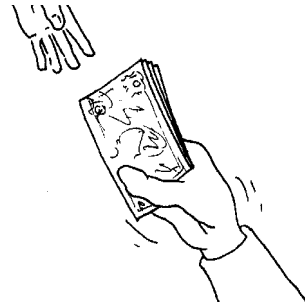


## Part 3 Finding the money for access work

**Part 3 is about finding money for making your building accessible to disabled people.**

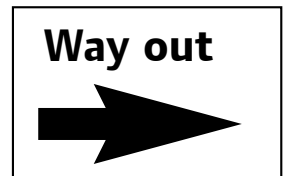
Look at the case studies in the separate guide of this guide, to find out how other organisations got money for access.



Access works to a building don't always cost a lot of money.



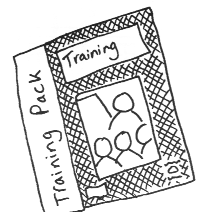
For example you can print your own signs on card.

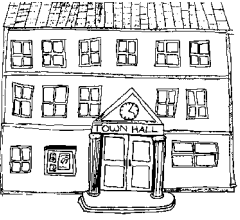


Or you can paint around doors so partially sighted people can see them easily.



Or your organisation could provide Disability Equality Training for its staff.



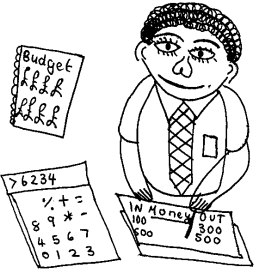


## Big access works

Some organisations will need to do lots of work to their building so it is accessible to everyone.



If you need to make lots of changes to your building, you will need to plan how to get money.



You will also need to get advice from someone who knows about money (funding).

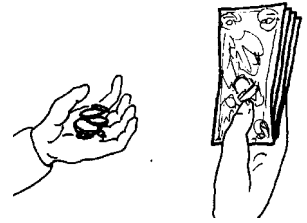


And from an architect who knows about buildings.



To pay for access works to your building, you will need to get money from outside organisations.

You probably won't be able to get all the money from the same place.



If your organisation needs money to make your building accessible, you can ask the National Lottery fund for help.



Or your organisation could save money up to pay for access works.

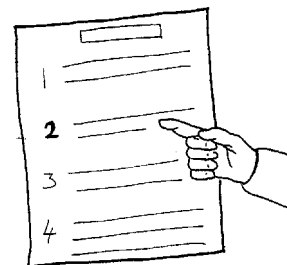


Or you could ask for some money from a charity, like the Bridge House Trust.



### More information

There is more information about funding for access works in the next few pages.




# Outpatients

**G**  
Level



**Way Out**

**Areas 1-5 A & B**  
**Cardiac Unit**  
**Children's Outpatients**  
**Pharmacy** 



**Orange Zone**

**Red Zone**

**Pink Zone**

**Green Zone**

**(Via Bridge Link on Level 1)**

**Please Remember**



LDO11

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## Funding

Finding funds for your access project need not always be as difficult as organisations think it is, but whether you are local council, a health authority or a voluntary sector or faith group, your success will depend on good preparation.

In the introduction to each set of case studies (local authorities, health providers, the voluntary sector, faith communities), you will find some basic guidance about how funding for that sector, and about where the organisations in the case studies found money. On the next pages you will find information about useful websites and publications, and the contact details for some of the main organisations or government departments which fund works to buildings or the environment.

## Making changes on a small budget

Not all access improvements cost a lot of money. Items such as signage, marking out Blue Badge parking spaces for disabled people, repainting doors to provide colour contrast, are not expensive. Moving furniture to create easier access costs nothing. Information need not be expensive: you could use laminated printed cards for signs around your building, or paint signs on the walls – until you can afford permanent signs with raised lettering and Braille. Access can – and should – be done as part of other works. For example a health centre or housing office that is modernising its reception area should use the opportunity to provide a mix of low and higher level counters, good lighting levels and a range of seating for visitors. It might also convert existing toilets into one single accessible cubicle.

Meeting other general duties under the Disability Discrimination Act is also not necessarily expensive: good customer care is rarely about money, mainly about attitude. Providing information in large print or easy words can be done on a computer, taping and Braille are not expensive.

You may be able to use volunteers or people from a training scheme to do basic work: painting, landscaping schemes such

as city farms or other open spaces. If you are a voluntary organisation, you may be able to get materials for free – for example recycled wood or paint.

### **Funding major works**

If the works that are required to your building or buildings are more substantial, you will need to plan what needs doing in some detail.

#### **Don't just focus on physical access to the building.**

In order to provide inclusive access, and to meet your duties under the Disability Discrimination Act, you must look at your overall services and employment practices. What needs to change? What are you doing well already, what are the gaps? How do disabled people access your services? Are staff trained? Do you employ disabled people? These questions will help you put together a disability strategy, of which the building is one element. Funders will ask for this – whether you are a local education authority applying for Schools access Initiative money, or a voluntary sector organisations applying for Lottery money.

#### **Follow good practice, as outlined in this guide:**

- Consultation through empowerment, discussion; draw up plans for change in consultation with disabled people and others.
- Look at what has been done elsewhere. Look at examples of good practice in consultation and design.
- Use the results of consultation and research in your bid for funding. Government and charitable funders will welcome schemes that are the result of community involvement.

#### **Research sources of funding**

There may be more than you thought. There may be specialist officers in your local council or Primary Care Trust who know about where to get funding. Your local library may have a copy of Funder Finder [www.funderfinder.org.uk](http://www.funderfinder.org.uk) which gives details of voluntary sector funding. Or if you are in a designated Neighbourhood Renewal area, talk to their funding officer. [www.neighbourhoodrenewal.gov.uk](http://www.neighbourhoodrenewal.gov.uk)

**Plan ahead**

If necessary, apply for funding to several different sources – almost all of the case studies in this guide did so.

**Prepare your bid well**

Get advice from the experts.

**Example: The Heritage Lottery Fund**

‘We will fund improvements to physical access to historic buildings or sites only if the improvements form part of a wider project and as long as:

- you can show that you have met your obligations as a service provider under the Disability Discrimination Act;
- your application meets the general priorities set out above; and
- the application meets any extra conditions of the particular grant programme which you are applying to.’

