

EAST AYRSHIRE COUNCIL

NORTHERN AREA LOCAL COMMITTEE – THURSDAY 11 JANUARY 2007

ANNUAL REVIEW OF ACCESS PANELS

Report by the Head of Planning, Development and Building Standards

1. PURPOSE OF REPORT

- 1.1 To inform the Local Committee of the work of the Access Panels from October 2005 to December 2006.

2. BACKGROUND

- 2.1 In 1981 the Secretary of State for Scotland recommended that each Local Authority nominate a Disability Access Officer and set up Access Panels within each area for the purpose of improving disabled access to the built environment. The Panels would provide a point of contact where disabled people could meet and consult with Local Council representatives such as Architects, Building Standards Surveyors and other relevant bodies on access issues.
- 2.2 Following the directive Access Panels were established throughout Scotland with mixed success. Cumnock & Doon Valley Access Panel has flourished through the years with its membership having an active role in the development of disability issues within the built environment.
- 2.3 An Access Panel was formed in the former Kilmarnock & Loudoun area, however membership dwindled and it ceased during the late 90's. In June 2002, East Ayrshire Council invited local disabled groups and disabled community members within the former Kilmarnock & Loudoun boundary to participate in the formation of a new Access Panel. Consequently, East Ayrshire Council now supports two very active Access Panels with similar goals and objectives – “Access for All”, their ethos being that if the facility is accessible for a disabled person, then it will be accessible for the majority of the community.

3. WORK OF THE ACCESS PANELS

- 3.1 Both Access Panels have a remit to review Planning and Building Warrant applications. The Building Standards Service has a statutory requirement to enforce the Building (Scotland) Regulations 2004 which are supported by functional standards. These standards provide detailed guidance on items such as car parking, toilets, steps, ramps and other elements of the built environment in relation to new buildings or those which are being altered.

Guidance on access requirements for disabled people is also included within these standards which are the minimum that Building Standards Surveyors can impose. However greater detailed guidance exists in the public domain and architects and designers are encouraged by the Panel to adopt this as best practice regarding access for disabled people; for example – British Standard 8300: Design of buildings and their approaches to meet the needs of disabled people - Code of practice. If the Architect/Designer takes on board comments made by the Access Panel, the facility will be more inclusive.

- 3.2 Both Panels are continually working in partnership with the Council an example of which was the issue relating to accessible parking at the new Maternity Unit at Crosshouse Hospital. There is a requirement within Building Standards that the maximum distance from an accessible car parking bay to the principal entrance is 45m. The Architects for aesthetic reasons proposed to extend this distance to 87m and requested a Relaxation of the Standards. By working together, the Panels were able to convince the Architects that the Standard should be met in full i.e., a maximum of 45m.
- 3.3 During the year beginning October 2005 till present, both Panels have reviewed in excess of 55 Planning applications and 90 Building Warrant applications. The Panels have also met with a number of designers both in the private and public domain to discuss their proposals in greater detail examples of which are:-
- Parr Architects regarding the four Public Private Partnership Projects for Mauchline and Shortlees Primary Schools and St Josephs and Grange Academies.
 - Keppie Architects regarding new Maternity Unit at Crosshouse Hospital.
 - Project Director for NHS Ayrshire & Arran regarding all construction works at Crosshouse Hospital.
 - Council's Architects responsible for the new Local Office, Library, Police Office and Community Facility at Stewarton.
 - Health professionals regarding the alteration and extension to the Health Centre, Cumnock
- 3.4 Appendix one of this report provides a breakdown of the meetings and site visits undertaken by the Panel Members on a voluntary basis over the past year and credit must be given to them for freely giving up their time in order to work with the Council in securing a more accessible built environment that all the community can enjoy.

4.0 CURRENT WORK BY THE PANEL

4.1 In recent weeks, both Panels have been busy reviewing not only Planning and Building Warrant applications, but other types of projects such as;

- The consultation on the new signs to be erected within Kilmarnock Town Centre.
- The proposed access arrangements for the works surrounding the Barony A Frame in Auchinleck.

4.2 Both Panels have enthusiastically met with the Architects for the four PPP Projects and future meetings are scheduled. It should be noted that the design team are keen to work with the Panels and learn from the personal experience they have to offer.

