

# Design and Access Statement (from 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 Statement form 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:	Basing Grange Cow Byre	TMS Code:	C6438
Project Name:	Basing House: Community, Conservation & Developing Skills		
Project Officer:	Barnaby Wheeler		
Consultation (Planning): Access Officer:	Davinia Glanfield	Date	10/02/12
Consultation (Building Control): Access Officer:		Date	
Consultation (Detailed Design): Access Officer:		Date	
Revision dates:			

## 1) Project summary

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

The Cow Byre at Basing Grange underwent structural repairs as part of a recently completed project in which buildings within the farmyard were converted to provide visitor and education facilities. This project involves further necessary conservation work to the Cow Byre which consists of a single stable area on the ground floor measuring approximately 5 x 15 m with a hayloft above. It is also proposed to convert the space into an education workshop by glazing the windows, insulating the ceiling, inserting a level floor and installing lighting, heating and water services with a light touch as far as possible preserving the interior as found. The requirement for a level floor necessitates the addition of a floating floor on top of the original unevenly cobbled floor with a ramped and stepped access from the two doorways. An accessible WC is included in the facilities adjacent to the Education Room in the recently converted Stable Range on the other side of the farm yard.

The addition of a second multi-purpose activity room to the site will generally broaden the educational provision which it will be possible to provide at this site.

The construction of a Viewing Platform on the Citadel ringwork at Basing House is included in this project. Together with extensive conservation work on the ruins this will be subject to Scheduled Monument consent but not Building Regulations. It has however been the subject of consultation with the local access group and as a result the proposal includes a cctv camera linked to an interactive monitor to be located in the Bothy Tea Room. The stairs and platforms are being designed in accordance with relevant parts of the Building Regulations A, K and M

## 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.**

An Equality Impact Assessment was written for the Basing House site by the County Museums Service in November 2008.

On site consultation with Basingstoke Access Group and HCC Access team 29 November 2011  
Consultation with Eastleigh Access Group and HCC Access Officer 15 December 2011

### 3) Design standards and guidance -

Approved Document M
BS8300 (2009)
BB102 designing for disabled children and children with special educational needs (DFES website)
School inclusion design brief <a href="http://www3.hants.gov.uk/pbr-propertyprocedures-access">http://www3.hants.gov.uk/pbr-propertyprocedures-access</a>
BT Countryside for all
English Heritage easy access to historic buildings/landscapes <a href="http://www.english-heritage.org.uk/publications/easy-access-to-historic-buildings/">http://www.english-heritage.org.uk/publications/easy-access-to-historic-buildings/</a>
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

Pedestrian access to the site remains as existing. The site is approached from the village of Old Basing via a pedestrian pavement running along the north side of The Street. There is a physically defined road crossing point protected by bollards opposite Garrison Gate for access to the site of Basing House. There is no pavement to the west side of the farm yard entrance where the road turns a blind corner round Grange Farm

### 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

Basing Grange is a mile and a half from Basingstoke Railway Station  
Old Basing is served by local bus route No 10. An hourly service from town centre (Churchill Way East / Eastrop Lane) with a stop at the junction of Crown Lane and Byfleet Avenue, approximately 700 yards from Basing Grange. See details at:  
<http://www.basingstoke.gov.uk/browse/transport-and-streets/public-transport/public-transport-network.htm>

### 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?
<p>Parking spaces for blue badge holders are provided in various locations on the site due to the distance involved between the main car park, farm and ruins site.</p> <p>Main car park: 3 designated bays - 500 yards to Visitor Centre Reception</p> <p>Grange Farm: 2 designated bays - 50 yards to Visitor Centre Reception, - 15 yards to Cow Byre</p> <p>Basing House: 3 designated bays - immediately outside the Lodge Museum and close to the Citadel</p>
<b>7) Pedestrian approach to the site</b>
Have catchment areas, different approach routes, gradients, barriers, dropped kerbs, signage etc been considered?
In the 2009-10 project works many of the existing footpaths were upgraded to improve the surfacing and increase their width. The existing narrow footbridge across the Fish Ponds was replaced with a wider bridge.
<b>8) Pedestrian routes within the site</b>
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.
In the 2009-10 project works the ground was re-graded in a number of locations to eliminate steps such as at the entrances to the new Visitor Centre in the Little Barn. The proposed conversion of the Cow Byre will include local re-grading of the farm yard surface and areas of hard paving immediately outside the entrance doors to achieve level access.
<b>9) External steps and ramps</b>
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.
Not required
<b>10) Landscaping features</b>
External steps to play areas: detail the use of step nosings, handrails, tactile paving, seating, Type of surface, planting, fencing & play areas.
Not applicable
<b>11) Main entrances to buildings</b>
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?
The main point of entry to the site remains the Visitor Centre in the Little Barn where external lighting, level thresholds and power-assisted doors currently exist. Access to the proposed Education Workshop in the Cow Byre will involve movement between buildings within the site and as such will be supervised by site staff making the provision of bold signage on this historically sensitive site largely unnecessary.
<b>12) Security &amp; entry phone systems</b>
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.