‘For us to consider an application for physical access improvements to historic buildings or sites in the context of a wider project, you must:

- have a written access policy
- have carried out an access audit; and
- have an up-to-date access plan with costs and a timetable for putting it into practice.’

*Helping your Application: Thinking about access [www.hlf.org.uk](http://www.hlf.org.uk)*

## Sources of funding

There are many sources of funding for access works:

### Look internally

- Existing money within your organisation: capital budgets, or money from reserves if you are a voluntary organisation. In some cases, you may also be able to use an underspend on another project towards the costs of access works, as long as you agree this with your funding body.

### Look externally

- Funding from central government for health and local authorities and the voluntary sector. This includes regeneration money.
- National Lottery money for the voluntary and public sectors
- NHS money for health providers
- Charitable funding: this is mainly of benefit for the voluntary sector
- Sponsorship by business: voluntary sector groups in particular sometimes ask a local or national business for a contribution towards access works. It is good public relations for the business or company concerned: it helps them show their corporate social responsibility. They might get their name and logo on the organisation's leaflets, but also a more permanent mention in the building itself (for example a plaque with 'this building was made accessible with the generous help of...'). An organisation will of course need to choose companies whose ethos matches theirs, and ensure that the sponsorship is permitted within their terms of reference.

## General information on funding

### Funder Finder

Funder Finder is a database on CD-ROM which helps individuals and non-profit organisations identify charitable trusts for funding. Try typing in key words: 'capital', 'building works', 'disabled access' or 'access works' This will bring up all the trusts and charities that fund these categories.

Phone: 0113 243 3008 or [www.funderfinder.org.uk](http://www.funderfinder.org.uk)

### Directory of Grant Making trusts

Directory of Social Change

24 Stephenson Way, London NW1 2DF 020 7209 5151

e-mail: [books@dsc.org.uk](mailto:books@dsc.org.uk)

The website [www.dsc.org.uk](http://www.dsc.org.uk) includes a database of large and small grants. DSC also produces guides on Arts funding, Sports Funding, and Schools Funding, and a Guide to UK Company Giving.

### Avoiding the Wastepaper Basket – a practical guide for applying to grant making trusts.

Cook, T. London Voluntary Service Council (1996). Includes an example of an application for part of the cost of works to crèche premises.

e-mail: [lvsc@lvsc.org](mailto:lvsc@lvsc.org) website: [www.e-base.u-net.com](http://www.e-base.u-net.com)

### Websites

[www.fundersonline.org](http://www.fundersonline.org)

Online database and information on European funding opportunities.

[www.acf.org.uk](http://www.acf.org.uk)

Website of the Association of Charitable Foundations

[www.fundinginformation.org](http://www.fundinginformation.org) and [www.access-funds.org.uk](http://www.access-funds.org.uk)

Subscription-only information for not-for-profit organisations in the UK

Please note; the following funding streams mentioned in this guide no longer exist: Inclusive Fitness Initiative, City

Challenge. Some Neighbourhood Renewal funding streams come to an end in 2006.

### **National Lottery funds**

National Lottery funding is in the process of changing. The 'good causes' money from the National Lottery is available to voluntary and public sector organisations. It is allocated to different lottery distributors. To decide which Lottery distributor is best for you, go the Lottery Good Causes website [www.lotterygoodcauses.org.uk](http://www.lotterygoodcauses.org.uk). Phone 0845 275 0000.

The Lottery funds do fund capital projects, but will expect organisations to get some of the money from elsewhere.

### **Big Lottery Fund London Regional Office**

Camelford House, 89 Albert Embankment, London SE1 7UF  
Phone: 020 7 587 6609 Minicom: 020 7587 6620  
Enquiries: [lon@biglotteryfund.org.uk](mailto:lon@biglotteryfund.org.uk)  
[www.biglotteryfund.org.uk](http://www.biglotteryfund.org.uk)

### **Sport England**

16 Upper Woburn Place, London WC1H 0QP  
Phone: 08458 508508  
e-mail: [enquiries@sportengland.info](mailto:enquiries@sportengland.info)  
website: [www.sportengland.org](http://www.sportengland.org)

Community investment programme – funding open to any community groups, local councils, and other not-for-profit organisations. Will fund up to 35% of overall project costs on sports revenue or capital schemes including access works.

### **Heritage Lottery Fund**

7 Holbein Place, London SW1W 8NR  
Phone: 020 7591 600 Minicom: 020 7591 6055  
e-mail: [clarec@hlf.org.uk](mailto:clarec@hlf.org.uk) (London enquiries)  
website: [www.hlf.org.uk](http://www.hlf.org.uk)

Funding for 'heritage projects' e.g. access to buildings of historical interest, improvements to museum and gallery collections, oral history projects, archives etc.

### **Community Fund**

Community Fund grant programmes are open to charities and sector organisations whose work enables and encourages people to improve the quality of life in their local communities. Will consider applications for building works.

Application details: Big Advice Line on 0845 4 10 20 30  
<http://www.biglotteryfund.org.uk/programmes.htm>

Medium and large grants: <http://www.c-f.org.uk/about-us/our-grants-programmes/large/index.html>

### **New Opportunities Fund**

1 Plough Place, London EC4A 1DE

Phone: 020 7211 1800/ 0845 000121

Email: [general.enquiries@nof.org.uk](mailto:general.enquiries@nof.org.uk)

Website: [www.nof.org.uk](http://www.nof.org.uk)

Supports projects related to health, education and environment across the UK. Possible source of funding for buildings for local authorities.

### **Arts Council England (London office)**

2, Pear Tree Court, London EC1R 0DS

Phone: 0845 300 6200

Minicom: 020 7973 6564

e-mail: [enquiries@artscouncil.org.uk](mailto:enquiries@artscouncil.org.uk)

website: [www.artscouncil.org.uk](http://www.artscouncil.org.uk)

Arts Capital Programme 020 7973 5177

### **Central Government: Regeneration funding**

Regeneration/regional development

The funding for regeneration schemes is complex. There may be opportunities for funds for public and voluntary sector organisations in the areas covered by the main regeneration schemes e.g. those areas facing high levels of deprivation. Any application for improving access to a building or buildings would need to be made with the aim of promoting the social inclusion of disabled people within the regeneration area.