4.3 Some of the Panel members also attended the recent stakeholder events held by the Council in line with the newly introduced Disability Equality Duty. Both Panels are keen to continue working with the Council within the terms of this new important legislation whereby many public bodies including the Council have a duty to involve disabled people when planning their services.

5.0 RECOMMENDATIONS

5.1 It is recommended that the Committee note the tremendous work being carried out by both Access Panels.

Alan Neish
Head of Planning and Building Standards

07 December 2006 (DMcD/SF/SA)

BACKGROUND PAPERS

1. For further information on this report contact David McDowall, Building Standards Manager on 01563 576749 or Susan Fulton, Disability Awareness Advisor on 01563 576788.

CUMNOCK AND DOON VALLEY ACCESS PANEL - DIARY OF MEETINGS / EVENTS

Date	Subject	Attending	Comments	Impact on Community
4/10/05	Access Panel Meeting Town Hall, Cumnock	All Members	Pat Standen attended to take on board Panel's comments about services delivered by the libraries section	An inclusive library including the mobile library will make the services more accessible for everyone
1/11/05	Access Panel Meeting Town Hall, Cumnock	All Members	Panel members met to discuss access issues relating to Cumnock and Doon Valley. They also meet to review planning and building warrant applications.	If comments from the Access Panel are taken on board, this will result in a more accessible facility which the whole community can enjoy.
4/11/05	Meeting with Jean Smith and Gordon Watt re artwork for new Access Panel Banner	Jean Smith	Panel received separate funding from Scottish Disability Equality Forum (SDEF) to promote work of the Panel – agreement given that they purchase banner	Banner is portable and can be taken to events to advertise the Access Panel
8/11/05	Meeting at South Ayrshire Council with East Ayrshire North Access Panel and South Ayrshire Access Panel	Jean Smith and Bill Barr	Meeting with Marjorie Adams from North Ayrshire Council to promote Access Panels, the work they do and pass on information and details about the differences they are able to make	Supporting a new access panel in North Ayrshire will enable visitors to the area to access a more inclusive built environment
10/11/05	Site visit to the Royal Hotel Cumnock	Jean Smith, Rita Pirrie, Janet Kelso and Anne Bennett	Meeting to discuss the proposals with the owner. Existing hotel with many constraints, however owner agreed to take on board panels comments	If comments are taken on board, a more inclusive facility will be provided

6/12/05	Access Panel Meeting Town Hall, Cumnock	All Members	Panel members met to discuss access issues relating to Cumnock and Doon Valley. They also meet to review planning and building warrant applications.	If comments from the Access Panel are taken on board, this will result in a more accessible facility which the whole community can enjoy.
16/1/06	Meeting regarding Public Private Partnership (PPP) Schools at Town Hall, Cumnock	Majority of Panel Members	Panel met to review the drawings for Mauchline Primary School and St Joseph's Academy	Architects were able to take Panel comments on board
7/2/06	Access Panel Meeting Town Hall, Cumnock	All Members	Panel members met to discuss access issues relating to Cumnock and Doon Valley. They also meet to review planning and building warrant applications.	If comments from the Access Panel are taken on board, this will result in a more accessible facility which the whole community can enjoy.
2/3/06	Bi-Annual Meeting London Road Kilmarnock	Jean Smith, James Boyd and Bill Barr	Panel members met with Council officials to discuss disability issues	
7/3/06	Access Panel Meeting Town Hall, Cumnock	All Members	Panel members met to discuss access issues relating to Cumnock and Doon Valley. They also meet to review planning and building warrant applications.	If comments from the Access Panel are taken on board, this will result in a more accessible facility which the whole community can enjoy.
19/4/06	Meeting with Susan Fulton to discuss disability issues at Croft Street Kilmarnock	Jean Smith	Due to the volume of correspondence, planning applications and building warrants, intermittent meetings	

