

Design and Access Strategy (Inception to Completion)

Inclusive design places people at the heart of the design process and acknowledges human diversity and difference. It offers choice where a single design solution cannot accommodate everyone's needs and provides for flexibility in use. Above all inclusive design is about the provision of buildings and environments that are safe, convenient, equitable and enjoyable to use by everyone, regardless of their age, ability or gender.

This Access Strategy should be submitted as part of the Planning and Building Regulation Application. The completed document is to be included in the building users/occupiers manual.

Essential information in this document should be repeated on the plans to ensure that contractors adopt the inclusive design principles you have detailed in this statement.

Site	Hampshire and Isle of Wight Fire and Rescue Service Headquarters	TMS Code	E05189
Project Name	Renewal of roof covering to pitched roofs of main office building		
Project Officer	Mark Willcocks		
Consultation (Planning/Stage D)	Kim Walsgrove	Date	19.04.23
Consultation (Building Control/Stage F)	Kim Walsgrove	Date	19.04.23
Consultation (Final Design/Stage J/K):	Kim Walsgrove	Date	19.04.23
Revision dates:			

1) Project summary

Summarise the project regarding the access for disabled people and inclusive design principles.

The project comprises the renewal of the pitched roof covering to the two wings of the main office building, which is located adjacent to Leigh Road. There is no amendment proposed to the internal layout of the building, nor any external hard landscaping alterations proposed.

2) Sources of advice and consultation

Planning Officers, Conservation Officers, Access Officers, historic buildings advisors, highways department.

Evidence of consultation with existing/planned building users.

The extent of input from local Access Groups or local organisations reflecting the views of disabled people.

Please confirm that an equality impact assessment has been carried out in relation to this project and any equality issues identified have been included in the project design.

Proposals compiled in conjunction with HIWFRS Property and Facilities department.

3) Design standards and guidance -

	Approved Document M
	BS8300 (2009)
	BB102 designing for disabled children and children with special educational needs (DFES website)

	BT Countryside for all
	English Heritage easy access to historic buildings/landscapes http://www.english-heritage.org.uk/publications/easy-access-to-historic-buildings/
	Other, please detail below:
4) Pedestrians & cyclists travelling to the site	
Describe the accessibility/safety of the journey to the site for pedestrians and cyclists in the local area. What reasonable measures are included within the design to improve this (include people using mobility scooters/ wheelchairs, parents with pushchairs, cycle storage) Critical issues: path widths, surface materials, gradients, dropped kerbs, tactile paving, lighting, safe crossing routes, seating) May need to reference back to Green Travel Plan	
No amendments to the current arrangement within these proposals.	
5) Public Transport	
Describe the distances and accessibility of routes from bus stops and other major public transport modes to site (consider regularity of public transport services, low-floor buses etc pedestrian routes as (4)) May need to reference back to Green Travel Plan	
Not applicable to this application.	
6) Vehicle approach & parking	
What approach has been taken to parking on site; for staff, visitors etc? Type of gate? If electrical is there audio/visual warning? Describe controls? How many designated parking bays provided for disabled persons. Size of bays? What are the travel distances from these to relevant entrances? How is vehicular traffic versus pedestrian movement managed? Have dropped kerbs been provided? Are there drop-off zones for cars/taxis/mini-buses?	
No amendments to the current arrangement within these proposals.	
7) Pedestrian approach to the site	
Have catchment areas, different approach routes, gradients, barriers, dropped kerbs, signage etc been considered?	
No amendments to the current arrangement within these proposals.	
8) Pedestrian routes within the site	
What measures are included within the design to provide safe, independent and dignified access for people with mobility, sensory impairment? Describe widths of paths, passing places, gradients, dropped kerbs and materials used, lighting, seating, signage. Where hazards such as the swing of doors project onto access routes are unavoidable then barrier protection should be provided.	
No amendments to the current arrangement within these proposals.	
9) External steps and ramps	
Steps: Detail the use of tactile paving (corduroy), step nosing, handrails and rise and going. Ramps: Detail the use of colour contrast between ramp surface and level landings, gradients, handrails. Note: when providing ramped access, complimentary steps are beneficial.	
No amendments to the current arrangements within these proposals.	
10) Landscaping features	
External steps to play areas: detail the use of step nosings, handrails, tactile paving, seating, Type of surface, planting, fencing & play areas.	
No amendments to the current arrangement within these proposals.	

