## Appendix 5

Access Au	dit		Kir	kby	Com	munity Fire Stati	on
Address	Kirkby Community Fire Station	te of Ins	pection	29 Ap	oril 2013		
	Webster Drive						
	Kirkby. L32 8SJ	S	urveyor	D Trov	wler BSc(	Hons), MRICS, RMaPS, NRAC	Consultant
Background Information	The building was opened in 1 arranged in an L shape. The includes dormitory, toilets and Offices and female firefighters The community rooms are loo A gym is provided to the rear	main acco d office to t accommo cated in a s	mmodation front odation is elf-conta	on bloc with res located ined blo	k is locat t room and d on the f	ed to the left-hand side and nd kitchen at the rear. first floor.	
Use of Building	Members of the public may ca The building has extensive co residents etc., all of whom use	ommunity u	se incluc	ling vario	ous com		
		Am bulant Disa blad	<sup>N</sup> earing Impaired Visua IIV 1.	Wheelchair User	Dexterity Learnin	opplus وماليات Key Indicators	
Accessibility Summary	Access into Building					Public Enquiries	
	Internal Circulation					Safe Haven	
	Toilets					Accessible Meeting Room	
	Employee Facilities					Female Firefighter Facilities	
	Communal Facilities					Corporate Signage	
David Trowler A	ssociates						
(1712 - July 2013)						P	age 1

Access Audit			Kirkby Community Fire Statio	n									
Audit Strategy			uilding and the needs of the various users we consider that the following g an access strategy.										
	Visitors (V) Visitors should be Suitable toilet facili Employees (E) Employees require	Access is required upto the main entrance and community facilities. Visitors (V) Visitors should be able to park, access the main entrance and be able to access office and meeting facilitie Suitable toilet facilities should also be made available.											
Guidance Notes	Room References	Rooms are refe	renced with regard to the floor plans provided.										
	Assessment	An assessmen	t as to whether the premises complies with the requirements for each p	articular question									
		No = Unsatisfa	story										
		Yes = Satisfacto	bry										
	Impairment Affect	A = Ambulant											
		H = Hearing											
		V = Visual											
		W = Wheelchai											
		D = Dexterity											
		L = Learning Di	fficulties										
	Priority	Priority 1	Work to be required to ensure the services are accessible to the public. Improvements that will assist in complying with duties under the Disability Discrimination Act.										
		Priority 2	Improvements to overcome problems with the existing site / building which would be beneficial to users with an impairment. Improvements beneficial to users but not required by Disability										
		Priority 3	Recommendations considered Best Practice or to suit a potential future employee. Best Practice is considered to be work that is not required to fulfil a statutory duty but which would bring the item concerned up to modern standards with regard to access/facilities.										
		Priority 4	Recommendations affecting accommodation only used by operational personnel.										
David Trowler Asso	ciates												
(1712 - July 2013)			Page	2									

Access Audit		Kirkby Community Fire S	Station
Access Summary	A d	etailed assessment of the existing arrangements is provided in the audit report but can be s	ummarised as follows
	<b>'</b> 1.	The paving leading to the main entrance is uneven. Steps are provided leading upto the entrance but the riser heights are unequal and no handrails are provided. There is no ramp.	
	<sup>r</sup> 2.		
	3.		
	<b>4</b> .	There is no ramp to the entrance from the rear yard. This entrance would need to be used to access the toilets from the community rooms.	
	5.	External doors are of suitable width but have raised thresholds and unsuitable handles.	
	<b>6</b> .	The internal staircase is steep with narrow treads. The handrails are provided on one side only and difficult to grip.	
	7.	Internal doors require upgrading to provide extended vision panels and replace ironmongery	
	8.	An accessible toilet is provided however it is incorrectly configured. There is a shower however the room is too small to accommodate this. The fittings are incorrectly positioned	
David Trowler Ass	sociate	es	
(1712 - July 2013)			Page 3

Access Audit					Kirkby Community	Fire Station	
Principle Recommend	1.	Relay paving leading to mai	n er	trance. Constru	t new access ramp and provide handrails	to existing steps	3.
	2.	Relocate community room	door	to front of buildi	g and / or provide pedestrian footpath to s	side of drive.	
	3.	Re-position disabled parking	g ba	y to outside con	munity rooms.		
	4.	Construct ramp to rear entra	ance	and provide sig	age to indicate location of toilets.		
	5.	Provide low profile threshold	ls to	external doors	nd replace handles.		
	6.	It is impractical to modify in	itern	al stairs and the	are only used by operational staff. Hand	rails could be rep	laced.
	7.	Upgrade internal doors inclu	udiną	g providing exter	led vision panels and replacing ironmonge	ery.	
	8.	Remove shower from acces	sible	e toilet. Re-posit	on fittings and support rails and change d	oor to open outw	ards.
Cost Summary		Disability Discrimination	£	11,515.00			
		Improvement	£	10,750.00			
		Best Practice	£	1,520.00			
		Operational Areas Onl	f	2,555.00			
		·		2,000.00			
		Female Firefighters Fa	£	-			
		Total	£	26,340.00			
David Trowler Assoc	viat/	29					
(1712 - July 2013)	nau					Page 4	

