

Disability Liaison Group

Agenda and Reports

For consideration on

**Wednesday, 10th October
2007**

In The Lancastrian, Town Hall, Chorley

At 7.00 pm



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Chief Executive's Office

Please ask for: Ruth Hawes
Direct Dial: (01257) 515118
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Date: 2 October 2007



Town Hall
Market Street
Chorley
Lancashire
PR7 1DP

Chief Executive: Donna Hall

Dear Councillor/Colleague,

DISABILITY LIAISON GROUP - WEDNESDAY, 10TH OCTOBER 2007

You are invited to attend a meeting of the Disability Liaison Group to be held in the Lancastrian, Town Hall, Chorley on Wednesday, 10th October 2007 commencing at 7.00 pm.

I hope you will be able to attend.

***Please note that as the meeting will be held in the Lancastrian speakers will need to use the microphone**

AGENDA

1. **Welcome by the Chair**
2. **Apologies for absence**
3. **Declarations of Any Interests (Councillors only)**

Members are reminded of their responsibility to declare any personal interest in respect of matters contained in this agenda. If the interest arises **only** as result of your membership of another public body or one to which you have been appointed by the Council then you only need to declare it if you intend to speak.

If the personal interest is a prejudicial interest, you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

4. **Minutes (Pages 1 - 10)**

To confirm as a correct record the minutes of the meeting of the Disability Liaison Group held on 11 July 2007 (enclosed). A schedule is enclosed listing issues that have been considered at past meetings of the Liaison Group and summarising the action that has either been taken by Officers or is proposed to be instigated on matters in respect of Pavements, Dropped Kerbs, Road Crossings, General Highway Issues, Parking and Other Issues.

5. **Community Cohesion Strategy**

Sarah Dobson will introduce the Chorley Partnership's Draft Community Cohesion Strategy for consultation. The strategy aims to set out the challenges and opportunities facing the Borough of Chorley in terms of Community Cohesion. Members of the group will be asked to take away the strategy and respond to the consultation by the 20th of December 2007.

Continued....

6. **Focus Group on the Chorley Council website**

Sarah Dobson will present to the group a series of questions about the Council's revamped website and accessibility.

- The purpose of this item is to gauge opinion about what currently works well in terms of accessibility on the website and what improvements the Group would like to see made.
- Those attending the meeting are asked to access and use the Council's website evaluating its current accessibility levels and to compare with the best practice outlined in the other suggested websites and then answer the following questions
- What improvements would you most like to see on the website in terms of accessibility?
- Do you currently use the website to conduct business, if not could this be made easier?
- Would you be willing to participate in a focus group looking at the website in more detail and helping to implement improvements?
- The information provided in this session will be feedback to the Council's communications manager who will lead the focus group looking at implementing the proposals set out in the meeting. Changes to the website will be reported back at the next meeting.

There are several websites that have been suggested as examples of good practice: www.devon.gov.uk, www.lewisham.gov.uk, www.bradford.gov.uk, www.brent.gov.uk. Also, www.actionforblindpeople.org.uk and www.guidedogs.org.uk. It may be helpful for members of the Group to have a look at these sites before the meeting to generate some ideas and suggestions for the Council's website.

7. **Discussion on Council Literature**

The Communications Manager will bring examples of literature produced by the Council to discuss with the Group examples of good practice and any suggestions for improvements.

The group will be asked to advise officers on the best process for accommodating the needs of those with impairments in the production of Council literature.

The feedback from the Group will be used to improve the literature produced by the Council.

8. **Break out session**

There will be a 15 minute break out to enable members of the Group to speak to individual officers about any issues they have.

9. **Progress updates on Yarrow Valley Country Park and Chorley Leisure Services Inclusive Fitness Initiative**

Sarah Dobson will update the Group on Yarrow Valley Country Park and the Chorley Leisure Services Inclusive Fitness Initiative.

10. **Update on the Pavement Cafe Design and License Guide**

Sarah Dobson will update the Group on the Pavement Cafe Design and License Guide that was discussed at the last meeting of the Group.