For more information: ODPM Helpline: 0845 88 83 83

[www.odpm.gov.uk](http://www.odpm.gov.uk). See also [www.regen.net](http://www.regen.net)

Main funding streams for regeneration are:

### **Neighbourhood Renewal**

For information about support for community groups in the Neighbourhood renewal areas, [www.neighbourhoodrenewal.gov.uk/publicationsdetails.asp](http://www.neighbourhoodrenewal.gov.uk/publicationsdetails.asp) and follow the link.

Neighbourhood Renewal Community Programme – small grants, [www.governmentfunding.org.uk](http://www.governmentfunding.org.uk)  
Government Office for London Phone: 020 7217 3169

### **Single Regeneration Budget (SRB)**

Funding for initiatives carried out by Local Partnerships, aimed at tackling social exclusion and promoting equality. A priority is to ‘enhance quality of life for local people’, including by involving them in their communities. In London the Local Partnership is the London Development Agency [www.lda.gov.uk](http://www.lda.gov.uk)

### **New Deal for Communities**

[www.ndc-grants-forms](http://www.ndc-grants-forms)

For information about government grants to the voluntary sector: [www.governmentfunding.org.uk](http://www.governmentfunding.org.uk)

### **Children, young people, education Children’s Fund**

This is a government scheme to improve the lives of children and young people across the UK. Funding for local projects is via the Local Network Fund for Children and Young People. This funding is for local community and voluntary groups, and includes ‘helping children achieve goals other children take for granted’ and tackling ‘isolation and access’.  
<http://www.cypu.gov.uk/corporate/inf/index>

### **Sure Start**

[www.surestart.gov.uk/surestartservices/funding/capitalstrategy](http://www.surestart.gov.uk/surestartservices/funding/capitalstrategy) includes guidance on applying for Sure Start funding for capital works to a nursery building.

## **Schools**

Department for Education and Science Schools Access Initiative

[www.des.gov.uk](http://www.des.gov.uk)

Phone: 020 7925 5543 [john.gormley@dfes.gsi.gov.uk](mailto:john.gormley@dfes.gsi.gov.uk)

A fund for access improvements to primary and secondary schools buildings. £100 Million for 2004-2006. Schools should apply through their Local Education Authority.

For an easy explanation of this funding stream, see:

[www.teachernet.gov.uk/wholeschool/sen/schools/accessibility/sai](http://www.teachernet.gov.uk/wholeschool/sen/schools/accessibility/sai)

## **Grants for the voluntary sector**

See also the Lottery funds and Regeneration, above

### **Association of London Government (ALG)**

Social Policy and Grants Department

591/2 Southwark Street, London SE1

Phone: 020 7934 9999 Fax: 020 7934 9991

e-mail: [tracey.rice@alg.gov.uk](mailto:tracey.rice@alg.gov.uk)

website: [www.alg.org.uk](http://www.alg.org.uk)

The ALG grants programme provides funding to voluntary sector groups serving more than one London borough. Main grants are committed up to March 2007. Organisations currently funded by the ALG can apply for small one off grants (up to £10,000) to enable them to meet their statutory duties, including those under the Disability Discrimination Act. The ALG may from time to time award small grants to organisations which it does not currently fund on an ongoing basis.

### **Bridge House Trust**

Corporation of London,

PO Box 270, Guildhall, London EC2P 2EJ

Phone: 020 7 332 3710 Minicom: 020 7332 3710

[Bridgehoustrust@corpoflondon.gov.uk](mailto:Bridgehoustrust@corpoflondon.gov.uk)

Website: [www.bridgehousegrants.org.uk](http://www.bridgehousegrants.org.uk)

Main grants programme is for voluntary sector groups in London. Access is a priority: access to buildings, making services accessible, and 'improving good practice in access awareness, information and design'. Bridge House Trust requires organisation to consult with disabled people and

commission an access audit before they will consider funding the works. May fund an access audit as a first stage. The Trust will not fund large national public buildings or religious buildings, except if they are mainly used for community, non-denominational activities. The Bridge House small grants programme is for organisations for an income of less than £50,000; grants are for a maximum of £5,000.

### **Lloyds TSB Foundation for England and Wales**

3rd Floor, 4 St Dunstan's Hill, London EC3R 8UL

Phone: 0870 411 12223 minicom; 0870 411 1225

London grants: 020 7478 7262

e-mail: [guidelines@lloydstsbfoundations.org.uk](mailto:guidelines@lloydstsbfoundations.org.uk)

website: [www.lloydstsbfoundations.org.uk](http://www.lloydstsbfoundations.org.uk)

Funding for organisations assisting disabled and disadvantaged people. Support for arts projects that improve participation and access for these groups

Small grants (up to approx. £10,000).

### **The Baring Foundation**

60 London Wall, London EC2M 5TQ

Phone: 020 7767 1348

Email: [baring.foundation@uk.ing.com](mailto:baring.foundation@uk.ing.com)

[www.baringfoundation.org.uk](http://www.baringfoundation.org.uk)

Funding for arts in education, improved access to the arts and the exchange of knowledge and skills in the arts sector.

For more information on funding for arts organisations, see *A guide to alternative funding opportunities* [www.artscouncil.org.uk](http://www.artscouncil.org.uk)

### **Future builders**

Phone: 0191 261 5200

e-mail: [Info@futurebuilders-england.org.uk](mailto:Info@futurebuilders-england.org.uk)

Website: [www.futurebuilders-england.org.uk](http://www.futurebuilders-england.org.uk)

A £125 Million fund for the voluntary sector set up by Government to improve service delivery through long-term investment in the voluntary sector. First round of applications should be submitted by October 2004.

**Comic Relief**

6th floor, 89 Albert Embankment, London SE1 7TP

Phone: 020 7820 5555 Minicom: 020 7820 5579

e-mail: [red@comicrelief.com](mailto:red@comicrelief.com)

website: [www.comicrelief.org.uk](http://www.comicrelief.org.uk)

Running costs and capital grants to voluntary sector groups. Strong focus on marginalised groups. For current priorities, see the website.