Female Firefighter Faci	lities		Kirkby Comm	unity Fire Station
	Location	Description	Recommendation	Cost
Lockers	First Floor	Corridor outside study bedroom		£ -
Changing Facilities	First Floor	Separate study room		£-
Toilets	First Floor	Ensuite to Study Room with shower, wc and basin.		£-
Showers	First Floor	Within ensuite to Study Room		£-
Sleeping Accommodation	First Floor	Separate study room		£-
Washing & Toilet Facilities to Sleeping Accommodation	First Floor	Ensuite to Study Room with shower, wc and basin.		£ -
				£ -
David Trowler Associates (1712 - July 2013)				Page 5

500	tion 1 : External Circulation//	Access								Kirkby Commun	ity Fi	re Statio
			Pers n	0		oairn ffec						
Ref	Question	ssessme	ΡV	E	ΑH	٧V	۸I		Comments	Recommendation	Priority	Cost
.01	Is the building distinguishable from adjacent buildings?	Yes										
.02	Is the building within convenient walking distance of public highway/	Yes										
.03	Is there a suitable drop-off point for private cars close to the site entrance?	Yes										
.04	Is the access route, within the boundary of the site even, level, free	Yes										
.05	Is the access route, within the boundary of the site wide enough?	Yes							2400mm leading to front door			
1.06	Is the access route, within the boundary of the site surfaced with smooth, firm and slip-resistant	No	•		•				Paving slabs on approach to main entrance are slightly uneven w ith moss grow ing to	Relay uneven slabs and re- point joints to eliminate trip hazards.	2	£ 1,200.0
1.07	Is the access route, w ithin the boundary of the site provided w ith aural, tactile and visual clues/w arnings?	No			•				No defined route leading to Community Room entrance with pedestrians needing to use the access drive to reach the entrance w hich is located on the rear of the building.	Entrance should ideally be relocated to the front of the building with a corridor being formed to provide access to rooms. The other option would be to narrow the access drive by either marking out a pedestrian w alkw ay or ideally constructing a footpath. The path should extend dow n to the public footpath.	1	£ 2,600.0
1.08	Is the access route, within the boundary of the site clearly signed or provided with landmarks to aid	No	••	(	••			•	No signage provided to indicate location of community room entrance w hich is at rear of	Provide directional signage adjacent to front entrance and along access route to side of	2	£ 300.0
.09	Is the access route, within the boundary of the site adequately lit? Is the access route, within the	Yes			_							
	boundary of the site free of hazards such as bollards, litter bins, manhole is the access route, within the boundary of the site free of hazardous building features such as outward	Yes No	••	•		•			Door to Community Room opens outw ards over the pedestrian w alkw ay parallel w ith the rear	If possible widen the path to allow clear access past the open door. Install guard rails on	2	£ 250.0
1.13	Are designated disabled parking bays provided?	Yes							Single bay is provided to right of entrance gates in rear yard.			
.14	Is the disabled parking bay signposted from car park entrance?	No	••						No signage how ever proximity to gate means it is easy to find.			
.15	Is the disabled parking bay clearly marked out?	No	••	•					Markings are beginning to deteriorate / fade. No post mounted sign.	Include for w all mounted sign to new space. (See 1.21)		
1.16	Is the disabled parking bay suitably sized?	No	••	•		C			4700mm x 2300mm compared with recommended size of 4800mm x 2400mm. No post mounted sign.	See 1.21		
.17	Is the disabled parking bay suitably close to facilities served by car park?	Yes									000000 <b>F</b> 00000000	820000300000000000000000000000000000000
.18	Is the disabled parking bay surfaced and in a good state of repair?	Yes										
.19	Is the disabled parking bay adequately lit?	Yes					_					20000000000000000000000000000000000000
.20	Are sufficient number of disabled parking bays provided ?	Yes							Located on opposite side of			
.21	Is there a suitable access route from parking bay to building entrance?	No	••							Re-locate space to in front of community room and provide 4800mm x 2400mm parking bay complete w ith 1200mm w ide access zones.	2	£ 550.0
.22	Is there suitable space for vehicles fitted with tail-lifts?	Yes							Rear yard			
.24	Is external signage consistent and in accordance with current corporate	No				T			No signage to current standards. Old style community			
							1					£ 4,900.0