11. **Review of Polling Districts/Polling Places - Point of Information for the Group**

There is a requirement to carry out a review of Polling Districts/Polling Places every 4 years with the first review to be completed by 31 December 2007.

This is primarily a review of polling premises and locations to access their geographical location suitability within the polling district concerned and the suitability of the premises themselves for such things as disabled access and other access/usage issues.

The review continues until 9th November 2007 with any consultation replies being requested in writing by 12th October to the Town Hall, Market Street, Chorley.

Further information can be found for downloading at www.chorley.gov.uk/pollingstations. If you require further more specific details and/or a hard copies of any of the above please contact Phil Davies in Democratic Services on 01257 515131 or via e mail on elections@chorley.gov.uk.

12. **Date of Next Meeting**

- 9 January 2007
- 23 April 2007

13. **Items for the next agenda**

Update on Astley Park

There will be a full update on Astley Park at the next meeting. For the Group's information the following queries and responses have been put forward.

1. The new surfaces on paths through the woods are too steep in some places, a couple of bridges have no sides and the surfaces are uneven due to bikes and surface water.

As the project was being developed an assessment was made of the paths through the woodland to the south of the park. Due to the existing contours and gradients of the path it wasn't possible to make the changes necessary to meet current Disability Discrimination Act standards to all paths. The project team are currently looking at the possibility of amending the woodland path where it joins the main driveway nearest the main entrance. A wheel chair user was in contact with us a number of weeks ago commenting on how good the new path through the woodland is, but asking if something could be done about the slope where it meets the main driveway to Chorley, estimates have been requested to accommodate this.

A new circular path around is under construction with 'access for all' in mind, consideration being given to surface and gradient etc. Any defects within the surface of the paths will be rectified - all depressions etc will be filled. The project does not include for work to existing bridges, any renovation/repair work is currently the responsibility of Liberata and the Council.

2. Can we see more detailed plans for the play areas and pets corner.

The play areas and pets corner are currently being designed, when detailed plans have been produced these will be brought to the Group.

3. The 'blind garden' is used a lot by vandals as also are the ducks in the pond used for target practise which means that disabled people will not use the park unaccompanied.
The 'Friends of Astley Park' are keen to be involved with improving the Blind Garden and hopefully it is a project that could be developed with them to improve the area for all. The park needs to be classified as a crime hotspot to attract some police presence in the park, the Council would therefore encourage anyone who witnesses any incidents within the park to report them to the police.

4. Is there a maintenance plan for the park?

Currently the maintenance of the park is the responsibility of the Neighbourhoods Directorate. A 10 year maintenance management plan is being developed which will be implemented upon completion of the project.

14. **Any other item(s) that the Chair decides is/are urgent**

Yours sincerely



Chief Executive

Distribution

1. Agenda and reports to all Members of the Disability Liaison Group.

This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515118 to access this service.

આ માહિતીનો અનુવાદ આપની પોતાની ભાષામાં કરી શકાય છે. આ સેવા સરળતાથી મેળવવા માટે કૃપા કરી, આ નંબર પર ફોન કરો: 01257 515822

ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

01257 515823

کیجئے:

Disability Liaison Group

Wednesday, 11 July 2007

Present:

Chorley Borough Councillors:

Councillor David Dickinson (Chair) and Councillors Rosie Russell, Iris Smith and Ralph Snape

Chorley Borough and Lancashire County Council Officers:

Lesley-Ann Fenton (Assistant Chief Executive), Gary Hall (Director of Finance), Sarah Dobson (Performance Advisor - Corporate and Customer), Lindsey Ralston (Landscape Assistant), Paula Fodor (District Partnership Officer), Alan Capstick (Engineering Services, LCC), Steve Lloyd (Registration Service, LCC) and Ruth Hawes (Democratic Services Officer)

Disability Forum Representatives:

Eileen Bee (Disability Forum Co-Ordinator), Terence Reynolds (Disability Forum Chairman), Ivy Carroll, Judy Daniels (Disability Forum), Alison Hansford (Disability Forum), Maureen Kay (Deaf and Disability Forum), Devi Nicholson, Maurice Waterhouse (Shop Mobility) and Robert Winder

Sign Language Interpreter:

Carol Kyle (BSL Interpreter) and Catherine Moxon (BSL Interpreter)

Also in attendance:

Sergeant Adrian Beardmore and PCSO Ray Chadwick

07.DLG.01 WELCOME BY THE CHAIR

The Chair welcomed everyone to the meeting. People present introduced themselves and their role at the meeting.

