Website Accessibility Compliance Report

Bathampton Parish Council

18th May 2020

Introduction

[Process](https://www.gov.uk/guidance/make-your-website-or-app-accessible-and-publish-an-accessibility-statement)

* Assessment
* Resolution Roadmap and Implementation Plan
* [Accessibility Statement](https://www.gov.uk/government/publications/sample-accessibility-statement/sample-accessibility-statement-for-a-fictional-public-sector-website)
* Test site

[Assessment](https://www.gov.uk/government/publications/doing-a-basic-accessibility-check-if-you-cant-do-a-detailed-one/doing-a-basic-accessibility-check-if-you-cant-do-a-detailed-one#technology)

# Text content

## Check you’re using proper headings

* Check Date: 17/5/2020
* Compliant: Yes
* Comments: Correct use of headings (<h1>, <h2> etc)

## Check pages are usable when stylesheets are disabled

* Check Date: 17/5/2020
* Compliant: Yes
* Comments: none

## Check that instructions are styled properly

* Check Date: 17/5/2020
* Compliant: No
* Comments: Only place with instructions is the contact page, which is not accessible in reader mode (Safari 13.1)

## Check that links make sense

* Check Date: 17/5/2020
* Compliant: No
* Comments: Action to include full names in links

## Check that pages have good titles

* Check Date: 17/5/2020
* Compliant: Yes
* Comments: Clear titles

# Images, video and audio content

## Check any images have a description

* Check Date: 17/5/2020
* Compliant: No
* Comments: No images used except in notices. 3 images containing text.

## Check any video or audio content is properly described

* Check Date: 17/5/2020
* Compliant: Yes
* Comments: No videos or audio used

## Audio descriptions for video and audio content

* Check Date: 17/5/2020
* Compliant: Yes
* Comments: No videos or audio used

## Check for images containing text

* Check Date: 17/5/2020
* Compliant: No
* Comments: No images used except in notices. 3 images containing text.

# Interactive tools and transactions

## Check form fields are marked up appropriately

* Check Date: 17/5/2020
* Compliant: No
* Comments: Only forms are the contact and search forms, which are not available in reader mode

## Check it’s clear what information users need to provide

* Check Date: 17/5/2020
* Compliant: Yes
* Comments: Forms labelled clearly

## Check form elements are consistent across your website

* Check Date: 17/5/2020
* Compliant: Yes
* Comments: none

## Check users get a warning before they’re timed out

* Check Date:
* Compliant: Yes
* Comments: No timeout used

## Check that any error messages are helpful

* Check Date: 17/5/20
* Compliant: Yes
* Comments: Only errors are in contact field and messages clearly describe requirement

## Check users can review their answers before submitting a form

* Check Date: 17/5/20
* Compliant: Yes
* Comments: no review provided however the only field is for contain us, therefore not critical to be able to review data being entered.

## Check that form elements behave as expected

* Check Date: 17/5/20
* Compliant: Yes
* Comments: None

# PDFs and other documents

## Check the documents have meaningful titles

* Check Date: 17/5/20
* Compliant: yes
* Comments: PDF titles clearly

## Check for headings

* Check Date: 17/5/20
* Compliant: No
* Comments: Only have PDFs, but documents are not split by headings.

## Check the documents convey instructions in an accessible way

* Check Date: 17/5/20
* Compliant: yes
* Comments: No instructions

## Check that any link text makes sense

* Check Date: 17/5/02
* Compliant: No
* Comments: Need to make link text meaningful

## Check that images, charts and tables have a description

* Check Date: 17/5/20
* Compliant: No
* Comments: No images, charts or tables used except in notices. 3 images without labels.