Sec	tion 2 : Building Entrance					Ļ				Kirkby Commun	ity Fi	re Station
			Pers n	0		pain ffec	men ted					
Ref	Question	ssessme	ΡV	ΕÆ	٩H	V	۸I		Comments	Recommendation	Priority	Cost
2.01	Is the entrance to the building level?	No	••					1000000000	Main Entrance - 3 no. steps			
2.01	Is the entrance to the building level?	No				•	•	T	Side Entrance - 1 no. step.			
2.01	Is the entrance to the building level?	Yes					Τ		Gym			The second s
2.01	Is the entrance to the building level?	Yes			Γ				Community Room			
2.02	Are there less than two steps on the approach to the building entrance?	No	••			•		Ι	Main Entrance - 3 no. steps			
2.03	Are the steps provided with suitable handrails on both sides?	No	••			•			Main Entrance - No handrails provided.	Round profile handrails should be provided on either side and extend 300mm beyond top and bottom step. Handrails should be used to reduce width of steps to 1800mm to avoid need for a central handrail.	1	£ 350.00
2.04	Are the steps provided with visual and tactile w arnings at top and bottom?	No	••	•		•			Main Entrance - No tactile w arning provided.	As part of re-design to accommodate ramp ribbed tactile paving can be incorporated to landing and base of steps.		
2.05	Are the steps provided with treads of adequate length and of same length?	Yes		ſ		Ц						
2.06	Are the steps provided with non-slip finish to treads?	Yes			L							
2.07	Are the steps provided with uniform risers of suitable height and unlikely to trip users?	No	••	•					Main Entrance - Risers are 170mm / 170mm and 200mm. Bottom step is too high and unequal heights will cause problems.	Adjust level of paving on approach to reduce the riser height of the first step to 170mm. (See 1.06)		
2.08	Are the steps provided with readily identifiable nosings?	No	••	•		•			Main Entrance - No nosings.	Consider fitting slip resistant tread complete with coloured	2	£ 220.00
2.09	Are the steps provided with adequate lighting?	Yes		Ι	T		T	Ì				
2.10	Are the steps provided with landings of suitable size, including intermediate	Yes			T	Ì	T	Γ				
2.11	Is there a permanent entrance ramp?	No	••	•		(	•		Main Entrance - No ramp provided.	Sufficient space exists alongside steps to construct a ramp, complete w ith intermediate landing. Ramp should have handrails to both sides and kerbs to open sides. Length of ramp may be reduced through use of existing shallow gradients on approach to entrance.	1	£ 5,250.00
2.11	Is there a permanent entrance ramp?	No	••	•		(			Side Entrance - No ramp provided.	This would be the primary entrance from the rear yard and would be used by community room users to access the toilets and therefore requires ramped access. Ramp should have handrails to both sides and kerbs to open sides.	1	£ 1,100.00
2.12	If no ramp is provided, w ould a portable ramp be a suitable option?	No	••	•		(			Main Entrance			
2.20	Is the emergency telephone accessible to all users ?	No	•			(	•		1140mm high but located to side of entrance door and only accessible by steps w hich are unsuitable.	Relocate to w all at base of steps. Mounting height to be 1000mm.	1	£ 275.00
2.21	Where access is only by steps is there a bell or intercom at the bottom of the steps at a suitable height and with correct signage?	No	••	•		(	•		Main Entrance - Bell is at top of steps. No bell to side entrance.	See 2.11		
2.22	Is the entrance door easy to find and clearly distinguishable from the	Yes							Main Entrance			
2.22	Is the entrance door easy to find and clearly distinguishable from the	No	•					•	Community Room - No signage to identify.	Provide sign adjacent to door.	2	£ 150.00
2.23	ls a canopy provided over the entrance or are the entrance doors	No	••						Main Entrance	Not considered necessary		
2.24	Is the door approach level for a minimum of 1200mm clear of any door	No	••			(			Main Entrance - 175mm step at door threshold.	See 2.11		
2.24	ls the door approach level for a minimum of 1200mm clear of any door	No	•			(	•		Side Entrance - 450mm going and 150mm step at door	See 2.11		
2.24	Is the door approach level for a minimum of 1200mm clear of any door	Yes							Community Room			
2.25	Is the entrance door opening wide enough for all users?	Yes							Main and Side Entrances			