07.DLG.02 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Cath Hoyle, Albert and Rita Jeffrey and Harold Rimmer.

07.DLG.03 DECLARATIONS OF ANY INTERESTS (FOR COUNCILLORS ONLY)

No Councillors declared an interest in relation to matters under consideration at the meeting.

07.DLG.04 MINUTES

The minutes of the meeting of the Disability Liaison Group held on 18 April 2007 were confirmed as a correct record.

07.DLG.05 ONGOING ISSUES

The Group considered a schedule listing issues that have been considered at past meetings of the Liaison Group and summarising the action that has either been taken or is proposed by Officers.

The following points were discussed:

Dropped Kerbs

2.a, Bolton Street opposite QS: this has been completed.

New Issue: there are a number of dropped kerbs that need to be replaced on Pall Mall.

Road Crossings

Market Street junction with Saint Thomas' Road: Chorley Council are keen to see a zebra crossing on St Thomas's road near to its junction with Market Street. County are finalising the design and will confirm an estimate to Chorley in the near future. Mr Capstick confirmed that as there are so many procedures to follow that are outside his control he could not provide a firm date as to when this crossing could be constructed. The Group thanked all of the officers and Members for their work on this project.

New issue: Could there be a crossing on School Lane, Brinscall and Bury Lane, Withnell by the Post Office, preferably a zebra type crossing.

New issue: Could there be a crossing by the bus stop, at the junction of Oakmere Avenue and Blackburn Road in Higher Wheelton.

General Highway Issues

New Issue: there are a number of double yellow lines that need to be repainted on Pall Mall. Vehicles are parking where they shouldn't.

Parking

Car parking on Coronation rec: The action taken has been successful, as vehicles have not been parking on the rec.

New issue: The disabled parking bay outside the One Stop Shop is only for half an hour. If the One Stop Shop is busy customers are longer than half an hour. Could the bay be made for an hour.

Other Issues

6.a, Steps at the Railway Station: the paving blocks at the edges of the steps have been repainted. This can be removed from the schedule.

6.a, Minicom at the Railway Station: This issue has been going on a number of years and needs to be resolved. The Assistant Chief Executive will write to Northern Rail and report back to the next meeting.

07.DLG.06 WASTE COLLECTION AND RECYCLING

Sarah explained that the Council is currently making preparations to relet the contract for the collection of waste and recycling. She asked for the views of the meeting as to how the service can best meet the needs of residents with disabilities - it was important to highlight the practical issues that caused problems and areas where the service could be improved.

Issues raised included:

- Emptied bins and recycling receptacles left on the pavement and road are a hazard, especially for partially sighted people. If the pavement is blocked the guide dog will take the person into the road, the situation is made even more dangerous by the number of parked cars generally on roads.
- Broken glass and debris currently left on the ground after collections should be swept up.
- Experience of the assisted bin collection was positive.
- Standard wheeled bins are too tall and heavy for some people: smaller bins should be offered.

It was suggested that proposals be submitted to the meeting of the Forum on 4 September for further comments. Members of the Group would bring any other experiences relating to waste collection and recycling to the next meeting.

07.DLG.07 PAVEMENT CAFE DESIGN AND LICENSE GUIDE

The Chair introduced Lindsey Ralston, Landscape Assistant, to talk about the pavement cafe design and license guide. The Group thanked Lindsey for her attendance at short notice.

