DESIGN & ACCE

Date:	**23 February 2009**	**Site Address:**	**Unit 23 Manchester Fort Shopping Park Cheetham Hill Road Manchester M8 8EP**
Applicants:		**Agents:**	
Name:	Peacocks Stores Ltd	Name:	RRDS Ltd
Address:	Atlantic House Tyndall Street CARDIFF	Address:	Brookside Farm Nantyderry Near Abergavenny Monmouthshire
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Local Authority: Manchester City Council

To be read in conjunction with RRDS Drawing Nos: PEA603/AE01B AP01B AP02B AP03B AP04B

Description of Development: The creation of a retail clothing outlet on the ground floor together with stock room and staff facilities on the 1st floor all within an existing vacant retail unit. A DDA compliant WC will be located on the 1st floor. Proposal also includes the installation of air conditioning and internal alterations.

Design Standard followed:	Approved Document M (2004)	Yes

USE - The unit is currently vacant but will trade as a retail clothing outlet

AMOUNT - There will be not be any new building works on the site as the unit already exists. **Therefore not applicable**

LAYOUT - The building already exists therefore the arrangement of the site and its relationship with the public and private spaces will remain unchanged. **Therefore not applicable**

SCALE - The building already exists. **Therefore not applicable**

LANDSCAPING - The unit currently exists and it is not proposed to undertake any works to the surrounding area and therefore the character will be maintained. **Therefore not applicable**

APPEARANCE - The appearance of the unit will be as Peacocks' corporate standard. This is noted on the drawings.

ACCESS - The shop layout has been designed to comply with DDA requirements (see below)

Philosophy and Approach: The access statement is limited to the area of the Peacocks' demise only.
The project comprises mainly shopfit works to an existing retail unit.
The retail area is located on one level on the ground floor.
The ground floor retail area is to remain as existing ond is level with retail park.
Access for disabled, partially disabled and all members af the public is simply a level approach with apening doors providing a space for entry of at least 1m.
The staircase has been designed to comply with ambulant disabled requirements.
Peacocks intend to provide access to both floor levels using an ambulant disabled designed staircase and a future passenger lift (if necessary).
Space factors and detailing within the customer area has been designed to accommodate fully disabled customers.
It is proposed ta install a goods hoist anly at this stage with provision for a future DDA lift.
The internal layout has been designed to satisfy the requirements of Part M of the Building Regulations.
A risk assessment will be undertaken as and when necessary, if circumstances change for current staff or customers in their physical well-being .

Key Access issues of the design: The property fronts a pedestrianised area.
As stated above, the internal arrangement is designed such that all infirm or disabled customers can reach all parts of the retail area.
A level entrance already exists.
There are not any steps or ramps to negotiote to enter the building
Internally, a WC has been created with contrasting colours, i.e. wall, sanitary ware, floor etc are all contrasting achieving a 30 point difference on the colour chart.
A staff policy exists whereby parents are able to leave their baby/pushchair outside the changing area which will be guarded by a member of the staff whilst customers are trying on garments.
For other key issues please read in conjunction with the Fire Risk Assessment relating to emergency egress alarm systems evacuation etc colour and signage.
Parking should have been dealt with under the Develaper's application.
Horizantal and vertical circulation is addressed above.
WC and changing facilities are sized to accommodate disabled users.
Emergency egress, alarm etc, refer to Fire Risk Assessment forwarded under separate caver direct from Peacocks' Health & Safety Officer.
An L1 category fire alarm system including emergency lighting and smoke detection will be installed .
A pre-occupation Fire Risk Assessment has been undertaken and staff will be fully trained on the evacuation procedure and that procedure is reviewed annually.
The entrance door will be permanently "open" during trading hours.
A disabled staff WC is proposed to be installed at first floor level as part of the shopfitting works.
Space has been allocated for a DDA lift to be installed in the future to give access to the 1st floor facilities in should the need arise.
Peacocks undertake in their Management Statement to install a DDA if, as and when circumstances change and if deemed necessary.

Car Park?	Yes to front	**Nearest car park to accessible entrance approximately?**	Immediately adjacent to the entrance
Designated disabled parking spaces?	Yes - but number unknown	**Is the area well lit?**	Yes
Drop off point close to main entrance?	Yes	**Is the approach and the entrance on level ground?**	Yes
Accessible entrance main or alternative?	Main	**Is there a ramp for wheelchair access?**	No - entrance is level
Is the entrance well lit?	Yes	**Are there steps?**	No
Automatic Doors?	"Hold Open" door policy operated	**Button release at wheelchair level?**	No
Double or Single Doors?	Double	**Spring loaded doors?**	No
Do Doors open in or out?	Sliding	**Door widths ?**	Please refer to project drawings
CUSTOMER AREA:			
Seating?	Yes - occasional chairs	**Clearly Signed?**	Yes
Is it staffed?	Yes	**Counter?**	Yes - open ended
Do you have hand rails?	No	**Is the area level?**	Yes
Are there any stairs?	Yes but staff only	**Is there wheelchair access?**	Yes
INTERNAL BUILDING ENVIRONMENT			
Is there access to all public areas for wheelchair users? Yes			
WCS			
Are there disabled WCs?	Yes	**Is the access to get to the disabled WCs kept clear?**	Yes
Are the WCs on level access?	Yes	**Are there any stairs?**	Yes

