

# Accessibility statement for Councillor and Committee webpages

Most of our Councillor and Committee web pages and documents are managed through the Civica Modern.Gov platform.

These web pages are registered to <https://democracy.lewes-eastbourne.gov.uk/>. This is a sub-domain of the [Lewes District and Eastbourne Borough Councils' main website](#).

Read the [Councils' accessibility statement](#).

## How accessible are the committee webpages?

We know that some parts of our Councillor and Committee web pages are not fully accessible:

- Some of our older PDF documents are not fully accessible to screen reader software. In addition, some are generated from software or provided from outside the Council which may not be fully accessible.
- Some of our documents are required to be published on a statutory date, so cannot be altered after that date.
- In future, we may include YouTube player and Twitter feeds that can cause accessibility issues.
- Live video streams do not always have captions available.
- A page may contain elements automatically generated from content held outside of the website (in Minutes, Agendas and Decisions). It is not always possible to ensure such content meets all the new accessibility requirements.
- Our pages do not have skip navigation on them as the top navigation content is small and the main content is reached quickly.
- Some of our article section names are not linked to their ID title.

You can get alternatives to non-accessible content by:

- Viewing PDFs by [getting the latest free Adobe Reader software](#)
- Listening to our website or translating it using the [ReachDeck](#) free toolbar

We provide a free accessibility toolbar on all our committee webpages called [ReachDeck](#) (previously BrowseAloud). This allows you to:

- have the page or selected text read out loud to you
- get written and spoken translations in multiple languages
- convert selected text into an MP3
- block distractions on screen with a tinted mask
- enlarge text and read it aloud
- remove clutter and display only the main text
- customise options to suit your individual needs or preferences”

To activate the ReachDeck toolbar on our website, please click on the icon found in the bottom left hand corner of each webpage (a red circle with headphones). The ReachDeck toolbar will then appear at the top of the page. The question mark icon explains the other icons on the toolbar.

## **Feedback and contact information**

Tell us if you need information in a different format.

In your message, please include:

- the web address (URL) of the content
- your email address and name
- the format you need - for example, plain text, braille, BSL, large print or audio recording

If you need information on the committee webpages in a different format please contact [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk). This will be forwarded to the Democratic Services Team.

Feedback:

We continue to try to improve the accessibility of the website and your feedback is important to us for this. Please fill in our [Report a website fault form](#) if you think that there is an accessibility problem with the site and explain the difficulties you are having. We will try to overcome any problems we are made aware of.

## **How we tested the committee webpages**

Our committee webpages are checked by [SiteImprove](#) for Level A, AA and AAA standards of the WCAG 2.1. The Democratic Services Team continue to monitor issues that arise using their live report for our pages. We aim to fix them as soon as we are able to.

## **What we are doing to improve accessibility**

The Democratic Services Team continue to fix issues as they arise from the live SiteImprove report for our committee webpages.

## **Reporting accessibility problems with these webpages**

We are always looking to improve the accessibility of the committee webpages. If you find any problems not listed on this page or think we are not meeting accessibility requirements, please email [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk). This will be forwarded to the Democratic Services Team.

## **Contacting us**

The best way to contact us is by email: [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk). This will be forwarded to the Democratic Services Team.

This statement was prepared on 22 September 2020. It was last reviewed on 17 November 2021.

