

Building S4
Reserved Matters Application
Access Statement

Contents

1	Background to the Project	3
2	Criteria for Inclusive Design Standards	4
3	Access Provisions	5
4	Conclusion	7
5	References	8

1 Background to the project

1.1 The Scheme

This report is to accompany a Reserved Matters Application (RMA) by Stratford City Business District Limited (SCBD Ltd) (a 50/50 joint venture between Lend Lease and London Continental Railways [LCR]). The RMA relates to Building S4, located within Zone 2 of Stratford City (also known as International Quarter London (IQL)). Building S4 represents the third RMA for commercial development to come forward within Zone 2.

1.2 Purpose of the Report

The purpose of this combined Access Statement is to outline how the project has been designed to deliver an accessible and inclusive environment for all. It is intended to be read in conjunction with the other documents and drawings that support the RMA and follows on from the Stratford City Zone 2 Zonal Masterplan Access Statement produced by David Bonnett Associates (DBA) in 2011.

The developer has signed a section 106 Agreement with Part 13 covering matters in relation to accessibility and inclusive design requirements.

1.3 Access Consultants

Lord Consultants Limited (LCL) have been appointed to advise on how access issues can be integrated into all design and construction stages of the project including the requirement for a post occupancy review.

1.4 Overview

The scheme will be subject to and required to comply with the appropriate building regulations covering accessibility, movement and navigation throughout Building S4 and the associated public realm (which will be subject to a separate RMA).

This statement demonstrates strategies adopted from mandatory and ‘best practice’ guidance documents throughout the design process.

1.5 Policy

There has been a commitment by all stakeholders from the outset to ensure that the philosophy of inclusive design and consideration of all user needs now and in the future will be included within the project.

The project review process has incorporated a suitable approach for meeting the relevant duties under the Equality Act 2010 (which incorporates the now repealed Disability Discrimination Act 1995) where relevant to the scheme and its occupation. There is also a well-defined Health and Well Being strategy that is embodied throughout the scheme.

Stratford City Business District Ltd (SCBD) is committed to policies that promote inclusive management of the public realm, office buildings and associated facilities at post occupancy stages as well as consultation and collaboration to meet the needs of tenants, staff and local residents where applicable.

1.6 Consultation

The scheme has been subject to detailed pre-application consultation with the London Legacy Development Corporation (LLDC) Planning Policy and Decisions Team (PPDT), the LLDC’s Quality Review Panel (QRP), LLDC Planning Committee Members, LB Newham Planning Officers and the LB Newham Members Forum.

1.7 S106 Agreement Requirements

The approach taken for the development of S4 and its associated public realm is in line with the requirements of Schedule 1 part 13 ‘Access’ of the S106 Agreement for the Stratford City outline planning permission.

1.8 Scope

This Access Statement describes how the design team has developed its proposals for the scheme with specific regard to disabled people as staff and visitors to the development.

In line with the ‘sequential journey sequence’ of the Access Appraisal methodology outlined in the ZMP Access Statement produced by DBA in 2011, a thorough review of the project proposals has been undertaken.

This Access Statement does not describe or review any part of the development used solely to allow the buildings or any service or fitting within the buildings to be inspected, repaired or maintained, in line with the scope detailed in Part M of the Building Regulations.

The consultancy process will involve contributions to the design as it develops including feedback from the ongoing consultative group reviews.

The Access Statement will also make comment on operational and management considerations as necessary.

2 Criteria for inclusive design standards

2.1 Access Aims

- To maximize access to all parts of the development, facilities and services to staff or visitors regardless of ability
- To ensure that where possible and feasible, appropriate accessibility standards can be met from the start of scheme development going forward into detailed design
- To meet the Building Regulations Approved Document M – Access to and use of Buildings 2015 Volume 2 (Buildings Other Than Dwellings)
- To meet the aims of the Equality Act 2010
- To follow best practice design guidance including the British Standards and other relevant published guidance
- To meet GLA and Local Authority access policies where relevant
- To identify and consider areas of the scheme that will form part of the later stages of the design development

2.2 Interpretation of Standards

The provision of access standards and best practice are in a continuous state of development with no single document that can be used as an authoritative point of reference. This is because there are a number of separately authored and published documents, which require referral, leading to the potential for contradictions. This Access Statement endeavours to interpret these ranging standards where there is a lack of clarity.