**Small grants for the voluntary sector**

For information on small grants, see also the website of the Directory of Social Change

[www.dsc.org.uk/charityexchange/smallgrants.html](http://www.dsc.org.uk/charityexchange/smallgrants.html)

**ADAPT Trust**

Wellpark, 120 Sydney St, Glasgow G31 1JF

Phone: 0141 556 2233 Minicom: 0141 556 7799

Email: [adapt.trust@virgin.net](mailto:adapt.trust@virgin.net)

website: [www.adapttrust.co.uk](http://www.adapttrust.co.uk)

Small grants to improve access to art venues. Priorities given to arts organisations that are not eligible for larger grants.

**Awards for All (London Region)**

9th floor, Camelford House, Albert Embankment, London SE1 7UF

Phone: 0845 600 2040 Minicom: 020 7587 6620

[www.awardsforall.org.uk/england/london/london\\_focus.html](http://www.awardsforall.org.uk/england/london/london_focus.html).

Small grants of up to £5,000 for voluntary groups. Have funded minor access works, for example to halls or meeting spaces. Priorities include projects to benefit disabled people and Black and Minority ethnic communities, including refugees and asylum seekers.

**People's Places – Green Spaces and Sustainable Communities**

Opportunities for local people to make a difference to their community by transforming a derelict, under-used or unsightly building or area of land into an environmental resource for everyone to enjoy.

**BTCV (British Trust for Conservation Volunteers)**

Delivering over £6 million on behalf of the Big Lottery Fund for 1000 People's Places projects in England running until 2006. Grants up to £10,000 website; Helpline phone: 01491 821621 e-mail: [peoples-places@btcv.org.uk](mailto:peoples-places@btcv.org.uk) website: [www.btcv.org/ppawards](http://www.btcv.org/ppawards)



## Appendix

### Resources on access and consultation

#### Organisations: General

##### **Greater London Authority**

City Hall, The Queen's Walk, London SE1 2AA  
Phone: 020 7 983 4100 Minicom: 020 7983 4458  
e-mail: [enquiries@london.gov.uk](mailto:enquiries@london.gov.uk)  
website: [www.london.gov.uk](http://www.london.gov.uk)

##### **Association of London Government**

59 1/2 Southwark Street, London SE1 0AL  
Phone: 020 7934 9999  
e-mail: [info@alg.gov.uk](mailto:info@alg.gov.uk) website: [www.alg.gov.uk](http://www.alg.gov.uk)

##### **Local Government Association**

Local Government House  
Smith Square, London SW1P 3HZ  
Phone: 020 7664 3131 Fax: 020 7664 3030  
Email: [info@lga.gov.uk](mailto:info@lga.gov.uk) website: [www.lga.gov.uk](http://www.lga.gov.uk)

##### **Disability Rights Commission**

Helpline for disabled people, employers and service providers:  
Phone: 08457 622 633  
Minicom: 08457 622644 Fax 08457 778 878  
For e-mail, follow the links on the website to the DRC helpline  
and fill in the on-line assistance box  
Website: [www.drc-gb.org](http://www.drc-gb.org)

##### **Employers Forum on Disability**

Nutmeg House, 60 Gainsford Street, London SE1 2NY  
Phone: 020 7403 3020 Minicom: 020 7403 0040  
e-mail: [enquiries@employers-forum.co.uk](mailto:enquiries@employers-forum.co.uk)  
website: [www.employers-forum.co.uk](http://www.employers-forum.co.uk)  
The helpline provides advice and guidance on disability in the  
workplace and on serving disabled customers.

## Voluntary sector (General)

### London Voluntary Service Council

356 Holloway Road, London N7 6PA

Phone: 020 7800 8108 Text: 020 7 800 8163

e-mail: [lvsc@lvsc.org](mailto:lvsc@lvsc.org) website: [www.e-base.u-net.com](http://www.e-base.u-net.com)

Links to Voluntary Service Councils and community organisations in the London boroughs

### Black Londoners Forum

18a Victoria Park Square, London, E2 9PB

Phone: 020 8709 9781 Fax: 020 8983 6830

e-mail: [info@blacklondon.org.uk](mailto:info@blacklondon.org.uk)

website: [www.blacklondon.org.uk](http://www.blacklondon.org.uk)

Policy, advice. Links to Black and Minority Ethnic organisations in London

### Consortium of Lesbian, Gay, Bisexual Organisations

2nd Floor, 13-27 Brunswick Place, .

London N1 6DX

Phone: 020 7490 2365 Fax: 020 7490 2366

e-mail: [admin@clgb.org.uk](mailto:admin@clgb.org.uk)

Over 400 LGBT member groups, including many in London.

## Voluntary sector: disability organisations

### A. Organisations of disabled people

Organisations controlled and run by disabled people.

### London Access Forum

c/o RADAR, 12 City Forum, 250 City Road,

London EC1V 8AF

Phone: 020 7566 0114 Minicom: 020 7 250 4119

e-mail: [radar@radar.org.uk](mailto:radar@radar.org.uk) or [accessforum@london.gov.uk](mailto:accessforum@london.gov.uk)

for contact with local Access Groups in London. The Forum also advises the Greater London Authority on access aspects of strategic planning applications.

### Greater London Action on Disability (GLAD)

336 Brixton Road, London SW9 7AA

Phone: 020 7 346 5800 Minicom: 020 7326 4554  
e-mail: [info@glad.org.uk](mailto:info@glad.org.uk) website: [www.glad.org.uk](http://www.glad.org.uk)  
London's umbrella organisation of disabled people.  
Information, policy and campaigning, training, and access audit service. Member groups include borough associations and grassroots organisations of Black and Minority Ethnic disabled people and lesbian, gay, bisexual and transgender disabled people, and mental health system user/survivors.

### **National People First**

3rd floor, 299 Kentish Town Road, London NW5 2TJ  
Phone: 020 7485 6660 Fax:020 7485 6664  
e-mail: [general@peoplefirstltd.com](mailto:general@peoplefirstltd.com)  
website: [www.peoplefirstltd.com](http://www.peoplefirstltd.com)  
The national organisation of people with learning difficulties.  
There are People First groups in a number of London boroughs.