# Technology

## Tests using a mobile or tablet device

### Check the page orientation

* Check Date: 18/5/20
* Compliant: Yes
* Comments: Checked on iOS 13.4.1

### Check you can navigate using just one finger

* Check Date: 18/5/20
* Compliant: Yes
* Comments: none

### Check you’re not relying on complex motions

* Check Date: 18/5/20
* Compliant: Yes
* Comments: No complex motions used

## Navigating just using a keyboard

### Check you can tell where you are on the page

* Check Date: 18/5/20
* Compliant: No
* Comments: When tabbing through the highlight goes from light grey to white, not enough contrast

### Check the order makes sense when tabbing

* Check Date: 18/5/20
* Compliant: Yes
* Comments: Logical order

### Check nothing unexpected happens when tabbing through a page

* Check Date: 18/5/20
* Compliant: Yes
* Comments: none

### Check you do not get stuck when navigating through content

* Check Date: 18/5/20
* Compliant: Yes
* Comments: None

### Check forms are still usable without a mouse

* Check Date: 18/5/20
* Compliant: No
* Comments: Can’t access submit button without mouse

### Check users can skip to the main content on a page

* Check Date: 18/5/20
* Compliant: Yes
* Comments:

## Checking content is usable when zoomed in or magnified

### Checking content is usable when you enlarge the text

* Check Date: 18/5/20
* Compliant: yes
* Comments:

### Checking how the page behaves when users zoom in

* Check Date: 18/5/20
* Compliant: yes
* Comments:

## Colour contrast

### Check for text contrast

* Check Date: 18/5/20
* Compliant: Yes
* Comments: WAVE tool **8.59:1**

### Check any buttons and navigational elements

* Check Date:18/5/20
* Compliant: Yes
* Comments: WAVE tool shows no contrast errors

## Pop-ups and interactive or flashing content

### Check that users can disable animated or moving content

* Check Date: 18/5/20
* Compliant: Yes
* Comments: no animated to moving content

### Check for content that plays automatically

* Check Date: 18/5/20
* Compliant: Yes
* Comments: no content that plays automatically

### Check whether there’s an alternative for people who cannot see maps

* Check Date: 18/5/20
* Compliant: Yes
* Comments: no maps

## Search and other forms of navigation

### Check there are multiple ways to navigate your website

* Check Date: 18/5/20
* Compliant: Yes
* Comments: Navigation through menu and search function

### Check your navigation behaves consistently

* Check Date: 18/5/20
* Compliant: Yes
* Comments:

### Check links do not trigger on the down-press of a mouse

* Check Date: 18/5/20
* Compliant: Yes
* Comments: link triggers on up event

# HTML checks

## Checking tables and bullet lists are styled properly

* Check Date: 18/5/20
* Compliant: Yes
* Comments: No tables, correct use of <ul> & <li> for bullets

## Check the language the content is written in

* Check Date: 18/5/20
* Compliant: Yes
* Comments: en-GB

## Check any video players are accessible

* Check Date: 18/5/20
* Compliant: Yes
* Comments: No Videos

Additional Test

# [WAVE Tool](https://wave.webaim.org/)

## <http://bathamptonparishcouncil.org.uk>

### 2 Alerts – redundant Links. Both links at the bottom (“Contact us” and “Clark”) both link to same page

## <http://bathamptonparishcouncil.org.uk/newsletter>

### 39 Alerts – All links to PDF documents with accessibility issues

## <http://bathamptonparishcouncil.org.uk/codes-of-conduct>

### 5 Alerts – All links to PDF documents with accessibility issues

## <http://bathamptonparishcouncil.org.uk/contact>

### 2 Errors, 3 Alerts

* Errors
  + Missing for Label (Captcha Entry) – Cannot find a way to add a label to the Catcha
  + Empty Heading (After submit Button) – Corrected 7-6-20
* Alert
  + Redundant text – “Security Code”
  + Skipped heading level after submit button
  + Underlined text in Liz’s profile after “we moved to the area in 2015“

## <http://bathamptonparishcouncil.org.uk/meetings>

### 120 Alerts – Links to 2 Word documents and 118 PDF document. Need to assure accessibility of documents.

## <http://bathamptonparishcouncil.org.uk/highways-canal>

### No Issues

## <http://bathamptonparishcouncil.org.uk/policy-finance>

### 4 Alerts – Skipped level heading – Annual Audit goes straight to L3 from L1 (Policy and Finance). Rest are links to PDFs.

