



## **ACCESS Pool**

**Hosted and supported by Essex and Kent County Councils**

### **Instructions for the press and public to join online meetings**

#### **ACCESS Joint Committee**

**Wednesday 13 January – 10:00**

This meeting will take place online using the Zoom platform. Any members of the press and public wishing to attend virtually may do so by using the joining instructions below.

#### **Joining by laptop, smartphone or tablet:**

For the best experience, before the meeting, please download the zoom software from [www.zoom.us](http://www.zoom.us) or from your app store. It is also possible to join via your internet browser.

Join using the following link:

<https://zoom.us/j/97583507628?pwd=azNZWXBiaEJvZkQ3ZkEzcmxCb3lxdz09>

Password: 688025

#### **Joining by phone**

Please dial one of the following numbers:

0203 481 5237      0203 481 5240      0208 080 6591

0208 080 6592      0330 088 5830

When prompted you will need to enter:

**Webinar ID:** 975 8350 7628

**Password:** 688025

Please note - when you join the meeting using Zoom you will be shown as an 'attendee'. You will be able to see and hear members of the committee in order to follow the business being discussed; your own microphone will be automatically muted. The names of all attendees will be visible to the host of the meeting, who is usually the meeting's Chair or a Council officer.

There are exempt (private) items due to be considered at the 13 January 2021 meeting. When these items are considered, the press and public will be excluded from the meeting – this means that you will be disconnected from the virtual session. The host will disconnect you when appropriate and a notification will appear on your screen explaining you that you have been disconnected from the meeting. If at any point throughout the meeting you wish to leave you can select 'Leave Meeting' and this will exit you from the meeting.