2.3 Legislation

Town and Country Planning (Development Management Procedure) (England) Order 2015

There is no mandatory requirement for a Design and Access Statement within a Reserved Matters Application but a Design Development Report and Access Statement is submitted in support of the application to comprehensively describe the scheme.

Equality Act 2010

The developers, tenants or others may have on going duties under the Equality Act as Landlords, employers and service providers.

2.4 Regulations and other standards

Building Regulations Part M (2015), Part B (2006, amended 2013) and Part K (2013)

Building regulations Parts B, K and M are the only standards that relate directly to accessibility and inclusive design. It is vital that it is understood that these standards require Building Control approval. Approval confirms acceptance that the buildings will meet the relevant standards for physical access on disabled people but confirms that the on going requirements of the Equality Act 2010 will need further consideration.

British Standard BS 8300 BS 8300:2009+A1:2010 – Design of Buildings and their approaches to meet the needs of disabled people – Code of Practice

BS 8300 is a best practice guidance document that explains how the built environment can be designed to anticipate, and overcome, restrictions that prevent disabled people making full use of premises and their surroundings. Where relevant and practical it is recommended that the standards are applied to new buildings.

2.5 Local Policy – London Legacy Development Corporation and the London Plan

The Access Statement refers to Local policies as adopted by the London Legacy Development Corporation. Where relevant, referral has been made to the London Plan for accessibility and inclusive design standards.

Zonal Masterplan Access Statement

The Zone 2 Zonal Masterplan Access Statement was produced by David Bonnett Associates in 2011. This access statement embodies the access standards that apply to the office developments and the public realm and have been continued throughout this scheme.

3 Access Provisions – S4

3.1 Overview

S4 is part of IQL and sits between S2 and S5 and to the NE of S9 with up to 75,452m² GEA and 21 stories above ground storey, with a basement storey (primarily plant and maintenance areas).

The RMA proposal has been designed to provide a high level of accessibility and inclusion externally and internally. Additionally, faith and cultural considerations will continue to be made as the design progresses.

Initial proposals show scope to accommodate up to three separate commercial tenants on each of the upper floors, with approximately 500m² of retail space at ground level, along with reception facilities.

The Ground Level will also accommodate scope for bicycle parking and supporting accessible sanitary and changing facilities. A mezzanine level is also proposed to accommodate shower and changing facilities for occupants.

3.2 Site Constraints

There are no significant external level changes within the application site. Further information regarding the minor changes in level provided can be found in the Design Development Report.

3.3 Pedestrian Access Routes, Landscaping, Public Realm and Open Space

All external areas will be designed using the principals of accessibility and inclusive design as the scheme progresses. A separate Carpenter Square RMA with corresponding Access Statement and Landscaping Design Development Report will be submitted later in 2016.

3.4 Public Transport

The ZMP Access Statement reviewed the public transport connections to the site. Please refer to the Design Development Report for the RMA for details in relation to public transport and other associated matters.

There have been significant public transport network upgrades in preparation for the 2012 Olympic and Paralympic Games within the immediate area.

The main drop off point is located to the southeast corner of S4, outside the atrium for the main tenant.

It is likely to be in constant use by a range of vehicles, not just for passenger drop-off. The drop off point will be accessible and less than 40m from the main tenant entrance, which does not exceed the maximum distances as stipulated in various sources of guidance. The intention is to allow disabled staff / visitors / customers arriving by taxi or car to be dropped off immediately adjacent to the main entrances.

3.5 Parking Arrangements

5 external standard parking bays are provided, two of which will be designated as Accessible Bays. Routes from this parking provision to the two entrances will be step-free and on clearly designated shared surfaces. In addition to this there is a drop-off turning head nearer to the building for general drop-off and it is envisaged that vehicles dropping disabled visitors will be permitted to enter Carpenters Square and approach close to the building entrance.