### **British Deaf Association**

1-3 Worship Street, London EC2 2AB  
Minicom: 020 7588 3529 Phone:020 7588 3520  
e-mail: [helpline@bda.org.uk](mailto:helpline@bda.org.uk) website: [www.britishdeafassociation.org.uk](http://www.britishdeafassociation.org.uk)  
National organisation of Deaf people who use Sign Language as their first language. There are local Deaf People's Association in some London boroughs, as well as Deaf clubs.

### **London Ethnic Minority Deaf Association**

Stratford Advice Arcade, 107-109 The Grove  
London, E15 1HP  
Phone: 020 8522 1842 Fax: 020 8522 1842  
Email: [lemda@lemda.org.uk](mailto:lemda@lemda.org.uk)

### **REGARD**

National organisation of disabled lesbians, gay men and bisexuals.  
BM Regard, London WC1N 3XX  
e-mail: [secretary@regard.org.uk](mailto:secretary@regard.org.uk)  
website: [www.regard.org.uk](http://www.regard.org.uk)

### **Arstline**

54 Chalton Street, London NW1 1HS

Phone: 020 7388 2227 Minicom: 020 7 388 2227

e-mail: [access@artsline.org.uk](mailto:access@artsline.org.uk) Website: [www.artsline.org.uk](http://www.artsline.org.uk)

Advice and information on access to entertainment, leisure and the arts. Cultural diversity project and youth project. 'Attitude is Everything' project working to improve access to live music venues. On line database of 450+ venues in London [www.artslineonline.com](http://www.artslineonline.com). Training and access audit service.

### **Shape London**

LVS Resource Centre,

356 Holloway Road, London N7 6PA

Phone: 020 7 619 6160 Minicom: 020 7 619 6161

e-mail: [info@shapearts.org.uk](mailto:info@shapearts.org.uk)

Website: [www.shapearts.org.uk](http://www.shapearts.org.uk)

Arts development; Deaf arts. Training and access audit service to the arts sector in London.

### **DaRT – the Accessible Transport Users Association**

Room 210, The Colourworks, 2 Abbott Street

London E8 3DP Phone: 020 7241 2111

e-mail: [dart@transportforall.com](mailto:dart@transportforall.com) website: [www.transportforall.com](http://www.transportforall.com)

Association of users of accessible transport in London; links with borough based Mobility Forums and local disabled and older people's groups.

### **B. National disability and older people's charities who have contact with local groups in London.**

These are usually groups for people with a specific impairment or condition, and for their families. Not all local groups will want to get fully involved in an access project, but they may have some comments to offer about your services or your building.

### **Mind: The Mental Health Charity**

Granta House, 15- 19 The Broadway, E15 4BQ

Phone: 020 8519 2122 Information: 0845 766 0163

e-mail: [contact@mind.org.uk](mailto:contact@mind.org.uk) website: [www.mind.org.uk](http://www.mind.org.uk)

Local groups in many London boroughs.

## **Age Concern London**

54 Knatchbull Road, London SE5 9QY

Phone: 020 7820 6770

e-mail: [general@aclondon.org.uk](mailto:general@aclondon.org.uk)

website: [www.aclondon.org.uk](http://www.aclondon.org.uk)

Organisation working with older people across Greater London.

Local groups in many boroughs.

## **Mencap**

123 Golden Lane, London EC1Y 0RT

Phone: 020 7454 0454 Minicom: 0808 808181

e-mail: [information@mencap.org.uk](mailto:information@mencap.org.uk)

website: [www.mencap.com](http://www.mencap.com)

Mencap works with people with learning difficulties and their families. Local groups across Greater London.

## **Royal National Institute of the Blind (RNIB)**

105 Judd Street, London WC1H 9NE

Phone: 020 7388 1266 Fax: 020 7388 2034

E-mail: [rnib@rnib.org.uk](mailto:rnib@rnib.org.uk) website: [www.rnib.org.uk](http://www.rnib.org.uk)

## **Royal National Institute for Deaf People**

19-23 Featherstone Street, London EC1Y 8SL

Phone: 0207 296 8000 Minicom: 020 7296 8001

e-mail: [informationline@rnid.org.uk](mailto:informationline@rnid.org.uk)

Website: [www.rnid.org.uk](http://www.rnid.org.uk)

## **Scope**

6 Market Road, London N7 9PW

Phone: 020 7619 7100

e-mail: [cphelpline@scope.org.uk](mailto:cphelpline@scope.org.uk)

website: [www.scope.org.uk](http://www.scope.org.uk)

Organisation working with people with cerebral palsy and their families. Local groups across Greater London

## Access, design and planning

### Access Association

[www.access-association.org.uk](http://www.access-association.org.uk)

Support to access professionals; useful for contact with access officers in your area.

### Centre for Accessible Environments

70 South Lambeth Road, London SW8 1RL

Phone and minicom: 020 7840 0125

email: [info@cae.org.uk](mailto:info@cae.org.uk) website: [www.cae.org.uk](http://www.cae.org.uk)

Information, advice and consultation on access and inclusive design.

**See also GLAD, Artsline, Shape**

### Royal Institute of British Architects

The RIBA run website [www.architecture.com](http://www.architecture.com)

includes a useful section on finding an architect

Planning Aid for London

Unit 2, 11-29 Fashion Street, London E1 6PX

Phone: 020 7247 4900 Fax: 0207247 8005

E-mail: [info@planningaidforlondon.org.uk](mailto:info@planningaidforlondon.org.uk)

Website: [www.pafl.org.uk](http://www.pafl.org.uk)

Advice on planning issues and planning law

### CABE

The Tower Building 11 York Road London SE1 7NX

Phone: 020 7960 2400 Fax: 020 7960 2444

[enquiries@cabe.org.uk](mailto:enquiries@cabe.org.uk)

Website: [www.cabe.org.uk](http://www.cabe.org.uk)

Public body funded by Government to promote good design in the built environment. Priorities include 'involving the public in shaping their own environments'.

## Organisations providing access, audits and training

The following are not-for-profit organisations providing a professional access audit service and training on access or on disability equality to the voluntary and public sector. This is not an exhaustive list. Some addresses are already listed in the previous section.