	Is the entrance door opening wide		$\mathbf{T}$		T		Т	-	T			T		
2.25	enough for all users?	Yes								Gym				
2.25	Is the entrance door opening wide enough for all users?	Yes								Community Room				
2.26	Does the entrance door have a level or flush threshold?	Yes	Π				T	Ť		Main Entrance				
2.26	Does the entrance door have a level or flush threshold?	No	•					D		Side Entrance - 30mm high threshold.	Replace with low profile threshold	2	£	75.00
2.26	Does the entrance door have a level or flush threshold?	No								Gym - 40mm high threshold.	Replace with low profile threshold	4	£	75.00
2.26	Does the entrance door have a level or flush threshold?	No								Community Room - 25mm high threshold.	Replace with low profile threshold	2	£	75.00
2.27	Is the entrance door glazing in safety glass?	Yes			Π		Ť	Τ	T					
2.28	Are glass doors fitted with distinguishable w arning strips?	Yes	П		T	T	T	Ť	T					
2.29	Is the entrance door easy to open with suitable handles at correct height?	No	•							Main Entrance - Door handle profile is difficult to grip. Excessive force required to open door. Thumb turns provided at 1160mm and 1520mm.	Replace handles with round profile nylon coated handles. A djust door closer. Consider removal of top thumb turn.	2	£	300.00
2.29	Is the entrance door easy to open with suitable handles at correct height?	No	•	••						Side Entrance - Door handle profile is difficult to grip. Thumb turns provided at 1180mm and 1480mm.	Replace handles with round profile nylon coated handles. Adjust door closer. Consider removal of top thumb turn.	2	£	300.00
2.29	Is the entrance door easy to open with suitable handles at correct height?	No								Kitchen Entrance - Door handle profile is difficult to grip. Thumb turns provided at 1180mm and 1480mm.	Replace handles with round profile nylon coated handles. Consider removal of top thumb turn.	4	£	240.00
2.29	Is the entrance door easy to open with suitable handles at correct height?	No	Π				Ť	(	•	Gym - Door handle profile is difficult to grip.	Replace handles with round profile nylon coated handles.	4	£	240.00
2.29	Is the entrance door easy to open with suitable handles at correct height?	No	Þ				T			Community Room - Door handle profile is difficult to grip.	Replace handles with round profile nylon coated handles.	2	£	240.00
2.30	Does the colour of handles contrast with door?	Yes			Π	T	T	T		Main Entrance		and and a second and		
2.31	Is the entrance door fitted with delayed or slow action door closers?	Yes	Π		Π	T	T	T	T	Main Entrance			*******	
2.32	Is the entrance door fitted with protective strip at the bottom of the	Yes	Π		Π	T	T	T	T	Main Entrance				
2.33	Can people each side of door, either standing or seated, see each other	Yes	Π		Π	T	T	T		Main Entrance & Community Room				I
2.33	Can people each side of door, either standing or seated, see each other	No								Side Entrance - Vision panel is only provided to upper half of	Replace low er infill panel w ith glazing.	2	£	100.00
2.34	If an access control system is used for access, is the system suitable for use by and within reach of people with sensory or mobility impairments?	No	•	•	(	•				Main Entrance - Door bell to right of door is 1500mm high.	Bell should be low ered to 1200mm and replaced with one that includes a visual indicator.	1	£	100.00
2.37	Does the lobby provide a clear view in from the outside?	No	•		) (					Mirrored reflective film on the front entrance door restricts vision from people w aiting outside to see approaching persons inside the station.	Consider replacement with clear glass if film cannot be removed.	3	£	200.00
2.38	Is the inner entrance door opening wide enough for all users?	Yes					T							
2.39	Is the inner entrance door easy to open w ith suitable handles at correct	No					Ť			Door is of suitable width how ever handles may be	Replace with round profile ironmongery.	2	£	120.00
2.40	Does the colour of handles to the inner door contrast with door?	Yes	Π		Γ	T	T	Τ						
2.41	Is the inner entrance door fitted with delayed or slow action door closers?	Yes	Π		Π	T		T						
2.42	Is the inner entrance door fitted with protective strip at the bottom of the	No						D		No kick plate.	Provide kick plate to push side of door.	3	£	30.00
2.43	Can people each side of inner door, either standing or seated, see each	Yes												
2.44	Is the lobby of adequate size to allow wheelchair users to move clear of one	Yes	Π		Π		T	T						
2.45	door before approaching and opening Is there a firm and flush entrance mat of adequate size?	No								Coir matting to front and side	Replace with modern barrier	3	£	150.00
	Is transitional lighting provided within	Yes	$^{\dagger}$		Π	T	Т	Τ	T	entrances.	matting.			
2.46	lobby?													

Sec	tion 4 : Corridors / Circulatio	n					Kirkby Commu	nity Fi	re Station
			Perso n		airment fected				
Ref	Question	ssessme	P VE	AH	VW C I	Comments	Recommendation	Priority	Cost
	Are corridors w ide enough for a w heelchair user to manoeuvre and for other people to pass?	Yes				Main corridors are at least 1700mm wide. Tw o short corridors are only 1220mm wide and these provide access to Toilets / Night Room and Office / Appliance Bay. There is also a short section of corridor to the rear of the kitchen providing access to the toilet and external door. Clear width is 1150mm.			
4.02	Are corridors free from obstructions to wheelchair users and from hazards to	Yes							
4.03	Is there adequate turning space for w heelchair users?	Yes							
4 ()4	Are floor surfaces suitable for passage of w heelchairs?	Yes							
4 05	Are junctions between different floor surfaces correctly detailed?	Yes							
4.06	Are floor surfaces slip-resistant?	Yes							
407	Are there no bright or boldly patterned floor coverings?	Yes							
4.08	Do walls, floors and doors contrast in colour and have surfaces that are non-	Yes							
	Is adequate well-positioned lighting provided? Is natural and artificial lighting designed to avoid glare and	Yes							
4.11	Are internal lobbies of adequate size to allow w heelchair users to clear one door before approaching the second?	Yes							
									£ -