			are required	
25/4/06	Meeting with Panel members to discuss forthcoming Conference being organised by Panel at CPP Offices, Barrhill Road, Cumnock	Jean Smith, Janet Kelso and Mary Tolmie	Discussion regarding format, speakers and invite list for conference with Dawn Watson	
26/4/06	SDEF event to discuss the consultation on changes to the Building Standards at Beanscross Falkirk	Jean Smith, Mary Tolmie and Janet Kelso	Opportunity for Cumnock and Doon Valley Access Panel to share their views and have their comments incorporated into the consultation response to the Scottish Building Standards Agency	
28/4/06	Meeting with nhs representatives re proposed changes to Cumnock Health Centre, Tanyard, Cumnock	Jean Smith and Janet Kelso	Various issues were discussed in relation to a more inclusive design particularly in relation to an additional accessible toilet	Negotiations between the Council, Access Panel and nhs resulted in an additional accessible toilet within the facility
5/06	Awareness Session at Castle Primary School New Cumnock	Jean Smith	Jean provided an awareness session for the pupils on visual impairments	Jean is able to share her experiences of visual impairment with the school children and also emphasise the work of the Access Panel in working towards an Inclusive Environment for everyone
2/5/06	Access Panel Meeting Town Hall, Cumnock	All Members	John Bryson attended to discuss – ‘pavements are for people’. EAC are delighted to work in partnership with the Panel on the	A frame boards pose a great hazard to many disabled people in that they either bump into them if they have a visual impairment or they pose an

			important issue of removing A frame advertising boards from the pavements	additional hazard if they completely block the pavement and force individuals onto the road.
23/5/06	Meeting regarding forthcoming conference at Cumnock Town Hall Cumnock	Jean Smith		
30/5/06	Access Panel Conference at Lochside Hotel New Cumnock	All Panel Members		Attendees were able to learn about the work of the Access Panel but also learn more about many Council services
6/6/06	Access Panel Meeting Town Hall, Cumnock	All Members	Panel members met to discuss access issues relating to Cumnock and Doon Valley. They also meet to review planning and building warrant applications.	If comments from the Access Panel are taken on board, this will result in a more accessible facility which the whole community can enjoy.
13/6/06	Site visit to Patna Nursery School re building warrant application for ramp access	Jean Smith	Jean accompanied Susan Fulton on a site visit to see the proposals and provide feedback on accessibility issues	By taking on board the comments from the Access Panel, architects will provide a more accessible facility
8/06	Disability Equality Duty event at City Halls Glasgow	Jean Smith	Jean was invited to give a presentation on her experience in working as a community rep including her work with the Access Panel	
1/8/06	Sub Group Meeting of the Access Panel at CPP Offices,	Jean Smith, Mary Tolmie and Janet Kelso	Due to the volume of correspondence, planning applications and building	

	Barrhill Road, Cumnock		warrants, intermittent meetings are required	
21/8/06	Meeting at Croft Street Kilmarnock	Jean Smith	Meeting to discuss access issues in relation to the Access Panel	
21/8/06	Inaugural meeting of North Ayrshire Access panel at Town Hall, Saltcoats	Jean Smith	A representative of the Panel was invited along to pass on guidance on setting up a 'new' Panel	
5/9/06	Access Panel Meeting Town Hall, Cumnock	All Panel Members	Panel members met to discuss access issues relating to Cumnock and Doon Valley. They also meet to review planning and building warrant applications.	If comments from the Access Panel are taken on board, this will result in a more accessible facility which the whole community can enjoy.
10/06	Disability Equality Duty event at Strathclyde Police Training Centre Jackton	Jean Smith	Jean gave a presentation to Strathclyde Police officers on general diversity and equality issues together with an insight to the work of the Access Panel	
2/10/06	Roads Transport Strategy Meeting at Town Hall Cumnock	Jean Smith, Janet Kelso and Mary Tolmie	Panel members invited along to contribute to the Council's Transport Strategy	An Inclusive Transport Strategy will benefit all members of the community
3/10/06	Access Panel Meeting Community Centre, Drongan	All Panel Members	Due to the geographic area covered by the Panel, the meetings are rotated to include venues in the Doon Valley	Members of all the communities in the Doon Valley can contribute to the work of the Access Panel
9/10/06	Stakeholder Event at Town Hall, Cumnock	Jean Smith, Janet Kelso	Stakeholder Event run by East Ayrshire Council in line with the Disability Equality Duty	Panel members were able to provide comments on council services both in terms of their own experiences but

