The accessibility regulations [do not 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 do not plan to fix our PDF version of our newsletter.

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

Preparation of this accessibility statement

This statement was prepared on 21/09/2020. It was last reviewed on 12/09/2022 by the Communication and Projects Officer.

This website was last tested on 21/09/2020. The test was carried out by AML Ltd.

We used this approach to deciding on testing the whole website pages and PDF documents.

We tested our main website platform, available at www.tibshelfparishcouncil.gov.uk

We plan to improve accessibility on this website on each and every update which takes place on a daily basis.

Adopted 25/10/2022. Minute no. 1122/2838