Sec	tion 5 : Internal Stairs / Lift							Kirkby Commun	ity Fi	re Station
			Perso n		npairn Affec					
Ref	Question	ssessme	PVE	EAI	нνν	∧ c i	Comments	Recommendation	Priority	Cost
5.01	Are stair locations adequately signed with clear visual information at each	Yes					Located on main corridor in close proximity to entrances.			
5.02	Are visual and tactile w arnings provided at the top and bottom of each flight?	No			•		No w arnings provided - not considered necessary given configuration of stairs in tw o storey building			
5.03	Are suitable continuous, easy to grip, colour contrasting handrails provided to each side?	No				•	Handrail is provided on one side only and does not extend for the full length of the staircase. Profile is difficult to grip. At the bottom the open side of the stairs is protected by three vertical metal bars, with no handrail.	Provide round profile timber or coated handrails, maximum 50mm diameter to both sides. Where practical extend 300mm beyond top and bottom and ensure rails are continuous around landings.	2	£ 4,000.00
5.04	Do handrails extend 300 mm beyond top and bottom steps?	No			•		No projection to base of stairs.	See 5.04		
5.05	Is the staircase wide enough, with treads of uniform length and suitable width?	No		•			960mm clear w idth w hich is slightly narrow er than recommended. 230mm going compared w ith minimum of 250mm.	Impractical to modify without replacement of the staircase. Accommodation is under utilised with access only being required by operational staff.		
5.06	Are all risers of the same height, shallow enough with no open or ribbed	No					190mm riser compared with maximum of 170mm.	See 5.05		
5.07	Are all nosings easily identifiable?	Yes								
5.08	Are landings of suitable size provided at intermediate levels in long flights?	Yes								
5.09	Are stairs free from obstructions to users and from hazards to people with	No			•	İ	Desk stored at top of stairs restricts access.	Remove desk.		
5.10	Is adequate w ell-positioned lighting provided?	Yes								
5.11	ls a passenger líft available?	No	•				No lift to small first floor section of building.	Impractical to install a lift. It would be more cost effective to relocate the offices to the ground floor if access is required by a wheelchair user.		
										£ 4,000.00

Sec	tion 7 : Internal Doors								Kirkby Commun	ity Fi	re Statior
			Person	D	Impa Aff	airme 'ecte					
Ref	Question	ssessme	PVI	E	٩Η١	٧W	C   L	Comments	Recommendation	Priority	Cost
7.01	Are doors absolutely necessary for safety or functional reasons?	Yes									
7.02	Are they distinguishable from their surrounds? Are glass doors clearly visible w hen closed?	No	•					Poor colour contrast to Kitchen Toilet door and small meeting room door to Community Rooms.	Re-decorate doors or frames in a contrasting colour w hen due for re-decoration.		
7.03	Do doors have bottom edge protection?	No				0		General lack of kick plates to ground floor.	Provide kick plates to 9 no. doors.	3	£ 270.00
7.04	Can people each side or the door, either standing or seated in a wheelchair, see each other and be	No						vonere vision panels are provided they are only to upper section of door.	Provide vision panel from 500mm to 1500mm to 10 no. doors.	2	£ 2,000.00
7.05	Are clear opening widths sufficient for a wheelchair user?	Yes		I				Where w heelchair accessible	00015.		
7.06	is mere surricient space alongs the me leading edge for a wheelchair user or someone with limited mobility to reach the door control while clear of its	No	•			•		Restricted clearance to office door.	Modification not considered necessary as visitors will be accompanied.		
7.07	Are door controls at a height suitable for both standing and seated users?	No			Π			High level locks to 2 no. doors. Only used by operational staff.			
7.08	Are controls clearly distinguishable from the door itself and easy to grasp?	No					•	Door controls to 3 No. doors are unsuitable.	Replace ironmongery to 3 no. doors.	4	£ 360.00
7.09	Are doors easy to open with door closers of an appropriate type requiring minimum opening pressure?	Yes									
											£ 2,630.00

## Section 8 : Wayfinding/Means of Escape

## Kirkby Community Fire Station

			Pe	erso n	)			men cted						
Ref	Question	ssessme	P	VE	Ē	١H	٧	W [		Comments	Recommendation	Priority		Cost
8.01	Are direction and information signs clearly visible from both a standing and seated position?	No	•	•	•	)e	•	•	•	Minimal signage provided.	Not considered necessary as public access is restricted to Community Room and visitors are escorted.			
8.02	Are signs tactile?	No	•							Only tactile sign is to 1 no. toilet door.	Tacticle signs could be provided to Community Room	2	£	120.00
8.04	Is the overall layout of the building reasonably clear and logical?	Yes												
8.08	Are fire alarm points capable of being operated by a wheelchair user?	Yes								Community Room				
8.09	Is the audible alarm system supplemented by a visual system?	No	•		)	•				Sounder only	Visual alarm could be installed in the Community Room and	3	£	100.00
8.10	Are ground floor exit routes as accessible to all, including w heelchair users, as entrance routes?	No	-	C			•	•		Single step to all exit doors.	See Section 2 for improvements to Main and Side Entrances. Kitchen corridor exit door could have a level landing constructed externally. Only	4	£	300.00
8.12	Are the exits clearly signed?	No	•				•	•	•	Rear ground floor lacks fire exit signage.	**************************************			
8.13	Can doors be opened by a disabled person?	No	•						)	External doors have thumb turns w hich are too high and	Install panic latch to exit door. Remove upper thumb turns to	2	£	250.00
8.14	If people with disabilities cannot completely evacuate the building can	Yes												
													£	770.00