				also highlighting issues brought forward by attendees at their 2006 Conference
20/10/06	Meeting with Architects for new PPP School Project at Mauchline Primary School, Mauchline at Town Hall, Cumnock	Jean Smith, Janet Kelso and Mary Tolmie	Met with architects re proposals to discuss access issues over and above that which can be 'enforced' by building standards	Panel requested that one of the accessible toilets can accommodate a changing area and as the Panel have met early in the design stage, the architects were able to accommodate this request, thereby negating the need for costly future adaptations or alterations
7/11/06	Access Panel Meeting Town Hall, Cumnock	All Panel Members	Panel members met to discuss access issues relating to Cumnock and Doon Valley. They also meet to review planning and building warrant applications.	If comments from the Access Panel are taken on board, this will result in a more accessible facility which the whole community can enjoy.
23/11/06	Bi-Annual Forum on Disability London Road HQ, London Road Kilmarnock	Jean Smith and Bill Barr	Opportunity for Panel members to discuss general access issues with Council	
29/11/06	Meeting with Susan Fulton Barrhill Road, Cumnock	Jean Smith	Due to the volume of correspondence, planning applications and building warrants, intermittent meetings are required	
5/12/06	Access Panel Meeting Town Hall, Cumnock	All Panel Members	Panel members met to discuss access issues relating to Cumnock and Doon Valley.	

			They also meet to review planning and building warrant applications.	
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EAST AYRSHIRE NORTH ACCESS PANEL – DIARY OF MEETINGS / EVENTS

Date	Subject	Attending	Comments	Impact on Community
7/10/05	Meeting with Architect for new Maternity Unit at Crosshouse Hospital at Croft Street, Kilmarnock	Tom Cook	Panel were able to pass on comments which made a significant impact on the final design	Panel worked in partnership with Cumnock and Doon Valley Access Panel, Council Officials and Elected Members which resulted in the distance of the proposed accessible car parking spaces to the main entrance being moved from 87m to 45m
12/10/05	Meeting with Community Planning Partners regarding conference to be held by Panel at Croft Street, Kilmarnock	Tom Cook	Panel felt it important in terms of partnership working, we should invite the Community Planning Partners to conference thereby enabling them to distribute information	Conference attendees found out about the work of the nhs, Libraries and the Community Planning Partnership in general
12/10/05	Access Panel Meeting (evening) London Road, Kilmarnock	All members		
21/10/05	Meeting between Alan Harley and Susan Fulton re proposed Conference at Croft Street, Kilmarnock	Alan Harley		
25/10/05	Met with organiser from Park Hotel re Conference at Park Hotel, Kilmarnock	Alan Harley, Tom Cook, Nancy Mair, Jim Bryan	Important to finalise details prior to the conference in order that the event was fully inclusive for the community who were invited	

26/10/05	Access Panel Planning Meeting London Road Kilmarnock	All Panel Members	Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	
28/10/06	Access Panel Conference Park Hotel, Kilmarnock	All Panel Members	Make disabled community aware of the Panel & ask what actions we should be focussing on	
4/11/05	Meeting with Andy Hood, Project Director for Ayrshire and Arran re various alterations and extensions which are being carried out at Crosshouse Hospital at London Road, Kilmarnock	All Panel members	General discussion on the vast amount of construction work being carried out at Crosshouse Hospital. Panel were able to pass on general comments on accessibility issues.	Alterations to the new reception desk at Crosshouse Hospital did not include for an induction loop (unenforceable under the Building Standards). Nhs agreed to install one as Panel were able to affirm the benefits to deaf and hard of hearing visitors to the hospital
8/11/05	Meeting at South Ayrshire Council with Cumnock and Doon Valley Access Panel and South Ayrshire Access Panel	Alan Harley and Nancy Mair	Meeting with Marjorie Adams from North Ayrshire Council to promote Access Panels, the work they do and pass on information and details about the differences they are able to make	
9/11/05	Access Panel Meeting at London Road, Kilmarnock	All Panel Members	General meeting with Charlie Murphy from the Council's Care and Repair Section	

21/11/05	Scottish Disability Equality Forum Conference, Stirling	Tom Cook		
29/11/05	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	
30/11/05	Site visit with Andrew Scott-Martin to the Dower House and the Visitor Centre, Dean Castle Country Park	Majority of Panel Members	Invited to provide information on proposals to use temporary ramps to gain access to the Visitor Centre (courtyard) and the main door of the Dower House. Advice also passed on about the production of a video showcasing the castle and country park	Panel were able to demonstrate that whilst the temporary ramps were robust, the gradient was not ideal for anyone self propelling in a wheelchair.
2/12/05	Meeting regarding Public Private Partnership (PPP) Schools at London Road, Kilmarnock	Majority of Panel Members	Panel met to review the drawings for Shortlees Primary School and St Joseph's Academy in preparation for meetings with Architects	Panel were able to highlight the main issue over access in that 7 ramps were shown to access the main door from the car parking area in the Shortlees Proposal
7/12/05	Meeting regarding Action Plan at Portmann Hotel Kilmarnock	All Panel Members	Panel met to discuss the formulation of the Action Plan which emanated from the Panel's conference in October –	