Do doors open in or out?	Out	**Button Release at Wheelchair level?**	No
Single door width approximately?	Please refer to project drawings	**Can a wheelchair user get in and shut the door?**	Yes
Can a wheelchair be reversed alongside the WC?	Yes	**Is there room for a large electric wheelchair?**	Yes
Are there grab rails present?	Yes	**Toilet roll holder within easy reach?**	Yes
Is there an assistance alarm present?	Yes	**Do you provide facilities for visually impaired and blind people such as Braille facilities, larger signs, floor lighting etc?**	No
Do you provide facilities for hard of hearing or deaf people?			
Hearing Loops?	No	**Sign Language?**	No

Sources of advice and consultation:
RRDS Ltd are constantly liaising with the Local Authority and owing to their high turn-over of Building Regulation applications, attendance at seminars, and almost daily contact with Building Control, can confirm that the practice is more than competent in assessing the needs and evaluating the requirements of both customers and clients to meet the guidelines set out by DDA legislation and Building Regulations with regards to the needs of disabled customers and staff.
Please note that the design is limited to internal works criteria only. It is assumed that the develaper has liaised/consulted with various bodies/parties with regard to the new build shell.

Nature and Impact of Environmental Constraints: It is felt that there are not any constraints that restrict preferred access arrangements.

Proposed solutions for overcoming identified constraints: It is felt that there are not any constraints that restrict preferred access arrangements.

What steps have been taken to ensure this information is made available to building occupiers:
As above this is a new build therefore from a Designer's point of view to ensure that the access philosophy particular to the building is fully integrated into the long-term management of the building is very simple in as much as the retail is at one level, the stock at first floor, together with staff facilities, are all accessed by a fully conforming staircase.
As stated previously please refer to the Fire Risk Assessment prepared by Peacocks & Safety Officer.
Peacocks active in this respect and staff will attend an induction-training week at which time they will be fully briefed on matters relating to customer care evacuation etc.

Additional material information: Peacocks a Health & Safety Officer whose responsibilities include the organising of site-specific DDA assessments as and when necessary.

DETAIL DESIGN ITEMS

Site Description:
This is an existing development. Peacocks intend to undertake fit-out works within the shell. Please refer to attached drawings, which indicate the existing and proposed elevation.

Access By:	
Car/Private Vehicle	Car parking access, vehicular access, rail, tube, bus, etc. have been previously covered under the Developer's proposal to create this retail park. As stated the access is limited to internal access only on the assumption that the Developer has addressed any external access issues. No changes are proposed to the existing vehicular access to the unit .
Rail/Tube	
Bus	
Access Route & Outdoor Public Space: N/A	
Main & Alternate Entrance:	
Door & Labby Style	The response to this section is best explained by reference to the drawings. Door open policy exists.
Exterior Signage	Illuminated - please see project drawings.

Accessible WC & Changing Provision: A fully fitted disabled WC is available at the first floor. Changing provisions are available in the form of a fully disabled size changing room. The colours to the WCs are defined by a 30-point colour scale difference between walls, floor and sanitary ware.

Horizontal Circulation: Contrasting colours and signage. Change in floor coverings.

Vertical Circulation: Vertical Circulation is by means of the ambulant disabled stoircose.

Hearing and other aids: The shop does not rely generally on audible communication. Background music is provided although not an essential part of the retail process.

EMERGENCY PROVISIONS

Emergency/Alarm Systems/Fire Philosophy:
As far as the emergency lighting - fire sounders are used, being part of the L1 Category alarm system , these are set to achieve legislative audible levels and at night the emergency light illuminates exit routes.
Regarding the emergency provisions - the philosophy is simple as stated above emergency lighting and fire frequency audible sounds indicate fire alarm operation and activates an evacuation route clearly visible night and day with these high visibility signs and all routes have no locking doors and ramps externally and the staff are trained how to act under an evacuation procedure.
Please refer to the Fire Risk Assessment and information contained on the drawings.

Routes & Refuges:
Emergency lighting/smoke and heat detection will be installed. Fire Evacuation Notice will be displayed.
Please refer to the Fire Risk Assessment and information contained on the drawings.

Stairs & Lift: Please refer to the Fire Risk Assessment and information contained on the drawings.

Signage & Notices:
All will conform to relevant British Standard and will have been approved by the Local Authority Building Control Officer/Approved Building Inspector and the Fire Officer.
Please refer to the Fire Risk Assessment and information contained on the drawings.

Evacuation Planning & Provision:

Employee:	**Visitor:**
Please refer to site specific Fire Risk Assessment and information contained on the drawings and notices produced by Peacocks.	Please refer to site specific Fire Risk Assessment, information contained on the drawings. and notices produced by Peococks. Customers will have the benefit of both visual and audible emergency alarm and trained staff will supervise evacuation.

Equipment:
Please refer to the fire risk assessment and information contained on the drawings.
Portable fire-fighting equipment will be installed. Fire evacuation notices/break-glass contacts will be installed at appropriate locations.
Escape doors will all be capable of being opened in the event of fire alarm actuation or power failure. These doors will not require a 'key' to open.