### Access Audits

#### **ADAPT Trust**

Wellpark, 120 Sydney St, Glasgow G31 1JF

Phone: 0141 556 2233 Minicom: 0141 556 7799

Email: [adapt.trust@virgin.net](mailto:adapt.trust@virgin.net) website: [www.adapttrust.co.uk](http://www.adapttrust.co.uk)

Access audits for arts organisations

Artsline access@artsline.org.uk 020 7388 2227

Audits for service providers, with a focus on arts, entertainment and allied sectors.

#### **Centre for Accessible Environments**

Phone and minicom: 020 7840 0125

email: [info@cae.org.uk](mailto:info@cae.org.uk) website: [www.cae.org.uk](http://www.cae.org.uk)

#### **Disability Action Islington**

91 Upper Street, London N1

Phone: 020 7226 0137 Minicom: 020 7359 1891

e-mail: [daii@compuserve.com](mailto:daii@compuserve.com)

#### **Greater London Action on Disability**

Director of Policy and projects: [b.ellis@glad.org.uk](mailto:b.ellis@glad.org.uk)

Phone: 020 7 348 5800 Minicom: 020 7346 8844

Website: [www.glad.org.uk](http://www.glad.org.uk)

#### **Harrow Association of Disabled People**

3rd floor, Premier House, 1 Canning Road,

Wealdstone, Harrow HA3 7TS

Phone: 861 9920 Minicom: 020 8 861 4547

e-mail: [n.baker@had.org.uk](mailto:n.baker@had.org.uk) website: [www.had.org.uk](http://www.had.org.uk)

### **JMU Access Partnerships**

105 Judd Street, London WC1H 9NE  
Phone: 020 7391 2059 fax: 020 7387 7109  
e-mail: [jmu@rnib.org.uk](mailto:jmu@rnib.org.uk)

### **National Register of Access Consultants**

[www.nrac.org.uk](http://www.nrac.org.uk)  
A national register of access auditors or consultants.  
Phone: 020 7234 0434 Minicom: 020 7357 8182  
Email: [marynoble@nrac.org.uk](mailto:marynoble@nrac.org.uk) Website: [www.nrac.org.uk](http://www.nrac.org.uk)

### **Shape London**

[info@shapearts.org.uk](mailto:info@shapearts.org.uk) 020 7619 6160  
Access audits for the arts sector in London.

## **Training**

The following are not-for-profit organisations offering training on disability equality and on access

### **Artsline**

[www.artsline.org.uk](http://www.artsline.org.uk)  
Disability Equality Training for service providers, with a focus on arts, entertainment and allied sectors

### **British Council of Disabled People**

Phone: 01332 295551 minicom; 01332 295581  
e-mail: [bcodp@bcodp.org.uk](mailto:bcodp@bcodp.org.uk) website: [www.bcodp.org.uk](http://www.bcodp.org.uk)  
Disability Equality Training for private, public and voluntary sector employers and service providers

### **Centre for Accessible Environments**

Training for access auditors. General training on Part M, the Disability Discrimination Act, Reading Plans, Access Audits and specific aspects of access.  
Phone and minicom: 020 7840 0125  
email: [info@cae.org.uk](mailto:info@cae.org.uk) website: [www.cae.org.uk](http://www.cae.org.uk)

## **Greater London Action on Disability**

Training on Disability Equality, Race and Disability, Disability Discrimination Act, Accessible Meetings and Information, Inclusive Access, for employers and service providers in the public, voluntary and private sectors [www.glad.org.uk](http://www.glad.org.uk)  
[info@glad.org.uk](mailto:info@glad.org.uk)

Phone: 020 7 348 5800 Minicom: 020 7346 8844

## **Shape London**

[www.shapearts.org.uk](http://www.shapearts.org.uk)



## Publications and resources

### Consultation

*Greater London Authority Equalities Toolkit*

[www.london.gov.uk/publications/equalities.jsp](http://www.london.gov.uk/publications/equalities.jsp)

Advice on accessible meetings and information (pages 12-22).

Useful resources include Sign Language agencies and translation and transcription services.

*Getting It Right – including disabled people in communication and consultation.* P. Cortese and L. Nardini for Kirklees Metropolitan Council

Available from: LARIA (Local Authorities Research and Intelligence Unit), 9 Cortland Road, Nunthorpe, Middlesborough TS7 0JX

Phone: 01642 316576

[www.laria.org.uk/content/articles/getting-\\_it\\_right,htm](http://www.laria.org.uk/content/articles/getting-_it_right,htm)

*Consulting Disabled People; A practical guide for Leeds City Council Departments.* Leeds City Council Equal Opportunities Unit (2002)

Phone: 0113 2474188 Text: 0113 2243589

e-mail: [equalopps@leeds.gov.uk](mailto:equalopps@leeds.gov.uk)

*How to start an access group* (1997)

*Access group membership* (1998)

RADAR [www.radar.org.uk](http://www.radar.org.uk)

*Involving service users and carers in local services: guidelines for social services departments and others.* Harding T., Oldman H.

London: National Institute for Social Work (1996)

<http://www.elsc.org.uk/usersandcarers/involving/inv.htm>

*Has service user participation made a difference to social care services?* Carr, S. Social Care Institute for Excellence (2004).

[www.scie.org.uk](http://www.scie.org.uk)

*Patient and Public Involvement in Health: the evidence of policy implementation.* Farrell, C. Department of Health (2004).