3.6 Communal Entrances, Foyer and Reception Area

- Two entrances are provided with the main entrance on predominant South-West façade off Carpenters Square.
- The Secondary entrance (for Tenant 2) on the North-East face (Westfield Avenue)
- Immediate external routes and entrances are level or are provided with suitably specified level access, door opening forces, lighting, signage and weather protection.
- Level access will be provided over the threshold for each entrance.
- Entrance Doors – Accessible entrance doors will accord with the requirements of Part M of the Building Regulations and guidance in the associated Approved Document, being automated pass doors adjoining the main revolving doors, with a minimum effective clear width of 1000mm and a clear space of 300mm to the latch side of the door if they are swing doors. Specification details to be developed in Stage 3 of scheme design.
- Any internal pass doors within the reception / foyer will also be automated.
- The reception desk provision and associated furniture will be developed to meet the Building Regulations Part M as a minimum with induction loop provision and accessible height counters.

3.7 Internal Horizontal Circulation

- Corridors will follow the relevant guidance for Approved Document M of the Building Regulations with all core access corridors having a width that will ensure a high level of access for wheelchair users.
- Upper Level circulation is generally open plan, with the only corridors proposed serving the WC and Lift Bank locations – this reduces the barrier that doors can present to accessible circulation.
- Careful consideration of colour scheme, surfaces, signage and lighting requirements will be developed as the scheme progresses.
- Corridor doorsets will provide adequate effective clear width and appropriate opening force.

3.8 Internal Vertical Circulation (Lifts and Stairs)

- Staircase provision. This is being developed to meet the requirements of Approved Document K and M of the Building Regulations.
- Passenger lifts – There is a mix of passenger lift sizes (all larger or as large as the minimum recommended dimensions of 1400mm deep x 1100mm wide) and with travel speeds to suit the intended height of travel and frequency of use. A large bank of lifts serves all tenancies (flexibly split by barriers in the building). One of the passenger lifts will also serve as the Fire Fighting lift.

3.9 Toilet and Sanitary Facilities

There are accessible visitor facilities to the main tenant area reception off an accessible width corridor. The dimensions and layout of the cubicle will be designed to meet the requirements of Approved Document M of the Building Regulations.

- Toilet provision is still under review by the Design Team but currently WC provision is centralized off each floor with Male, Female and Accessible WC facilities being located adjacent to each other of a single corridor. WCs will accord with requirements of AD M and BS6465 and provide both ambulant and cubicles in each of the Male and Female facilities. Wash-hand basins will be designed to work and welfare standards. Accessible WCs will be handed on alternate floors to offer users choice.
- Provision has been included in the scheme for 2 fully accessible shower and changing facilities for disabled people, being located at ground floor as part of the end of journey facilities (as noted below). These facilities will be designed in accordance with the recommendations in Approved Document M and BS8300.

3.10 Office Facilities

The layout and provision within the open plan and individual office space and facilities will be developed to meet the requirements of Approved Document M of the Building Regulations as the detailed design develops.

3.11 Additional Communal Facilities

- Faith and comfort facilities - Provision will be made for multi-faith facilities and be included within further detailed design development for the building.
- Other privacy / rest rooms - Additional provision for other privacy / rest rooms (e.g. Breast feeding & milk storage) within office plans are to be included within further detailed design development for the building.
- Break out facilities - break out and atrium areas will be specified in line with Approved Document M of the Building Regulations as part of the tenant CAT B fit out works.

3.12 Bicycle Storage and End of Journey Facilities

The building is being designed to have dedicated bicycle storage with step-free, street level access for staff and visitors. Proposals will be developed during further detailed design.

There are also dedicated 'end of journey' facilities including toilets, changing and shower provision, all of which will accommodate for the needs of disabled people. The design and detailing of the facilities will be in accordance with Approved Document M and BS8300.

3.13 Retail Units

The units will be developed to meet the requirements of Approved Document M of the Building Regulations as the detailed design develops.