			to prioritise future issues for the Panel	
11/1/06	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	
13/1/06	Meeting regarding Public Private Partnership (PPP) Schools at London Road, Kilmarnock	Majority of Panel Members	Panel met to review the drawings for Grange Academy in preparation for meetings with Architects	
18/1/06	Access Panel Meeting (evening) at London Road, Kilmarnock	All Panel Members		
19/1/06	Meeting with Architects for PPP Schools Projects at London Road, Kilmarnock	Majority of Panel Members	Panel were able to highlight specific areas where an inclusive design could be adopted over and above the minimum statutory requirements	
15/2/06	Meeting with Arabella Harvey at Museum, Dick Institute Kilmarnock	Tom Cook	Arabella requested meeting to discuss improvements for visually impaired visitors	Improvements will enhance the visit to the museum for many visually impaired people
15/2/06	Access Panel Meeting (evening) at London Road, Kilmarnock	All Panel Members		
22/2/06	Access Panel Planning Meeting		Members meet to review	

	London Road Kilmarnock		planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	
2/3/06	Bi-Annual Meeting London Road Kilmarnock	Tom Cook Willie Hunter and Linzie Haggerty		
8/3/06	Meeting with Karen Nutman at Crosshouse Hospital Crosshouse	Alison McCluskie, Jim Bryan, Alan Harley and Tom Cook	Ongoing dialogue with Ms Nutman regarding 'accessible' toilets at Crosshouse Hospital	Panel have suggested differing styles so that where appropriate users could be independent rather than relying on nursing staff to assist
15/3/06	Scottish Disability Equality Forum (SDEF) AGM, at Beanscross Falkirk	Tom Cook and Alan Harley	Representatives of the Panel attends the AGM of the national umbrella organisation of Access Panels in Scotland	Tom and Alan were invited to the conference to deliver a presentation on the successes of the Kilmarnock Panel to the rest of the Access Panels in Scotland
16/03/06	Access Panel Meeting (evening) at London Road, Kilmarnock	All Panel Members		
22/3/06	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the	

			minimum statutory standards which will provide an inclusive environment	
24/3/06	Site visit to Lidl Supermarket Low Glencairn Street, Kilmarnock	Nancy Mair and Aileen Lappin	Panel worked with representatives of Lidl at the design stage of the new supermarket and provided comments leading to a more accessible store	Through comments from Kilmarnock Panel regarding trolleys, Lidl launched smaller more accessible trolleys that were to be rolled out across all their Scottish stores – Aileen and Nancy attended a photo call on behalf of the Panel
12/4/06	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	
26/4/06	SDEF event to discuss the consultation on changes to the Building Standards at Beanscross Falkirk	Linzie Haggerty	Opportunity for Kilmarnock Panel to share their views and have their comments incorporated into the consultation response to the Scottish Building Standards Agency	
10/5/06	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on	

			to the architect in addition to the minimum statutory standards which will provide an inclusive environment	
17/5/06	Meeting to finalise East Ayrshire Council's response to the consultation on changes to the Technical Standards incorporating Panel comments at Croft Street, Kilmarnock	Tom Cook, Alan Harley, Nancy Mair, Jim Bryan		
22/5/06	Panel met with the Access Development Officer from SDEF to discuss requirements for CIVICUS presentation	Tom Cook, Alan Harley and Jim Bryan		
24/5/06	Access Panel Meeting London Road Kilmarnock	All Panel Members		
14/6/06	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	Met with Scott McCann from Technical Services to review in detail the proposals for the new CCTV centre at London Road
21/6/06	Panel members met to finalise preparations for the CIVICUS presentation			
23/6/06	CIVICUS event at Falkirk Wheel,	Tom Cook, Alan	3 Panel members gave a	CIVICUS is national event with