Lindsey explained that the policy was being brought in to guide the growing culture of pavement cafes. There was a wish to encourage people to use the town centre more in the evenings and traders supported this. In the long term there were plans to have a cultural quarter in Market Street. There would be opportunities to update the document on an ongoing basis and it was important to have the input of the Group.

The policy would enable the Council to take enforcement action against traders who did not comply. It was noted that the policy was needed to be able to take enforcement action. It was hoped that the policy would assist with the issue of A-Boards in the town centre. Officers from the Council's SNED Directorate would undertake enforcement.

The Group noted that the policy had to work with the space available. There were few places where there would be 3.5 metres of the pavement left unobstructed as well as a pavement cafe. Areas designated for pavement cafes would be marked out with studs in the pavement and barriers. It was highlighted that barriers would need to be a contrasting colour for partially sighted people with a barrier at floor level for cane users.

Other points made included that the space needed for mobility scooters was wider than for wheelchairs. If the pavement were taken away guide dogs would have a problem as the dog used either the pavement or the building. This would be compounded by the added distractions to the dog of people and food. It was suggested that the Group be added to the list of people to be consulted on applications.

The Group thanked the Council for producing the guidance and hoped that its implementation would resolve some of the issues faced by members of the Group. It was noted that a reasonable amount of time for consultation should be given for future consultation documents.

07.DLG.08 UPDATE ON CHORLEY REGISTRY OFFICE

The Chair introduced Steve Lloyd from Lancashire County Council, who gave an update on Chorley Registry Office.

Steve explained that the funds were in place to go forward on the new, fit for purpose, building for Chorley Registry Office in the corner of the West Street car park. Plans of the building were pinned on the display boards for the Group to look at.

It was noted that there would be different entrances for marriage ceremonies and people registering births and deaths. There would be an area for photographs and five car parking spaces, two of which were for disabled drivers. There were a number of toilets in the building, including disabled toilets and baby changing facilities.

There would be a notice in the reception areas showing how to attract attention if a receptionist was not present. It was suggested that there be access to online registry services at the new Registry Office. This would be looked into.

It was agreed that the plans be forwarded to the Disability Forum for further comments. The Group thanked Steve for his attendance and opportunity to comment on the plans at this early stage. Steve agreed to give an update to a future meeting of the Group on details such as the operation of the doors and signage.

07.DLG.09 UPDATE ON DISABILITY AWARENESS DAY (REACH)

Eileen updated the Group on the plans for the REACH event. It would be held on Friday 3 and Saturday 4 August on Market Street and Fazackerley Street between 11 and 3. There would be stalls from both voluntary and statutory organisations and a range of entertainment and displays.

There would be a launch the event in the Lancastrian on Thursday 2 August between 7 and 9. This would be guest speakers, a drama group and an opportunity to network.

07.DLG.10 CONTACT DETAILS AND PROCEDURES FOR COMMUNITY BEAT MANAGERS

The Group received, as part of the agenda, the contact details for the Community Beat Managers and the procedure for using the TYPETALK system.

It was noted that at Chorley Police Station the loop system only worked once inside the station, Adrian undertook to look into this. A poster with information for people with disabilities in the reception area would be helpful.

Anyone who wanted to visit the Communications Room at Hutton would contact Adrian on Adrian.Beardmore@lancashire.pnn.police.uk. He would speak to communications about the use of minicomms at Police Stations.

07.DLG.11 UPDATE ON DELIVERY OF THE COUNCILS EQUALITY SCHEME

It was agreed that this item be deferred to the next meeting.

07.DLG.12 GROUP WORK PROGRAM

It was agreed that the draft work program be distributed with the minutes for discussion at the next meeting.

07.DLG.13 DISABILITY FORUM CHAIRMAN

The Chair reported that Harold Rimmer stood down as the Disability Forum Chairman at the Forum AGM last month, and Terry Reynolds was elected as new Chair.

The Group thanked Harold for all his work and wished Terry all the best as the new Chair.

07.DLG.14 DATE OF NEXT MEETING

The proposed dates for future meetings are 10 October 2007, 9 January 2007 23 April 2007. It was agreed to keep the start time of 7.00pm.

