

## Much Wenlock Town Council

### Website Accessibility – Action Plan for [www.muchwenlock-tc.gov.uk](http://www.muchwenlock-tc.gov.uk)

#### Goal:

To take steps to edit the current website so that it is compliant with the Web Content Accessibility Guidelines 2.1, forming part of The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations.

#### Steps to take:

- Do a basic check of the website, assessing where changes can be made to: Text based content, Images, videos and audio content, interactive tools, PDF's and other documents.
- Identify exemptions – online content that does not meet WCAG standards such as live video steamed meetings
- Complete a disproportionate burden assessment
- Create a website accessibility statement
- Create text only version of website.

#### Evaluation:

There are two areas of the website to assess for compliancy

- The website template (text: style, size, colours: text, menus, background, contrast etc)
- Content within the website – pdfs, videos, photos

#### Assessment by website provider:

NetWise, who provided the website template, have advised that changes need to be made to the coding. They would make the required changes for a fee of £149.

#### Internal assessment:

Admin Assistant to attend the SALC Q&A on website accessibility to be held on 8<sup>th</sup> October for advice on requirements.

Use free checker tools such as those by Microsoft.

Take suggestions made by NetWise and make the changes ourselves.

Follow NALC guidelines on requirements from the published leaflet.

#### Progress so far and moving forward:

- It is a requirement to produce a website accessibility statement outlining areas of the site that are within compliancy and those which are not, content items which will be amended gradually to adhere to compliancy and those which are considered a disproportionate burden to amend for further display. This statement has been produced and is visible on the site stating disproportionate burden, exemptions and how we plan to stay accessible in the future.
- Identify areas of improvement on the site in accordance with recognised requirements and action by mid-October. Most of this has already been done.
- Time line for editing current older PDF's and other documents published on the site post Sept 2018 is within the next 12 months.
- Create a text only version of the website. This is a long term aspiration and may be considered a disproportionate burden.
- Any future posting to the site must comply with the requirements unless items are considered to be within the disclosed disproportionate burden category.

1<sup>st</sup> October 2020

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