<http://www.dh.gov.uk>

## Accessible information

*For information about transcription service for Braille, tape and large print, see the GLA Equalities Toolkit:*  
[www.london.gov.uk/publications/equalities.jsp](http://www.london.gov.uk/publications/equalities.jsp)

*Planning an accessible event.* Free briefing sheets on accessible venues in London, access to meetings, language and disability, transport etc. [www.glad.org.uk](http://www.glad.org.uk)

*Picture banks to help make information accessible to people with learning difficulties from:*

CHANGE Picture Bank CD Rom and Pack  
From CHANGE, Unit 19020 Unity Business Centre  
26 Roundhay Road, Leeds LS7 1AB  
Phone: 0113 243 020 Minicom: 0113 243 2225  
e-mail: [changepeople@btconnect.com](mailto:changepeople@btconnect.com)

People First CD ROM and pack:  
Phone: 020 7485 6660 Fax: 020 7485 6664  
e-mail: [general@peoplefirstltd.com](mailto:general@peoplefirstltd.com)  
website: [www.peoplefirstltd.com](http://www.peoplefirstltd.com)

## Access

### Access and Planning

*The London Plan: Spatial Development Strategy for Greater London.* Mayor of London (February 2004)  
[www.london.gov.uk/mayor/strategies/sds/londonplan](http://www.london.gov.uk/mayor/strategies/sds/londonplan)

*Greater London Authority (2004), Supplementary Planning Guidance; Accessible London: achieving an inclusive environment.* Greater London Authority (2004)  
[www.london.gov.uk/mayor/strategies/sds/accessible\\_london.jsp](http://www.london.gov.uk/mayor/strategies/sds/accessible_london.jsp)  
Guidance on Access Statements. Disability Rights Commission (2004)  
[www.drc-gb.org/accessandservices/bizdetails.asp](http://www.drc-gb.org/accessandservices/bizdetails.asp)

*Planning and access for disabled people – a good practice guide.* Office of the Deputy Prime Minister. (2003)  
[www.odpm.gov.uk](http://www.odpm.gov.uk) or from ODPM Publications 0870 1226 236

## Access standards and design

*The Building Regulations 2000. Approved Document M: access to and use of buildings, 2004 edition.*

Office of the Deputy Prime Minister (2004)

*BS 8100: 2001 Code of Practice for design of buildings and their approaches to meet the needs of disabled people.*

British Standards Institute (2001)

*Designing to Enable - Improving access through consultation.*

Gateshead Access Panel (2001)

J30 The Avenues, 11th Avenue North, Team Valley Trading Estate, Gateshead NE11 0NJ

Phone: 0191 443 0058 Fax: 0191 487 7298

e-mail: gatesaccess@dial.pipex.com

website: [www.access.gateshead.dsl.pipex.com](http://www.access.gateshead.dsl.pipex.com)

Access design manual written by disabled people, in an easy format with clear black and white drawings

*Designing for Inclusion in an Accessible London:*

Access Policy. Greater London Action on Disability (2003)

[www.glad.org.uk](http://www.glad.org.uk) (For full address see Organisations). GLAD's access standards and guidance on inclusive access for London.

Centre for Accessible Environments Publications:

*Designing for Accessibility* (2004) (with RIBA)

*Good Loo Design Guide.* (2004) (with RIBA)

*Access by Design.* Journal.

[www.cae.org.uk](http://www.cae.org.uk) (for more details, see Organisations)

*Creating an Inclusive Environment - a report on improving the Built Environment.* Disability Rights Commission (2003)

<http://www.drc-gb.org>

*Barrier free design - a manual for building designers and managers.* Holmes-Siedle, J. Butterworth Architecture (1996)

*Inclusive mobility - a guide to best practice on access to pedestrian and transport infrastructure.* Department for

Transport (2002) DfT free literature line 0870 1226 236 or  
[www.mobility-unit.dft.gov.uk](http://www.mobility-unit.dft.gov.uk)  
<http://www.dptac.gov.uk/pubs.htm>

*Good signs – Improving signs for people with a learning disability.* Disability Rights Commission (March 2004)

*The Access Manual: Auditing and Managing Inclusive Building Environments.* A. Sawyer and K. Bright. Marston Books. (2004)  
01235 465500

### **Access guidance – specific buildings**

*Access for Disabled People.* Sport England (2003)  
Phone: 08458 508508  
Publications: 0870 5210 255 Fax: 0207 383 5740  
e-mail: [Info@sportengland.org.uk](mailto:Info@sportengland.org.uk)  
[www.sportengland.org](http://www.sportengland.org)

*Access to Health Service Premises: Audit Checklist*  
NHS Executive (1998) [www.dh.gov.uk](http://www.dh.gov.uk)

*Widening the eye of the needle: access to church buildings for people with disabilities.* Penton, J. (2nd Edition, 2001).  
Available from Church House Bookshop via  
<http://www.chbookshop.co.uk/>

*DPTAC Access directory: An online directory of access guidance provided by the Disabled Persons' Transport Advisory Committee.* [www.dptac.gov.uk/accessdir.htm](http://www.dptac.gov.uk/accessdir.htm)

### **London local authority access guidance**

The following London boroughs have published their own access guidance and standards that are relevant to public and voluntary sector organisations.

Corporation of London: Designing an accessible city: Offices (1998). Retail premises (1991) [www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk)  
Ealing: Accessible Ealing (1994) [www.ealing.gov.uk](http://www.ealing.gov.uk)  
Greenwich: Designing for disabled people (1994)  
[www.greenwich.gov.uk](http://www.greenwich.gov.uk)

Hounslow: Think access: designing for people with disabilities. (1989) [www.hounslow.gov.uk](http://www.hounslow.gov.uk)

Newham: No barriers. Design guidance notes. [www.newham.gov.uk](http://www.newham.gov.uk)

Westminster: Mobility Guide: a design guide for architects and developers (1989) [www.westminster.gov.uk](http://www.westminster.gov.uk)

Waltham Forest: Access for All: Public Buildings (1997) [www.walthamforest.gov.uk](http://www.walthamforest.gov.uk)

## Disability Discrimination Act and Disability Equality

*Disability Discrimination Act* (1995)

*Special Educational Needs and Disabilities Act* (2001)

The Stationery Office [www.legislation.hmso.gov.uk](http://www.legislation.hmso.gov.uk)

See also <http://www.drc-gb.org/thelaw/thedda.asp>

*Disability Rights Commission publications:*

[www.drc-gb.org/publicationsandreports/publicationdetail.asp](http://www.drc-gb.org/publicationsandreports/publicationdetail.asp)

For information about the DRC's Open 4 All 2004 campaign:

[www.drc-gb.org/open4all.org.uk](http://www.drc-gb.org/open4all.org.uk)

*2004 - What It Means to You: Service Providers*

*Code of practice – Rights of access, goods, facilities, services and premises* (Disability Discrimination Act 1995). (2002)

Access to Services. Disability Equality in Local Government, Local Government Association and Disability Rights Commission (2003)

*You can make a difference. Improving hospital services for disabled people.* NHS and Disability Rights Commission 2004.