If the Group would like to suggest an item for the next agenda please contact Ruth in Democratic Services (ruth.hawes@chorley.gov.uk) by Monday 24 September.

Chair

Disability Liaison Group

Summary of Issues to be considered at Meeting on 10 October 2007

- 1. Pavements Page 2
- 2. Dropped Kerbs Page 2
- 3. Road Crossings Page 2, 3
- 4. General Highway Issues Page 4
- 5. Parking Page 4
- 6. Other Issues Page 5

Responsible Officers

- GH Gary Hall
- LAF Lesley-Ann Fenton
- SD Sarah Dobson
- AC Alan Capstick
- CL Cindy Lowthian

No	Date Reported	Issue	Comments and Action Taken	Officer
1		Pavements		
2	Page 2	Dropped Kerbs	The works have recently been carried out.	AC
a		Astley Village Parish Council have problems with dropped kerbs (or absence of) - the main one seems to be at the bottom of Studfold, in Astley Village.		
b	Page 2	There are a number of dropped kerbs that need to be replaced on Pall Mall.	It is planned to resurface Pall Mall in November 2007. Phase 2 of the project in summer 2008 will deal with any defective dropped kerbs.	AC
3	Page 2, 3	Road Crossings		
a	Page 4	Eaves Lane near its junction with Seymour St. To get to a crossing it is a long walk down Eaves Lane.	A bid has been submitted for a zebra crossing to be funded from the pedestrian priority program 200809. There are many schemes competing for limited resources. We should know the outcome in Feb. 08.	AC
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No	Date Reported	Issue	Comments and Action Taken	Officer
3		Road Crossings		
b	Jul-07	Market Street junction with Saint Thomas' Road	A bid has been submitted for a zebra crossing to be funded from the pedestrian priority program 2008/09. There are many schemes competing for limited resources. We should know the outcome in Feb. 08.	AC
c	Jul-07	Could there be a crossing on School Lane, Brinscall and Bury Lane, Withnell by the Post Office, preferably a zebra type crossing.	These issues will be investigated fully once more staff resources become available from a restructure within LCC.	AC
d	Jul-07	Could there be a crossing by the bus stop, at the junction of Oakmere Avenue and Blackburn Road in Higher Wheelton.	These issues will be investigated fully once more staff resources become available from a restructure within LCC	AC

No	Date Reported	Issue	Comments and Action Taken	Officer
4	May-07	<p>General Highway Issues</p> <p>Trees obscuring lighting on Park Road</p>	<p>A new street lighting scheme is currently being introduced to Park Road. This will be left on the schedule to monitor the situation.</p>	AC
b	Jul-07	<p>There are a number of double yellow lines that need to be repainted on Pall Mall.</p>	<p>Completed.</p>	AC
5		<p>Parking</p>		
a	Jul-07	<p>Cars parking on Coronation rec.</p>	<p>The action taken has been successful, as vehicles have not been parking on the rec. The Parking Manager is Iain Price, his number is 515251.</p>	SD
b	Jul-07	<p>The disabled parking bay outside the One Stop Shop is only for half an hour. If the One Stop Shop is busy customers are longer than half an hour. Could the bay be made for an hour.</p>	<p>This will required a change to a traffic order. This is a lengthy procedure which can take 9 to 12 months even with no objections raised. AC to liaise with Ian Price (CBC Parking Manager).</p>	AC

No	Date Reported	Issue	Comments and Action Taken	Officer
6		Other Issues		
a	Mar-00	Lack of minicom at the railway station.	Assistant Chief Executive of Chorley Borough Council to contact Northern Rail to raise issues and request a formal response.	LAF
b	Mar-00	Announcements of train destinations for blind people & more time information requested.	Assistant Chief Executive of Chorley Borough Council to contact Northern Rail to raise issues and request a formal response.	LAF
c	Jul-07	The Lancastrian itself is wheelchair accessible, the stage isn't (and is too high to use a temporary ramp).		GH

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