NOTES

Consider the needs of all potential users Identify the guidance, codes and standards used.

The Access Strategy provides an opportunity for Project Sponsors to demonstrate their commitment to accessibility and will provide an audit trail of the decision making processes during the design and development of the project.

The level of detail provided in the document for formal submission should be appropriate to the size and complexity of the project. As a minimum the document shall contain:

1) A plan of the plot locating it within the development zone.

2) A detailed plot plan

3) A building footprint, including basement, ground floor and typical floor plans.

4) Sections

The drawings shall illustrate the location of transport interchanges; routes to, from and around the building; the location of accessible parking and horizontal and vertical circulation routes.

The development of the document should commence at the project brief stage to ensure that accessibility issues are considered at the start of the project. This will require the Project Sponsor to provide the Project Team with information about the proposed building use, its potential users and its long-term management.

At the planning stage the Project Team should analyse the issues raised in the project brief with respect to, but not limited to:

a) Location and orientation with respect to minimising travel distances.

b) Potential conflicts between pedestrians, cars, cyclists and other modes of transport.

c) Transport interchange locations and their accessibility.

d) The level of accessible parking provision.

e) An initial assessment of the technical guidance to be used to develop the detailed design.

f) An initial assessment of how means of escape will be addressed.

g) Details of any consultations with user / potential user groups.

h) Communication methodologies with respect to dissemination of information about the site,w its facilities and management practices.

At the detailed design stage it should be established how the Project will meet the Performance Objectives of the Code – through 'deemed to satisfy solutions' or by Alternative Solutions. Suppliers of services and equipment should also provide information detailing how their services and products meet the Performance Objectives of the development.

At the occupancy stage the updated document shall detail the approvals obtained and the policies in place to ensure the appropriate maintenance of the internal and external environments and facilities. The maintenance schedules should prioritise essential facilities such as lifts, induction loops, lighting levels, etc

CONSULTATION

The extent of consultation is dependent on the size, use and complexity of the project. For large complex projects which will have a significant impact on the community extensive consultation should be undertaken with a wide range of user groups. Consultation is not a substitute for obtaining technical advice and guidance. Consultation should assist the Project Sponsor in identifying the key issues related to ensuring the development is accessible.

USE OF GUIDANCE

The Project Sponsor is responsible for ensuring that the Project complies with the relevant sections of the Code. Although there is extensive international guidance with respect to accessibility it is possible that gaps may be identified particularly where innovative or alternative solutions are being considered. The document provides the opportunity to explain the rationale behind the design philosophy and the guidance being followed. It should also be recognized that guidance is subject to change and there is an implicit requirement to ensure that current best practice is being followed.

MANAGEMENT

Proactive management of buildings and facilities should be integral to the maintenance of accessibility. This should include regular structured reviews and inspections for compliance with legislation including Health and Safety, Fire and Accessibility. Managers should also be required to review regular reports on operational issues and put in place action plans for remedial works if barriers to accessibility are identified. Reports should include feedback from regular users and visitors. Staff should receive appropriate training in disability awareness and the use of specialist equipment and there should be evidence of ongoing reviews of new technologies and training to ensure that staff adopt current best practice.