Not applicable
<b>13) External doors</b>
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.
The doors to be brought into use as part of the conversion of the Cow Byre to an Education Workshop are part of the listed fabric of the building and as such will be conserved but made weather-tight and functional. Clear width when open: 1100mm. The doors will be heavy as a result of the original ledged and braced stable door leaves being combined into a robust single door with original or historically appropriate ironmongery. The treatment will be similar to the existing external fire escape doors in the Learning Room. The floor immediately inside the doors will be the original cobble floor sympathetically re-pointed to achieve a useable surface without concealing the individual stones. The use of low-profile flexible rubber matting may be necessary if this proves to be a sticking point.
<b>14) Lobbies &amp; lobby doors</b>
Detail dimensions of lobby and door details, also barrier matting, lighting/glare.
Not Applicable
<b>15) Ironmongery</b>
Height and style of door furniture, lever handles, colour contrast, pull handles (15 point LRV difference)
The action of the doors will be made as light as possible through expert re-hanging and the door furniture made user friendly. These doors will be actively managed by staff during group use and held open with cabin hooks when the room is in un-manned exhibition mode
<b>16) Reception Area</b>
Heights and layouts of counters. Staff & visitor access. Knee space. Induction loops, seating arrangements.
Use of existing Reception in the Little Barn
<b>17) Additional spaces i.e. office, kitchen, meeting rooms, prayer rooms etc.</b>
Consider furniture types, chairs, work tops heights, induction loops, colour contrast, rise and fall equipment. Consider hand and feet washing facilities for prayer rooms.
The floating floor will be plain softwood tongued and grooved secret fixed floor boarding providing a good level non-slip floor surface. It will be lightly finished and be allowed to get scuffed and dented over time so as to better blend in with the historic agricultural setting. Suitable furniture - tables and chairs - will be provided for the flexible uses to be made of the room.
<b>18) Horizontal circulation</b>
Circulation routes around building; corridor widths (pinch points); fire doors; 300mm to leading edge of manual doors, corridor doors – widths and weight.
Not applicable
<b>19) Internal ramps &amp; steps</b>
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)?
The level difference between the entrance threshold and the necessary floating floor will be made with a ramp from one door and two steps from the other. The ramp surface will be treated differently with entrance matting to provide visual contrast. The ramp and steps will comply with Part M in their details.

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 the call buttons located? Have you considered alternative means of escape for wheelchair users? (see section 24 - Egress)
Not Applicable
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.
Existing in Stable / Learning Room Block
22) Accessible wc's
Overall provision & location. Please detail dimension of space, layouts, colour contrast, emergency alarms, 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.
Existing in Stable / Learning Room Block
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 who 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 <a href="http://www.changing-places.org/">http://www.changing-places.org/</a>
Not provided on this site.
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)
The two external doors cannot be made to open outwards without adversely affecting their physical form and therefore the integrity of the Historic Listing. As referred to in item 15 above the venue will be staffed when the doors are closed so that emergency egress can be managed. Fire detection and alarm systems are being upgraded to suit the proposed flexible activity uses and the existence of two doors provides alternative means of escape from the room. Thumb turn lock latches will have colour contrast with the door and standard escape signage will be incorporated.

<b>25) Acoustics</b>
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).
It is anticipated that the conservation of the existing exposed joist and beam ceiling, timber mangers, window shutters and doors together with new fixtures, exhibition panels and loose furniture will mitigate reverberation to create an acceptable acoustic without the introduction of specific acoustic engineering.
<b>26) Signage</b>
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)
The requirement for signage in addition to standard escape signage will be minimal, the interior will be dominated by the preserved existing features of the farm building and suitably designed permanent and temporary exhibition panels.
<b>27) Colour contrast</b>
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.
Details to be added
<b>28) Local management issues</b>
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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