

POLICY REVIEW & DEVELOPMENT REPORT

Type of Report: Operational	Portfolio(s): Community
Will be subject to a future Cabinet Report:	NO
Will be need to be recommended to Council:	NO
Author Name: Rebecca Parker	Consultations: West Norfolk Disability Forum
Tel: 01553 616632	
Email: rebecca.parker@west-norfolk.gov.uk	
OPEN	

Environment and Community Panel

Date: 6th January 2016
Subject: West Norfolk Disability Forum

Summary

The West Norfolk Disability Forum recently conducted a review of their Constitution. They have proposed that in future the West Norfolk Disability Forum report annually to the Environment and Community Panel and can make recommendations to the Panel as appropriate.

Recommendations

- (i) That the Environment and Community Panel endorse the amended Constitution of the West Norfolk Disability Forum.
- (ii) That the West Norfolk Disability Forum provide an annual report to the Environment and Community Panel.

1. Background

The West Norfolk Disability Forum is administered by the Borough Council. The Forum recently established a working group to review the Constitution. The amended Constitution was agreed by the Forum at their meeting on 7th October 2015.

2. Amendments to the Constitution

The amended Constitution (with track changes) is attached at Appendix 1.

3. Reporting Arrangements

3.1 The West Norfolk Disability Forum has proposed revising its reporting arrangements. The Forum has agreed to present an update to the Environment and Community Panel on an annual basis.

3.2 The Forum would like the ability to make recommendations to the Environment and Community Panel as appropriate.

3.3 The Environment and Community Panel could also make recommendations to the West Norfolk Disability Forum and task the Forum with investigating issues within the Forum's remit as required.

3.4 The West Norfolk Disability Forum's Constitution and Terms of Reference shall only be changed with the formal agreement of the West Norfolk Disability Forum and any changes will be presented to the Environment and Community Panel.

4. Recommendations

4.1 The Environment and Community Panel are requested to endorse the West Norfolk Disability Forum's Constitution.

4.2 That the West Norfolk Disability Forum provides an annual report to the Environment and Community Panel.