Sec	tion 9 : Toilet Facilities									Kirkby Commun	ity Fi	re	Statior
				rso n		npai Affe							
Ref	Question	ssessme	P	VЕ	A۲	١V	N	٢D	Comments	Recommendation	Priority		Cost
9.01	If a lobby is provided, is it of sufficient size to allow for easy access?	No		•	•			-	First Floor Toilet - 800mm gap betw een screen and w all.				
9.02	Are lobby doors light enough to open easily?	Yes	Ħ		Т	$\top$		-					
9.03	Do all toilet areas have slip-resistant floors?	No	Ħ	•	•	Т			First Floor Toilet does not have a slip resistant floor	Replace with safety flooring when toilets refurbished.			
9.04	Are fittings readily distinguishable from the background?	No	Ħ	•		•			First Floor Toilet - Modesty screen is same colour as walls.	Decorate doors or frames in a	4	£	50.00
9.05	Are compartment door controls/locks easily gripped and operated?	No		•	,				Kitchen Toilet has simple barrel bolt.	contrasting colour. Replace with bathroom privacy lock with extended lever thumb turn and coloured indicator bolt.	4	£	40.00
9.06	Are fittings such as flushes to the toilet and light switches usable by people	Yes	Ħ	T	П	T	T	Τ					
9.07	Is there sufficient space for ambulant	Yes	Ħ	T	Π	Т							
9.08	disabled people to manoeuvre? Can ambulant disabled people raise	No				-			No support rails provided	Accessible Toilet is provided.			
9.09	and low er themselves in standard If the door opens inw ards can it be	No				+	$\square$	-	First floor toilet has standard	Room is of sufficient size to			
	opened outwards or removed easily in Is the travel distance to a suitable WC		┢		F	┿		-	inw ard opening door. No toilets are provided w ithin	allow a cubicle to be installed.			
9.10	no greater than that for able-bodied	Yes		_	Ц.	4		_	the Community Rooms section.				
9.11	ls provision made for w heelchair users?	Yes							Ground floor of main building.				
9.12	Are taps appropriate for use by a person w ith limited dexterity, grip or	Yes											
9.13	Is the water temperature appropriate?	No							Hot water in all toilets.	Install blending valves	3	£	450.00
												£	540.00
Sec	tion 10 : Accessible Toilets									Kirkby Commun	ity Fi	ire	Statior
				rso n		npai ∖ffe							
Ref	Question	ssessme	P١	٧E	A۲	١V	γ	¢۱	Comments	Recommendation	Priority		Cost
10.01	Is the WC approachable by a w heekchair user - i.e. free of steps, corridor obstructions, narrow doors etc?	No	•				•		Community Room users need to exit building and use side entrance door into main building. This door has a step and is not currently w heelchair accessible.	See Section 2 for improvements to door to provide ramp.			
10.02	Is the travel distance to the accessible toilet satisfactory?	Yes	Π		Π	Π	Π						
10.03	Is the location clearly signed?	No			•		•		No signage in corridor apart from sign on door itself.	Provide signage in Community Rooms lobby to indicate location of toilets. Provide directional signage in lobby area from side entrance.	2	£	100.00
10.04	Is there sufficient space outside the toilet compartment for manoeuvre and	Yes	Π			T							
	Are door controls, locks and light		$\square$	1	╋	$\top$		-	Door opens inwards and has a				
10.05	switch easily reached and operated?	No					•		standard thumb turn lock. Show er obstructs access to	open outwards. Lighting should be changed to sensor operated	1	£	250.00
10.06	Is the compartment large enough to allow manoeuvring into position for frontal, lateral, angled and backward transfer unassisted and with assistance?	Yes							2500mm x 1500mm				
10.07	Is the manoeuvring area free from obstructions e.g boxed-in pipes or	No							Show er adjacent to door.	Room is too small to incorporate a show er and this therefore	1	£	500.00
10.08	Is the WC layout correctly handed for a left or right-sided approach.	No		•			•		WC Suite is on side wall to rear left-hand wall with the basin adjacent on the rear wall.	WC suite needs to be moved to the rear w all in left-hand corner and basin to side w all adjacent.	1	£	550.00
10.09	Are fittings arranged to facilitate easy manoeuvre?	No					•		No coat hooks or extended mirror.	Provide coat hooks at 1050mm and 1400mm high. Provide mirror from 600mm to 160mm.	3	£	320.00
10.10	Do walls, floor and door surfaces contrast in colour and have surfaces	Yes											
10.11	Is there a suitable emergency alarm call system?	No			•		•		No emergency call system	Install new emergency alarm system complete with pull cord and overdoor light. Reset switch to be adjacent to w c.	1	£	350.00
10.12	Are hand washing and drying facilities within easy reach of someone seated	No					•		Basin is fixed too far forw ard of w c pan at 260mm.	Re-position as part of toilet alterations and 140-160mm			
10.13	Are taps appropriate for use by a	Yes	Ħ	T	П	Π	Π	T					
10 14	person with limited dexterity, grip or Is the water temperature appropriate?	Yes	$\mathbb{H}$		H	+	┝╋	-					
	Are suitably designed grab rails fitted in all positions necessary to assist	No			•		•		Horizontal rail is fixed too far forw ard of rear corner and too high. No rail to door.	All rails require re-positioning as part of alterations to layout. Provide additional horizontal rail	1	£	190.00
10.15	manoeuvring?												
10.15	manoeuvring? Is the flush handle correctly	Yes	+	-		╈	Π			to door.			

