

Request:

Please provide information on whether or not you employ an access officer(s).

Notes: They do not need to have the specific job title of access officer for you to respond affirmatively. The role may be defined as having responsibility for any one or all of the following and may be split between more than one person;

- respond to requests, comments and complaints from all concerned with disability access
- prepare adaptation programmes, including budgets, and monitor progress
- carry out surveys, feasibility studies, drawings, specifications, contract documentations and supervise their implementation
- give advice on all access design issues: transport, pavements, damaged kerbs, road crossings, highways schemes, traffic calming, parking and street furniture.
- assist in the development of appropriate access plan policies and design guidance, primarily through implementing supplementary planning guidance
- provide technical consultation and interpretation on applications that justify detailed input and provide guidance to development control officers on when to consult
- be available for pre-application consultations on larger applications.

Response:

The council does not currently employ a dedicated Access Officer. Responsibility for carrying out the work listed is split between many different officers in different departments.

- respond to requests, comments and complaints from all concerned with disability access
This would be dealt with by various departments depending on the specificity of the case.
- prepare adaptation programmes, including budgets, and monitor progress
This would be dealt with by our Facilities Management team.
- carry out surveys, feasibility studies, drawings, specifications, contract documentations and supervise their implementation
This would be dealt with by our Facilities Management team.
- give advice on all access design issues: transport, pavements, damaged kerbs, road crossings, highways schemes, traffic calming, parking and street furniture.
This would be dealt with by our Transport Planning and Development Management Officer in our Network Management service
- assist in the development of appropriate access plan policies and design guidance, primarily through implementing supplementary planning guidance
This is dealt with by the Strategic Planning Team, we have an adopted Access for All SPD.
- provide technical consultation and interpretation on applications that justify detailed input and provide guidance to development control officers on when to consult
The Development Management team use the Access for All SPD. More technical issues with regards to new developments are picked up by Building Control using Part M of the Building Regulations.
- be available for pre-application consultations on larger applications.
Development Management coordinate responses to pre-application discussions. This includes input from all relevant internal consultees.

- co-ordinate the consultation process with statutory consultees, such as English Heritage, Building Control and the Statutory Highway Authority
- co-ordinate and manage the Council's training programme for new and existing officers, in particular in development control
- liaise with neighbouring authorities and national bodies

- establish a local access group where one does not exist, encourage and support the local access group and ensure that disabled people and other appropriate voluntary groups are effectively involved in the planning process. Servicing regular planning application consultation meetings and providing accessible transport and meeting rooms can be supportive

If an employee(s) is responsible for the above, please respond and clarify which responsibilities or similar responsibilities they hold.

- co-ordinate the consultation process with statutory consultees, such as English Heritage, Building Control and the Statutory Highway Authority
This is the responsibility of the Development Management Team.

- liaise with neighbouring authorities and national bodies
This is the responsibility of the Development Management Team.

- establish a local access group where one does not exist, encourage and support the local access group and ensure that disabled people and other appropriate voluntary groups are effectively involved in the planning process. Servicing regular planning application consultation meetings and providing accessible transport and meeting rooms can be supportive
The council helped to establish the Wigan Access Committee and still meets with them regularly. For example the Major Projects team takes potential schemes to the group for engagement. One of the Access Committee members who represents the RNIB also recently delivered a lunch time learning session for council officers in the Place Directorate.