

Briefing Note for the Staff Disability Scrutiny Panel Meeting 12 March 2010

The Technical Access Manager's post (part-time 3 days a week) was originally created to help ensure that adjustments to improve access for disabled members of the public to areas of premises from which the Council delivers a service are carried out, and this remain the primary focus of the role.

'Reasonable adjustments' are made to 'physical features' to assist a disabled person to access premises, facilities and services. For example; providing a suitable a ramp, widening and/or automating doors, upgrading or providing a lift, installing an accessible WC or hearing enhancement system, lowering counters, etc. Improvement works are carried out on a rolling programme, and progress against pre-set targets reported on a quarterly basis.

Although adjustments are made with members of the public in mind they could also benefit existing or future disabled members of staff working in those areas.

Whilst the Technical Access Manager's DDA budget cannot be used to fund adjustments specifically for members of staff, she has been increasingly involved in providing specialist advice to other departments and officers including the Equalities and Inclusion Team, Health Safety and Wellbeing Team, Architects and Building Surveyors, Estates Team, Premises Team and individuals in relation to adjustments, including issues relating to disabled staff.

The Technical Access Manager has also had input into the '*Draft Guide for Line Managers on How to Manage Reasonable Adjustments for Employees with Disabilities*' currently being produced by H.R. which includes the following advice:

*"Sometimes 'reasonable adjustments' are required to 'physical features' to enable a disabled person to access premises and facilities...
Officers can seek specialist advice from the Council's Technical Access Manager on possible solutions and ways to achieve them."*

*Technical Access Manager
Building, Surveying and Maintenance Team
Kings House
01273 291444*