11.02 k r 11.03 c 11.04 a 11.05 c 11.05 c 11.05 c 11.05 c	Question Are suitable designated disabled barking bays provided for staff (state s external communication possible by minicom (text-phone) as well as a Are induction loops fitted in conference/ meeting rooms? Are suitable staff welfare facilities available on an accessible floor? Are tea point or kitchen facilities set bout appropriately for all users? Are tea point or kitchen facilities set bout appropriately for all users? Are staff facilities suitably located with regard to the location of access points and work areas ?	ssessma Yes No Yes Yes No				Aff				Comments 1 no. space in yard. (See Section 1) None provided None Provided. Not considered necessary. Kitchen has stainless steel units / benches at standard	Recommendation Provide if needed to suit a specific need Provide if needed to suit a specific need	Priority	Cost
11.01 11.02 11.02 11.03 11.04 11.04 11.05	Are suitable designated disabled parking bays provided for staff (state s external communication possible by minicom (text-phone) as well as a Are induction loops fitted in conference/ meeting rooms? Are suitable staff welfare facilities available on an accessible floor? Are tea point or kitchen facilities set but appropriately for all users? Are tea point or kitchen facilities set but appropriately for all users? Are staff facilities suitably located with regard to the location of access points	Yes No No Yes Yes No				•				1 no. space in yard. (See Section 1) None provided None Provided. Not considered necessary. Kitchen has stainless steel	Provide if needed to suit a specific need Provide if needed to suit a		
11.01 F 11.02 k r 11.03 c 11.04 a 11.05 c 11.05 c 11.05 c 11.05 c 11.05 c	barking bays provided for staff (state s external communication possible by minicom (text-phone) as well as a Are induction loops fitted in conference/ meeting rooms? Are suitable staff welfare facilities available on an accessible floor? Are tea point or kitchen facilities set but appropriately for all users? Are tea point or kitchen facilities set but appropriately for all users? Are staff facilities suitably located with regard to the location of access points	No No Yes Yes No								None provided None Provided. Not considered necessary. Kitchen has stainless steel	specific need Provide if needed to suit a		
11.02 r 11.03 c 11.04 c 11.05 c 11.05 c 11.05 c 11.05 c	minicom (text-phone) as well as a Are induction loops fitted in conference/ meeting rooms? Are suitable staff welfare facilities available on an accessible floor? Are tea point or kitchen facilities set but appropriately for all users? Are tea point or kitchen facilities set but appropriately for all users? Are staff facilities suitably located with regard to the location of access points	No Yes Yes No								None Provided. Not considered necessary.	specific need Provide if needed to suit a		
11.03 c 11.04 f 11.05 c 11.05 c 11.05 c 11.05 c 11.06 c	conference/ meeting rooms? Are suitable staff welfare facilities available on an accessible floor? Are tea point or kitchen facilities set but appropriately for all users? Are tea point or kitchen facilities set but appropriately for all users? Are staff facilities suitably located with regard to the location of access points	Yes Yes No								necessary. Kitchen has stainless steel			
11.04 <sup>4</sup> 11.05 <sup>4</sup> 11.05 <sup>4</sup> 11.06 <sup>4</sup>	Are suitable staff w elfare facilities available on an accessible floor? Are tea point or kitchen facilities set but appropriately for all users? Are tea point or kitchen facilities set but appropriately for all users? Are staff facilities suitably located with regard to the location of access points	Yes	a osca a osca a osca							Kitchen has stainless steel	specific need		
11.05 11.05 11.05 4 11.06 7	Are tea point or kitchen facilities set out appropriately for all users? Are tea point or kitchen facilities set out appropriately for all users? Are staff facilities suitably located with regard to the location of access points	Yes	a poro										
11.05 c 11.05 c 11.06 r	Are tea point or kitchen facilities set but appropriately for all users? Are staff facilities suitably located with regard to the location of access points	No	50 0000 60 0000										
4 11.06 r	Are staff facilities suitably located with regard to the location of access points						_			height with no clear space beneath for w heelchair users. Only used by operational staff.			
11.06 r	regard to the location of access points									Small kitchenette is provided to end of first floor corridor. 470mm clear w idth betw een table and fridge.	If kitchen is to be provided on the first floor it would be better to replace the toilets with a new kitchen.		
								•		Kit Room is an external portakabin. 280mm step at entrance. Door is of suitable w idth but handle is unsuitable profile.	Provide new steps incorporating 2 no. risers and level landing to top. Provide handrails to both side and around landing. Replace door furniture	4	£ 1,250
1107	s the room free from hazards to beople with impaired sight ?	No				•				Gym equipment is similar tone to flooring and some items have projecting feet w hich could be a potential hazard. Clear space betw een equipment is very limited and creating a hazard particularly w here there are moving parts.	Ideally the number of machines should be reduced and all the machines arranged to provide a clear access route. Alternative floor colour should be used w hen due for replacement.		
11.08 t ເ	s the room laid out in a such a w ay as o allow free access by w heelchair users ?	No		•						Very restricted circulation space in the small single bedroom off the main dormitory.	Tw o other larger rooms are available and only used by operational personnel.		
11.08 t ເ	s the room laid out in a such a way as o allow free access by wheelchair users ?	No								Office to Rear Corridor - limited circulation due to amount of furniture. 430mm clearance	Re-arrange furniture to improve circulation space.		
11.08 t	s the room laid out in a such a way as o allow free access by wheelchair users ?	No								Limited clearance in one of the study rooms - 530mm clear width betw een door and bed.	Tw o other larger rooms are available and only used by operational personnel.		
11.09 r	Are light sw itches/sockets at suitable neight for employees w ith restricted Are floor surfaces suitable for	No								1400mm generally. Pull cord in Gym is 1660mm high.	Low er sw itches or install automatic lighting controls if		
11.10 p c	bassage of w heelchair users w ith correctly detailed joints betw een	Yes											
11 11	Do walls, floor and door surfaces contrast in colour and have surfaces	Yes											
11 12	Are lockers / storage facilities	Yes				T		T					
k	accessible to all users ? s suitable seating / tables provided for		-			┝┼		+	-				
	wheelchair users and the ambulant	Yes											
													£ 1,250
Secti	ion 12 : Communal Facilitie	S			T		T				Kirkby Commun	ity Fi	re Stat
			Р	erso n		Impa A ff			t				
Ref	Question	ssessme	эР				-	1		Comments	Recommendation	Priority	Cost
4	Are communal facilities accessible to		Ĥ		+							,	000
12.01 a	all users ? Are conference / meeting rooms	Yes		Щ		Щ		-					****
12.02 a	accessible to all users ?	Yes											
12 03	Are induction loops fitted in conference/ meeting rooms?	No	Γ	•			T	Γ		None Provided. Not considered			
	s the room free from hazards to	Yes		H		Π		╋	-	necessary.			0.000000000 <b>.</b> 0000000000000000000000000
12.04 F	people with impaired sight ?	Tes	$\downarrow$	Ц	-	Щ			L	Community Room Lobby - small	If kitchen facility is to be		
12.05 t	s the room laid out in a such a way as o allow free access by wheelchair users ?	No	•							kitchen provided adjacent to door. Standard unit height with no clear space for wheelchair user.	provided consider a low ered base unit 850mm high with clear space beneath to allow for use by a w heelchair user.	2	£ 400
	Are light switches/sockets at suitable neight for users with restricted are noor surraces suitable for	Yes											
12.07 p	bassage of w heelchair users with correctly detailed joints betw een different surfaces?	Yes											
12 08 <sup>E</sup>	Do walls, floor and door surfaces contrast in colour and have surfaces	Yes			Γ	I		Γ					
12 09 1	s suitable seating / tables provided for	Yes		H		H	-	┢					
12.03 V	w heelchair users and the ambulant	105	Ц	Щ				1				$\square$	