## <http://bathamptonparishcouncil.org.uk/leisure-amenities>

### No Issues

## <http://bathamptonparishcouncil.org.uk/planning-conservation>

### no issues

## <http://bathamptonparishcouncil.org.uk/footpaths>

### 1 Alert – Level Skipped – maintenance goes straight to L3 from L1 (Footpaths)

## <http://bathamptonparishcouncil.org.uk/report-it>

### 1 Alert – Link to word document

## http://bathamptonparishcouncil.org.uk/notices

### 3 Errors, 8 Alerts -

* Errors
  + 3 images with no alternative text – Corrected 7-6-20
* Alerts
  + Redundant alternative text (first image)
  + Redundant link in [Bathampton Parish Council meeting – 16th April 2020](http://bathamptonparishcouncil.org.uk/bathampton-parish-council-meeting-16th-april-2020) - Link in title same as link in date
  + Redundant Link - [BATHAMPTON AND THE PROPOSED CLEAN AIR ZONE!](http://bathamptonparishcouncil.org.uk/bathampton-and-the-proposed-clean-air-zone) (as point 2)
  + Redunadant Link (Harbutt 120) – Image and title link to same location.
  + 1 link to word document - check accessibility
  + 3 links to PDFs – Check accessibility

Roadmap

# Summary of Issue to address

|  |  |  |  |
| --- | --- | --- | --- |
| Error | Action | Actionee | Status |
| SSL Certificate | Move website and get SSL certificate | DM |  |
| Word template | Draft up word template that uses headings correctly | TP |  |
| 1.3 Check that instructions are styled properly | Investigate if contact form can be made accessible in reader mode (Inc. Instructions\_. If not easily solvable then need to state in accessibility statement | DM |  |
| 1.4 Check that links make sense | Include full title and date of linked document i.e. “June 2020 Minutes” instead of “minutes” | LD | Completed 14-7-20 |
| 2.1 Check any images have a description | Put description and alternative text against image | TP | Complete, alt text added 7-6-20 |
| 2.4 Check for images containing text | Consider removing images as historic | TP | Complete, alt text added 7-6-20 |
| 3.1 Check form fields are marked up appropriately | Investigate if contact form can be made accessible in reader mode (Inc. Instructions\_. If not easily solvable then need to state in accessibility statement | DM |  |
| 4.2 Check for headings | Need to check headings in the PDFs and that screen readers can read the headings | TP |  |
| 4.4 Check that any link text makes sense | As action 1.4 | LD | Completed 14-7-20 |
| 4.5 Check that images, charts and tables have a description | As action 2.1 and 2.4 | LD | Complete, alt text added 7-6-20 |
| 5.2.1 Check you can tell where you are on the page | Investigate whether can change the styling to highlight location | DM |  |
| 5.2.5 Check forms are still usable without a mouse | Investigate if can make the submit button accessible without mouse | DM |  |
| 7.1.1 2 Alerts – redundant Links. Both links at the bottom (“Contact us” and “Clark”) both link to same page | Remove one of the links - optional | TP |  |
| 7.2.1 39 Alerts – All links to PDF documents with accessibility issues | Check PDF document meet accessibility criteria | TP |  |
| 7.3.1 5 Alerts – All links to PDF documents with accessibility issues | As 7.2.1 |  |  |
| 7.4.1 2 Errors, 3 Alerts | Error – Include label and remove headingAlert – Correct minor points | TP | Cannot find way to put label on CAPCHA |
| 7.5.1 120 Alerts – Links to 2 Word documents and 118 PDF document. Need to assure accessibility of documents. | As action 7.2.1 |  |  |
| 7.7.1 4 Alerts – Skipped level heading – Annual Audit goes straight to L3 from L1 (Policy and Finance). Rest are links to PDFs. | Correct skipped heading level | TP |  |
| 7.10.1 1 Alert – Level Skipped – maintenance goes straight to L3 from L1 (Footpaths) | Correct skipped heading level | TP |  |
| 7.11.1 1 Alert – Link to word document | As action 7.2.1 |  |  |
| 7.12.1 3 Errors, 8 Alerts - | Errors: As action 1.4Alerts: correct minor point | TP | Complete, alt text added 7-6-20 |

[Accessibility Statement](https://www.gov.uk/government/publications/sample-accessibility-statement/sample-accessibility-statement-for-a-fictional-public-sector-website#accessibility-statement-for-website-name) Guidance

Post Change Site Test