LINCOLNSHIRE FAMILY HISTORY SOCIETY

Review of the services we provide in relation to THE EQUALITY ACT 2010

(which supersedes the Disability Discrimination Act 1995)

1 – THE PREMISES WE USE:

- The Society Resource Centre is housed at Queen's Park Community Hub South Park Lincoln LN5 8EW Lincoln Branch also hold meetings there.
- The Bourne and Grimsby Branches of the Society meet at the venues shown below.

VENUE	DETAILS	ACTION
Society Resource Centre Queen's Park Community Hub, South Park, Lincoln, LN5 8EW	As the building was previously a Special Needs School for disabled children the building is suitably equipped. • Ramps to all doors • Double doors or in the case of office doors they are wide enough to accommodate wheelchairs. • There are two disabled toilets, one of which has a hoist. Both have personal alarm cables. There is no hearing loop in the building.	None
Lincoln Branch	• As above	None
Bourne Branch Bourne Methodist Church Hall, Hereward Street, Bourne, PE10 9EF.	• Access to/from fire exits is level ground, therefore no wheelchair ramps are necessary. • Doors are wide enough to allow wheelchair entrance. • There are arm rests in one of the two toilets, but the cubicle is not easily accessible for wheelchairs. • All facilities are on one level. There is no hearing loop in the building.	None
Grimsby Branch Grimsby Town Hall, Town Hall Square, Grimsby, Northeast Lincolnshire, DN31 1HX Details provided by Paul Wisken: Civic and Mayoral Officer, Civic Services, North East Lincolnshire Council paul.wisken@nelincs.gov.uk	• There is an accessible entrance at the rear of the building via an intercom which allows access to the ground floor and first floor via the lift • There is a side ramp entrance to allow access to the ground floor and accessible toilet. • There is also a stair lift on the ground floor. • The first floor has an accessible toilet. • Some of the doors are wider to give access although, due to the limitations of a Grade 2 listed Victorian building, some of the doors may cause problems because they cannot be changed. • There is a built-in loop system in the Crosland Suite and Council Chamber and 2 portable systems which can be used in other rooms when requested.	None

Continued over…

2 – JOURNAL: Considerations:
Ensure that sight-impaired reader sare not disadvantaged by typeface, font size and colour of covers.

POINTS	DETAILS	ACTION
Typeface and font	We ensure the Journal is readable by sight-impaired persons. Although we use Calibri 11pt rather than 12pt, this has been discussed and members have been consulted – both have been deemed suitable.	None
Cover and paper	Yellow cover with inner white pages and black type. "Some people with sight problems like to read black text on white or yellow paper" {Source RNIB Fact sheet}	None
E-journal	Optional choice to allow viewer to increase size on screen	None

Refer to https://www.scope.org.uk/about-us/accessibility-at-scope/accessibility-guidelines/content-accessibility-guidelines

3 - MEETINGS Considerations:
Sight and hearing-impaired members. Ensure that they are not put at a 'substantial disadvantage'.

POINTS	DETAIL	ACTION
Visibility of screen	Sight impaired members to sit at front	As necessary
Sound system/ microphones	For hearing impaired members	To be in operation at all meetings wherever possible.
Loop System	For hearing-impaired members	To be used where available

Responsibility for the above points falls to the relevant branch committee.

4 – WEBSITE Considerations:
As journal – regarding colours, font size and typeface.
No action required at present and all aspects are deemed suitable.
There are few images on the website but Alt text is used where required.
Our Aim Score at https://wave.webaim.org/aimscore was 8.5 out of 10 in July 2026.

5 – CONCLUSION
The Executive Committee has reviewed the provisions of its services as above and noted any action to be taken. This document is to be reviewed on a regular basis.

Review of this Policy
This policy will be reviewed annually by the Executive Committee at its first meeting following the Annual General Meeting. The Executive Committee may review and amend this policy at any time if changes in legislation, Charity Commission guidance, best practice, or the Society's circumstances make this necessary. The date of the most recent review will be recorded in the Committee minutes.

Approved by the Committee: 24 September 2026
Last reviewed: No reviews to date
Chairman: Colin Ashworth
Next review: First Committee meeting following the 2027 AGM