Cost Summa	ary								Kirk	by Commur	nity F	Fire Statior
		F	Priority 1 DDA		Priority 2 provemen t			iority 3 Best ractice		Priority 4 Derational		Total
Section 1 : External	Circulation	£	2,600.00	£	2,300.00						£	4,900.00
Section 2 : Building	Entrance	£	7,075.00	£	1,580.00	£		380.00	£	555.00	£	9,590.00
Section 3 : Reception	on										£	-
Section 4 : Corridor	s / Circulation										£	-
Section 5 : Internal S	Stairs			£	4,000.00						£	4,000.00
Section 6 : Internal F	Ramps										£	-
Section 7 : Internal [	Doors			£	2,000.00	£		270.00	£	360.00	£	2,630.00
Section 8 : Wayfind	ing / Means of E	Sc	ape	£	370.00	£		100.00	£	300.00	£	770.00
Section 9 : Toilet Fa						£		450.00	£	90.00	£	540.00
Section 10 : Access	sible Toilets	£	1,840.00	£	100.00	£		320.00	-		£	2,260.00
Section 11 : Employee Facilities									£	1,250.00	£	1,250.00
Section 12 : Comm				£	400.00						£	400.00
	Total Cost	£	11,515.00	£	10,750.00	£		1,520.00	£	2,555.00	£	26,340.00
7.03 Bottom Edge Protection	7.04 Vision Panels	7.	05 Opening Width	7.0	6 Leading Edge	7.07	' Coi	ntrol Height	7.08	Control Type	7.0	9 Door Closers
Watch Room	Watch Room				Office G18	Ap	pplia	ance Bay	Dorr	nitory Corridor		
Dormitory Corridor	Dormitory Corridor					Dorr	mito	ry Corridor		BA Room		
Cross Corridor	Cross Corridor								Comm	unity Rooms x 1		
Training Room	Training Room											
Mess Room x 2	Mess Room x 2											
Kitchen x 2	Kitchen x 2											
Community Rooms x 1	Community Rooms x 2											