3.14 Means of Escape

The ongoing development of the fire strategy for the scheme by The Fire Surgery will take precedent over this section.

- The Egress Strategy will adopt BS9999:2008 principles and will be developed during the project development including specific provisions for disabled people.
- Refuges – These are located on the stair landings of the 3 main egress stairs.
- Evacuation Lifts – The fire fighting lift is the same size as a standard lift, which it is understood can be used to evacuate wheelchair users from the upper floors.

4 Conclusion

The general external and internal arrangement plans and floor layouts provide clear indication that all the key access requirements will be met, subject to further and on going detailed discussion, consultation and evaluation as the scheme design develops.

It is expected that the scheme will meet the intention of the developer of meeting all relevant regulatory requirements and where possible best practice throughout.

The key aspects include:

- Gentle gradients throughout the immediate external areas of the scheme with a generally level site.
- Accessible parking provision and accessible drop off areas provided.
- Multiple lift passenger provision in each building.
- Large open plan entrance foyer areas provided.
- Generous communal corridor widths internally throughout to allow freedom of movement throughout each office block.

5 References

5.1 Legislation

- Equality Act 2010, HMSO, 2010
- Planning Act 2008, HMSO, 2008
- The Chronically Sick and Disabled Persons Act 1970, Department of Health, 1970
- Equality Act Codes of Practice, Equality and Human Rights Commission (from October 2010)
- Regulatory Reform (Fire Safety) Order, 2005
- Planning and Compulsory Purchase Act, 2004, (amended 2010)
- Localism Bill 2010/2011

5.2 Building Regulations

- Building Regulations: Approved Document Part M Volume 2 (Buildings Other Than Dwellings) – Access to and Use of Buildings (2015)
- The Building Regulations: Approved Document B - Fire Safety (2006, amended 2013)
- The Building Regulations: Approved Document K - Protection from Falling, Collision and Impact (2013)

5.3 British Standards

- BS 8300:2009+A1:2010 – Design of Buildings and their approaches to meet the needs of disabled people – Code of Practice
- BS9999:2008 - Fire precautions in the design, construction and use of buildings – Code of practice for means of escape for disabled people
- BS7000-6:2005 - Design management systems: Guide to managing inclusive design

5.4 Local Policy and Associated Documents

- LLDC Local Plan 2015 to 2031 (adopted July 2015)
- The London Plan (the Spatial Development Strategy to London Consolidated with Alterations Since 2011 Including Minor Alterations to the London Plan (March 2016)
- National Planning Policy Framework (NPPF)
- National Planning Policy Guidance (NPPG)
- GLA Accessible London: Achieving an Inclusive Environment – The London Plan Supplementary Planning Guidance (2014)
- Olympic Legacy Supplementary Planning Guidance (2012)
- Zonal Masterplan – Stratford City Zone 2 – Access Statement for Planning Permission (DBA, 2011)

5.5 General References

- LLDC Inclusive Design Guide (2013)
- LLDC Include Design Strategy (2013)
- Designing for Accessibility – Inclusive Environments CAE/RIBA 2013
- Inclusive Projects: Disabled Persons Transport Advisory Committee (DPTAC, 2003)
- Planning and Access for Disabled People – A Good Practice Guide (ODPM, 2003)
- Building Sight RNIB (1995)
- RNIB: A design guide for the use of colour and contrast to improve the built environment for visually impaired people: JMU and University of Reading (1997)
- Inclusive Mobility: A Guide to Best Practice to Pedestrian and Transport Infrastructure, ODPM (2002)
- Developing Accessible Play Space: A Good Practice Guide, DCLG

- Access Principles, Disabled Persons Transport Advisory Committee (DPTAC) – Manual for Streets (1 and 2)
- The Accessible Office: Designing the Inclusive Workplace, JMU Access Partnership, Royal National Institute of Blind People, (2005)
- Guidance on access statements: Disability Rights Commission
- Design and access statements: How to write, read and use them, Commission for Architecture and the Built Environment (CABE 2006)