

NOTICE  
OF  
MEETING



## ACCESS ADVISORY FORUM

will meet on

**MONDAY, 12TH DECEMBER, 2016**

**At 10.00 am**

in the

**COUNCIL CHAMBER - TOWN HALL,**

TO: MEMBERS OF THE ACCESS ADVISORY FORUM

ANGELA CLARK (CHAIRMAN), MARY SMITH (VICE-CHAIRMAN), SHARON CARRIGAN, TIM CLARE, PETER HALEY, LISA HUGHES, DOMINIC MANLEY AND ROBIN PEMBERTON, COUNCILLORS CHARLES HOLLINGSWORTH AND PHILIP LOVE.

SUBSTITUTE MEMBERS

COUNCILLORS SAYONARA LUXTON AND GARY MUIR

Karen Shepherd - Democratic Services Manager - Issued: Date Not Specified

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at [www.rbwm.gov.uk](http://www.rbwm.gov.uk) or contact the Panel Administrator

**Fire Alarm** - In the event of the fire alarm sounding or other emergency, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Congregate in the Town Hall Car Park, Park Street, Maidenhead (immediately adjacent to the Town Hall) and do not re-enter the building until told to do so by a member of staff.

**Recording of Meetings** – The Council allows the filming, recording and photography of public Council meetings. This may be undertaken by the Council itself, or any person attending the meeting. By entering the meeting room you are acknowledging that you may be audio or video recorded and that this recording will be available for public viewing on the RBWM website. If you have any questions regarding the council's policy, please speak to the Democratic Services or Legal representative at the meeting.

## AGENDA

### PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
6.	<u>ITEMS</u>  To discuss and receive updates on the following items:  5.1 Consultations - Lynne Penn  5.2 Planning Applications - Lisa Hughes  5.3 Changing Places - Mary Smith  5.4 Cycling Strategy - Gordon Oliver  5.5 Review of Terms of Reference - Angela Clark	5 - 6



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## **F1 Access Advisory Forum**

### **F1.1 Purpose:**

The Royal Borough of Windsor and Maidenhead supports the social model of disability, which asserts that barriers, negative attitudes and exclusion by society are the ultimate factors defining who is disabled and who is not. Adopting this approach will result in a focus on removing barriers and a more inclusive approach to service delivery.

### *Comprehensive Equality and Diversity Policy 2010-2013*

The functions of the Forum shall be:

- to help with the preparation, development and implementation of the Comprehensive Equality and Diversity Policy for the Borough;
- to work in partnership with neighbouring Access Forums on matters of shared interest and with other groups or agencies with an interest in developing an inclusive environment;
- to encourage the development of an environment which is independently accessible to disabled people;
- to discuss and liaise with groups and individuals in the area of the Borough on access/disability issues;
- to consider matters affecting disabled people in the Borough and make recommendations to the Cabinet or Panels as necessary;
- to consider the impact of local or national consultations affecting disabled people in the Borough, respond where appropriate, and make recommendations to the Cabinet or Panels as necessary;
- to examine the services provided by the Council and consider ways in which the quality and efficiency of such services may be improved to the benefit of persons with disabilities in the Borough and make recommendations to Cabinet or appropriate Panels;
- to advise on ways to promote and publicise access awareness throughout the Borough; and
- to advise on improvements for disabled access facilities to and within buildings.
- The meetings of the Forum shall be open to the public, subject to powers of exclusion to suppress or prevent disorderly conduct or other misbehaviour.
- Members of the public may speak at the Forum at the discretion of the Chairman
- Copies of agenda and reports for the meetings of the Forum shall be open to inspection at least five clear working days before the meeting.
- Items of business may be submitted to the Chairman for consideration at least one month before each meeting.

- The Council shall reimburse members of the Forum reasonable expenses incurred in connection with attendance at Forum meetings or other activities relating to discharge of the functions of the Forum, in respect of travelling expenses and expenses of arranging for the care of their children or dependants.

### **F1.2 Membership**

The membership shall be comprised of the following groups:

- Users of local services who themselves have a disability or represent a disabled person.
- Representatives of voluntary groups, associations or Charities working with people with disabilities.
- Appropriate Government and Health bodies concerned with people with disabilities.
- Two Councillors from the Royal Borough of Windsor and Maidenhead.
- The Environment Access Officer.
- Appropriate RBWM officers concerned with people with disabilities.
- The minimum number of members shall be 10 and the maximum number of members shall be 20.
- The Forum Chairman and Vice Chairman shall be service users. They shall be independent from the Council and shall be elected from amongst the members of the Forum.
- Appointments to the Forum, including the Chairman and Vice-Chairman, shall be two-year appointments.
- Members of the Forum may resign by giving notice to the Chairman.
- Members of the Forum may appoint substitute representatives to attend Forum meetings

### **F1.3 Quorum: 6**

### **F1.4 Frequency**

Quarterly with any additional meetings to be arranged by agreement with the Forum.