

**LLANTWIT FARDRE COMMUNITY COUNCIL
CYNGOR CYMUNED LLANILLTUD FAERDREF**



COUNCIL

23RD April 2026

URGENT REPORT OF THE CLERK

1. WEBSITE ACCESSIBILITY IMPROVEMENTS

- .1 The Internal Auditor recommended that the Community Council make some improvements to its website's accessibility compliance services.
- .2 Our current website provider has undertaken a programme of accessibility improvements to the Council's website, ensuring compliance with current accessibility standards and improving usability for all users.
- .3 The review of the Council's website has identified that, while the site is generally in a good position, there are several areas where accessibility can be improved. Public sector websites are required to meet recognised accessibility standards (WCAG 2.1/2.2), ensuring that online services are accessible to people with disabilities, including those using assistive technologies such as screen readers or keyboard navigation.
- .4 Failure to meet these standards may result in reduced usability for residents and could expose the Council to reputational risk and potential non-compliance with accessibility regulations.

1.5 The review identified the following areas for improvement:

- Absence of a fully compliant Accessibility Statement
- Inconsistent heading structure and page hierarchy
- Non-descriptive button and link text in some areas
- Missing or inadequate alternative (alt) text for images
- Forms not fully optimised for accessibility
- Limited keyboard navigation support (e.g. lack of "skip to content" functionality)

- Instances of insufficient colour contrast
- Minor usability and content inconsistencies (e.g. page titles, formatting)

1.6 It is proposed that the Council undertakes a focused accessibility improvement project, which will include:

- A full accessibility audit of the live website
- Implementation of improvements across key pages and templates
- Creation and publication of a compliant Accessibility Statement
- Testing using recognised tools (e.g. WAVE, Lighthouse)
- Final validation and quality assurance checks

A separate, future phase may be required to review and remediate downloadable documents (e.g. PDFs and policy documents), depending on volume and complexity.

2. BENEFITS OF THE RECOMMENDED WORKS

2.1 Undertaking this work will:

- Improve access to online services for all residents, including those with disabilities
- Ensure alignment with WCAG 2.1/2.2 standards
- Reduce risk of non-compliance with public sector accessibility regulations
- Enhance overall user experience and website usability
- Demonstrate the Council's commitment to inclusivity and digital best practice

2.2 Financial implications the cost of this work is £895+VAT This covers

- a) Full accessibility review
- b) Implementation of improvements
- c) Accessibility statement creation
- d) Testing and final checks.

2.3 This work falls outside the original scope of the website build and is therefore proposed as a new separate project.

2.4 The risk of doing nothing may negatively impact users and risk non-compliance, partial implementation may lead to inconsistent user experience and limited compliance improvements

3. RECOMMENDATIONS

It is recommended that Council

3.1 Approve the proposed accessibility improvements project

3.2 If agreed the budget be taken from Office equipment

3.3 Authorise officers to proceed with the implantation