



# ISLINGTON

Environment and Regeneration

## Major Projects Access Statement Template

This template can be used as an Access Statement as part of your planning application to explain the design and management of your project and how it facilitates access. Its completion is required as part of the application but does not grant immunity from legal challenge under the Disability Discrimination Act or affect your responsibilities under Part M or Part B of the Building Regulations. London Borough of Islington offers this template for guidance purposes only and is to be used in conjunction with the mandatory Design and Access Statement required for most planning applications.

### Site address

### Date

### Planning Application No. (if relevant)

### Contact details

Applicant

Agent

Name

Name

Address

Address

Postcode

Postcode

Telephone

Telephone

E-mail

E-mail

An Access Statement is in effect a record of the process of Inclusive Design and as such is a living and evolving document:

- Setting out the guiding principles and objectives;
- Defining a strategic approach;
- Identifying planning issues
- Describing detailed design considerations and design guidance followed;
- Justifying any deviation from accepted good practice – addressing the constraints of an existing building;
- Recording the nature and outcome of any consultation with professional agencies and/or user groups;
- Explaining the relationship between design and management; and
- Highlighting issues for the ongoing management and maintenance of the premises

It should, fundamentally, make clear:

- How the requirements of Part M of the Building Regulations are met; and
- How the service provider will be able to respond to the challenge set by the DDA.

As a guide and to assist the Development Control Officers assessing your application please complete the following with details relevant to your project.

### **Philosophy and approach**

This might include a description of how the principles and practice of Inclusive Design have been realised.

### **Description of development**

To include description of proposed works: size, use, occupiers, modes of transport etc.

And, identifying relevant local planning issues.

### **Design guidance followed and its application**

Please state how and where this guidance has been used. This may include some, or all, of the following depending on the building type and usage and is not exhaustive.

Approved Document Part M (2004)  
BS 8300 (2001) – updated 2005  
BS5588: Part 8  
Sign Design Guide, JMU Access Partnership (RNIB)  
RNIB/Dulux Colour + Tonal Contrast guidance  
English Heritage - 'Easy Access to Historic Buildings'

Islington Council's SPG on Lifetime Homes and Wheelchair Housing Standards  
Joseph Rowntree 'Meeting Part M and Designing Lifetime Homes'  
Habinteg Housing Association 'Design Guide'  
Scheme Development Standards – The Housing Corporation  
Arts Council England – 'Disability access: a good practice guide for the arts'  
Sport England – 'Access for Disabled People'

Other (please specify)

### **Key access issues of the design**

This should follow a sequential journey through the development, including direct reference to:

- Approach – transport links, external pedestrian routes, landscaping
- Parking and drop-off points
- Entrances
- Reception
- Horizontal circulation (corridors and level access through and around the building)
- Vertical circulation (stairs and lifts)
- Access to WCs and showers
- Access to individual areas and facilities – apartment layout, conference rooms etc
- % of wheelchair accessible dwelling accommodation provision (10%)
- Access to other services (please specify)
- Emergency egress provision
- Signage policy
- Auxiliary aids and equipment provision, e.g. induction loops

In every case the relationship between the design and management of the space, service of facility should be described.

### **Sources of advice and consultation**

Consultation with planners, conservation officers, access officers, access consultants etc.

Consultation with existing/planned building users (where appropriate).

Involvement of local access groups or local organisations reflecting the views of disabled people.

What issues did this consultation raise and what influence did the engagements have upon the design proposed? How has this been integrated into the design process?

**Deviation from accepted design guidance.**

Where it proves technically unfeasible to conform to contemporary design criteria an explanation of why and what compensatory measures have been taken will be necessary.

Explain where deviations from Part M will achieve an equivalent level of access.

**What steps have been/will be taken to ensure this information is made available to building occupiers?**

Explain the steps taken by the designers to ensure the design objectives will survive and be fully integrated into the long term management and maintenance of the building.