	Falkirk with SDEF	Harley and Jim Bryan	presentation on the work of the Panel and on partnership working with the council	attendees from around the world learning about volunteering including disability
28/6/06	Access Panel Meeting London Road Kilmarnock	All Panel Members		
12/7/06	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	
2/8/06	Inaugural Meeting of Planning Sub Group at Croft Street, Kilmarnock	Alan Harley, Jim Bryan, Tom Miller and Willie Hunter	Panel decided to form a sub group who could devote more time to review drawings and if necessary meet initially with architects to discuss access issues	Sub Group focused on the proposals for an extension to form a dental unit at the new North West Area Centre, Kilmarnock
9/8/06	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	Panel met with the architect for the above project and passed on comments about the design including accessible parking closer to the dental unit
15/8/06	Awards for All Event at	Alan Harley,		

	The park Hotel Kilmarnock	Aileen Lappin, Nancy Mair\ and Linzie Haggerty		
16/8/06	Sub Group meeting with Architect at Croft Street, Kilmarnock	Tom Miller and Willie Hunter	Meeting with the Architect re the proposals for the new Stewarton Local Office and Library	
17/8/06	Launch of Shopmobility Kilmarnock	Aileen Lappin, Jim Bryan and Alan Harley		
17/8/06	Architecture Policy for Scotland event at Strathclyde University, Glasgow	Tom Miller	Panel submitted their response to the Scottish Executive consultation on the future policy for architecture in Scotland	Comments from the Panel were favourably received and are now on the Scottish Executive Web site
21/8/06	Inaugural meeting of North Ayrshire Access panel at Town Hall, Saltcoats	Alan Harley	A representative of the Panel was invited along to pass on guidance on setting up a 'new' Panel	
23/8/06	Access Panel Meeting London Road Kilmarnock	All Panel Members	Scott McCann attended a full Panel meeting to provide feedback on the suggestions made by the Sub Group and whether the design had been updated in terms of inclusiveness; e.g. drop off point for dial-a-bus etc	
30/8/06	Meeting with Susan Fulton re the Action Plan and the way forward for the Panel including partnership	Alan Harley	Items within the Action Plan were issues raised by attendees at the Panel's Conference where	

	working with the Council and Community Planning Partners		various issues were identified e.g. taxi driver awareness training	
6/9/06	Sub Group meeting at Croft Street, Kilmarnock	Tom Miller and Willie Hunter	Review planning and building warrant application drawings	
13/9/06	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	Tom and Willie provide a report on projects they have reviewed and where necessary highlight these with other Panel members
20/9/06	Sub Group meeting at Croft Street, Kilmarnock	Tom Miller and Willie Hunter	Review planning and building warrant application drawings	
27/9/06	Access Panel Meeting London Road Kilmarnock	All Panel Members	Met with agent from Pennykidd and Keegan	EAC recommend that groups obtain their own indemnity insurance
4/10/06	Sub Group meeting at Croft Street, Kilmarnock	Tom Miller and Willie Hunter	Review planning and building warrant application drawings	
10/10/06	Stakeholder Event at Gateway Centre Kilmarnock	Tom Cook, Aileen Lappin and Willie Hunter	Stakeholder Event run by East Ayrshire Council in line with the Disability Equality Duty	Panel members were able to provide comments on council services both in terms of their own experiences but also highlighting issues brought forward by attendees at their 2005 Conference
25/10/06	Access Panel Meeting	All Panel		

	London Road Kilmarnock	Members		
31/10/06	Access Panel Planning Meeting London Road Kilmarnock		Members meet to review planning and building warrant applications & provide comments which are passed on to the architect in addition to the minimum statutory standards which will provide an inclusive environment	
3/11/06	Meeting re Shortlees Primary School London Road Kilmarnock	Majority of Panel members	Meeting with the Architects regarding proposals for the new Shortlees Primary School	If design team take on board comments from Panel, the facility will be much more accessible for everyone visiting the building
9/11/06	Meeting re Grange Academy, St Joseph's Academy at Dean Castle Kilmarnock	Majority of Panel members	Meeting with the Architects regarding proposals for the new Grange and St Joseph's Academy	If design team take on board comments from Panel, the facility will be much more accessible for everyone visiting the building
22/11/06	Access Panel Meeting London Road Kilmarnock	All Panel Members		
23/11/06	Bi-Annual Forum on Disability London Road HQ, London Road Kilmarnock	Alan Harley, Tom Cook, Linzi Haggerty and Willie Hunter	Opportunity for Panel members to discuss general access issues with Council	
6/12/06	Sub Group meeting at Croft Street, Kilmarnock	Willie Hunter	Review planning and building warrant application drawings	