

Accessibility Statement for Hatfield Peverel Parish Council Website

This website is run by Hatfield Peverel Parish Council. We want as many people as possible to be able to access this website.

Under the tab 'Accessibility', the Parish Council has published information on the best ways of accessing the site and tools that are available to help you both in your browser and by way of plug-ins to provide you with an optimal experience.

For example, when using our website, you should be able to:

- Magnify while maintaining text reflow
- Navigate most of the website using just a keyboard
- Change colours, contrast levels and fonts
- Listen to most of the website using a screen reader

How accessible this website is:

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

- Heading and subheading structure
- Very low contrast between foreground and background colours on some links
- Readability in some areas
- Not all Word and PDF documents are accessible
- Scanned documents are not accessible

What to do if you cannot access parts of this website:

If you need information on this website in a different format, for example large print, then please contact the Parish Council on 01245 382865 or parishclerk@hatfieldpeverelpc.com

The Parish Council will consider your request and respond to you as soon as possible, but within 28 working days.

Reporting accessibility problems with this website:

If you find any problems that are not listed on this page or think that we are not meeting accessibility requirements, please contact the Parish Clerk either by email on parishclerk@hatfieldpeverelpc.com or by telephone on 01245 382865. The Parish Council is responsible for the overall content of the website and is willing to consider suggestions for improvements of the site, subject to the resources of the Parish Council.

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 are 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:

In the event that it is not possible to make contact as set out above, arrangements may be made to meet you in person at the Parish Council office at the Village Hall. There is disabled parking in the village hall car park. Should you require hearing aid amplification, it may be possible to arrange a meeting at the Braintree District Council office.

Technical information about this website’s accessibility:

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 and non-compliance with the accessibility regulations:

- Heading and subheading structure
- Very low contrast between foreground and background colours on some links
- Readability in some areas
- Not all Word and PDF documents are accessible
- Scanned documents are not accessible

Disproportionate burden:

At the present time, we have not identified any specific issues that would be of disproportionate burden.

Content not within the scope of the accessibility regulations:

- Pre-recorded audio and video published before 23rd September 2020
- Live audio and video
- Heritage collections, like scanned manuscripts
- PDFs or other documents published before 23rd September 2018 – unless in active administrative use.
- Maps – information may be available in address format
- Third party content under someone else’s control
- Content on intranets or extranets published before 23 September 2019
- Archived websites if not needed for services and they are not updated

We do not plan to fix agendas, minutes or any financial information dated prior to 23rd September 2018. All PDF and Word documents newly published from 16th September 2020 will be fully navigable and thus meet accessibility standards. Scanned end of year financial documents are not accessible. There is a requirement under The Accounts and Audit Regulations 2015 to publish these documents with ‘wet’ signatures which can only be achieved by scanning. However, the information from these documents can be obtained from the Clerk during the period of exercise of public rights each year.

How we tested this website:

This website was last tested in September 2020. The Parish Council used self-evaluation to test the site, and tested the website platform www.hatfieldpeverelpc.com

What we are doing to improve accessibility:

We are working through PDF and Word documents from September 2020 back to 23rd September 2018 to make them accessible and will publish them in both Word and PDF formats where appropriate.

The structure of headings and subheadings is being reviewed and corrected where possible.

The very low contrast problems identified in links are being addressed where possible. The font colour and size of the email address link on the contact details section on the home page cannot be changed.

The issues identified above will be reviewed and corrected (where this is possible) by 31st December 2020.

Conclusion:

This statement was prepared on 16th September 2020. The statement will be reviewed on an annual basis.