11) Main entrances to buildings
Are entrances step-free (level access), if stepped what are the alternative entrances/routes in? Type of door (minimum clear opening width 1000mm). Door weight (Max 20 Newtons) if this cannot be achieved it should be powered? Thresholds; if unavoidable max height is 15mm. Is a canopy provided over the entrance? Automatic door control options? Barrier matting? Manifestation? Visual contrast?
No building entrances to be altered within this application. The existing main entrance to reception, which would be used by visitors has a pair of doors with powered openers.
12) Security & entry phone systems
Ensure these are accessible to deaf and hard of hearing people and people who cannot speak. Height of control should be easily reached by all. Should be clearly visible to all. Position should be 1400mm clear of leading edge of door.
No amendments to the current arrangement within these proposals.
13) External doors
Provide details of door weights, clear opening through single leaf, automatic door control options, manifestation of glass, door handles, barrier protection. Thresholds as (11). Detail of vision panels.
No building doors to be altered within these works. Main entrance door for visitors is currently a double door with powered opener.
14) Lobbies & lobby doors
Detail dimensions of lobby and door details, also barrier matting, lighting/glare.
No changes to the current arrangement is required within these proposals.
15) Ironmongery
Height and style of door furniture, lever handles, colour contrast, pull handles (15 point LRV difference)
No changes proposed to any ironmongery to doors.
16) Reception Area
Heights and layouts of counters. Staff & visitor access. Knee space. Induction loops, seating arrangements.
No changes proposed to the current reception area within this project.
17) Additional spaces i.e. office, kitchen, meeting rooms, prayer rooms etc.
Consider furniture types, chairs, work tops heights, induction loops, colour contrast, rise and fall equipment. Consider hand and feet washing facilities for prayer rooms.
No alteration planned to internal layout or usage of rooms within the building on site
18) Horizontal circulation
Circulation routes around building; corridor widths (pinch points); fire doors; 300mm to leading edge of manual doors, corridor doors – widths and weight.
No alteration proposed to horizontal circulation around the building.
19) Internal ramps & steps
How are changes in level on circulation routes and into unique facilities dealt with? Internal ramp surface should contrast visually with level landings. Step nosings should be highlighted. Provision of handrail (if more than 2 steps)?
No alteration proposed to any circulation routes within the building.
20) Vertical circulation (inc lifts)
Lifts & stairs: handrails, contrasting nosings, rise & going. Any unique facilities not wheelchair accessible? Is there a lift, is it accessible? What size is the lift? Where are call buttons located? Have you considered

alternative means of escape for wheelchair users? (see section 24 - Egress)
No alteration proposed to vertical circulation within these proposals.
21) Standard wc's
Provision for ambulant disabled people, larger cubicle, urinal heights, lever taps, colour contrast, door furniture. If the building is extended/altered with WC provision please provide an explanation if it is not to include ambulant cubicles.
No alteration to existing facilities proposed within this application.
22) Accessible wc's
Overall provision & location. Please detail dimension of space, layouts, colour contrast, emergency alarms and door furniture. Specialist areas, eg Hygiene Rooms, therapy rooms. If the building is extended/altered with WC provision please provide an explanation if it is not to include a fully accessible toilet. Please note: wheelchair accessible toilets should not be used for baby changing and should be provided in a separate room for all to use. Consider the need for RADAR locks as this will restrict the use of the facility for those who do not have a RADAR key.
No alteration to existing facilities within building is within this application
23) Changing place facility
BS:8300 2009 introduced a recommendation for changing place facilities. A changing place facility is a combined toilet, shower and changing room for use of people with complex and multiple disabilities that require the help of 2 assistants. The space needs to be fitted with a fixed track hoist system. Any larger building where the public have access such as major transport terminals, motorway services, sport and leisure facilities, hotels, museums, concert halls, art galleries, stadiums, shopping centres, key buildings within town centres, education establishments and hospitals are all suitable sites. These facilities are not to replace accessible toilets but to be provided in addition. For more info http://www.changing-places.org/
None present within the building.
24) Egress
Means of escape from upper floors; refuge areas, evac lifts; evacuation chairs, audio visual alarm systems, communication systems. Management procedures/staff training. Exits from ground floor. Emergency exits – explain & detail emergency door release furniture i.e. push bar, thumb turn etc do these visually contrast with door background? (Min 15 points LRV contrast)
No changes required to existing egress options from upper floor of buildings.
25) Acoustics
Induction loops, soundfield systems, PA's, infra-red, passive acoustic treatment. Reverberation in teaching spaces. Sound absorption in corridors, entrance halls and stairwells. (Please refer to BB93 – Acoustic Design of Schools).
Not applicable to this application.
26) Signage
Follow Sign Design Guide as best practice document. Distinguish between information signs and directional signs. Entrance signage: there needs to be 70 point difference between lettering and board background and 70 point difference between board against wall or surrounding area (BS 8300 2009)
No changes anticipated as a result of this application.
27) Colour contrast
Door furniture – LRV difference 15 points Wall to floor LRV difference 30 points Skirting to wall same LRV Door and architrave different LRV to wall

Signage – Letters to sign & sign to back ground LRV difference 70 points Light switches Please ensure this information is detailed on plans.
No colour contrast impact from this application.
28) Local management issues
Building elements needing regular maintenance: e.g. transfer space in wc's, overhead door closers. Are there specific procedures for means of escape: from upper floors, use of portable induction loops, alternative entrances, marking of accessible bays, high level reception desks.

It is important that this document is completed in conjunction with the Access Team.

A final copy should be sent to the Access Team on submission to Building Control.

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