[www.dh.gov.uk/publications](http://www.dh.gov.uk/publications)

Orderline: phone 08701 555 455 text: 08700 102 870

*Department of Health Equality and Diversity Policy and Guidance*

[www.dh.gov.uk/PolicyandGuidance/equalityandDiversity](http://www.dh.gov.uk/PolicyandGuidance/equalityandDiversity)

*Fair Treatment A Survey of Disability Access Policies in Primary*

*Care Trusts.* Champion, J. Leonard Cheshire: London (2003)  
[www.leonardcheshire.org.uk](http://www.leonardcheshire.org.uk)

*Disability Discrimination Act 1995: Working towards 2004 – making arts organisations more accessible.*  
Arts Council (2003) [www.artscouncil.org.uk](http://www.artscouncil.org.uk)

*Toolkit for local government employers.* Employers Association for Local Government [www.lg-employers.gov.uk/dialog/disability/toolkit](http://www.lg-employers.gov.uk/dialog/disability/toolkit)

*Open for Business- Taking the risk out of 2004.*  
Bonnet. D et al. Employers forum on Disability, London (2003)  
[www.employers-forum.co.uk](http://www.employers-forum.co.uk)

*Resource: Disability Directory for Museums and Galleries.*  
Council for Museums, Archives and Libraries (2001)  
<http://www.resource.gov.uk> Phone:020 7273 1444

*Our Rights, Our Choices: meeting the information needs of black and minority ethnic disabled people. Laying the foundations for black and minority ethnic organisations.* DRC and Council for Education in Racial Equality in Scotland. (2004)  
[www.drc-gb.org](http://www.drc-gb.org)

*Inclusive Citizenship: Social Equality for Disabled People.*  
Heaven C., Knight J., Christie, I. Leonard Cheshire: London (2002)

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## Footnotes

- <sup>1</sup> The Building Regulations 2000. Approved Document M; access to and use of building 2004 edition, Office of the Deputy Prime Minister (2004)
- <sup>2</sup> Disability Rights Commission estimates based on Family Resources Survey 2002-2003
- <sup>3</sup> Disability Discrimination Act: Working Towards 2004 – making arts organisations more accessible, Arts Council, 2003
- <sup>4</sup> Supplementary Planning Guidance, Accessible London; achieving an inclusive environment, Greater London Authority, 2004
- <sup>5</sup> Designing to enable – Improving access through consultation, Gateshead Access Panel, 2001
- <sup>6</sup> Guidance on access statement, Disability Rights Commission, 2004
- <sup>7</sup> Supplementary Planning Guidance, Accessible London; achieving an inclusive environment, Greater London Authority, 2004
- <sup>8</sup> DPTAC Access Directory: an online directory of access guidance provided by the Disabled Persons Transport Advisory Committee
- <sup>9</sup> Planning and Access for Disabled People A good practice guide, Office of the Deputy Prime Minister, 2003
- <sup>10</sup> Guidance on Access Statements, Disability Rights Commission, 2004
- <sup>11</sup> Design of building and their approaches to meet the need of disabled people – code of practice, British Standards Institute, 2001
- <sup>12</sup> Code of practice – Rights of access, goods, facilities, services and premises (Disability Discrimination Act 1995), Disability Rights Commission, 2002
- <sup>13</sup> Code of practice – duties of employers, Disability Rights Commission, 2002
- <sup>14</sup> Code of practice – Rights of access, goods, facilities, services

and premises (Disability Discrimination Act 1995), Disability Rights Commission, 2002

<sup>15</sup> Code of practice – Rights of access, goods, facilities, services and premises (Disability Discrimination Act 1995), Disability Rights Commission, 2002

<sup>16</sup> Code of practice – Rights of access, goods, facilities, services and premises (Disability Discrimination Act 1995), Disability Rights Commission, 2002

<sup>17</sup> Access to services – Disability Equality in Local Government, Local Government Association and Disability Rights Commission, 2003

<sup>18</sup> Access to services – Disability Equality in Local Government, Local Government Association and Disability Rights Commission, 2003

<sup>19</sup> Press Notice, Disability Rights Commission, 2003

<sup>20</sup> Access to services – Disability Equality in Local Government, Local Government Association and Disability Rights Commission, 2003

<sup>21</sup> Planning and Access for Disabled People A good practice guide, Office of the Deputy Prime Minister, 2003

<sup>22</sup> A guide for councillors for funding, Local Government Association,

<sup>23</sup> Patient and public involvement, Department of Health, 2004

<sup>24</sup> The Disability Discrimination Act and Primary Care Trusts, Disability Rights Commission/NHS, 2004

<sup>25</sup> Fair Treatment; A survey of Disability Access Policies in Primary Care Trusts, Campion, J, Leonard Cheshire Foundation, 2003

<sup>26</sup> 2004 NHS Services Report, Guide Dogs for the Blind Association, 2004

<sup>27</sup> The NHS – Health for all? Mencap, 1998

- <sup>28</sup> Strengthening Accountability Guidance, Department of Health
- <sup>29</sup> Framework for Partnership Action on Disability 2004/05, Department of Health
- <sup>30</sup> Fair Treatment; A survey of Disability Access Policies in Primary Care Trusts, Campion, J, Leonard Cheshire Foundation, 2003
- <sup>31</sup> Code of practice – Rights of access, goods, facilities, services and premises (Disability Discrimination Act 1995), Disability Rights Commission, 2002
- <sup>32</sup> Consulting disabled people; A practical guide for Leeds City Council Departments, Leeds City Council Equalities Unit, 2002
- <sup>33</sup> Code of practice – Rights of access, goods, facilities, services and premises (Disability Discrimination Act 1995), Disability Rights Commission, 2002
- <sup>34</sup> Equalities Toolkit, Greater London Authority, 2002
- <sup>35</sup> Has service user participation made a difference to social care services? Carr, S., Social Care Institute of Excellence, 2004
- <sup>36</sup> Guidance on Access Statements, Disability Rights Commission, 2004
- <sup>37</sup> Supplementary Planning Guidance, Accessible London; achieving an inclusive environment, Greater London Authority, 2004
- <sup>38</sup> Guidance on Access Statements, Disability Rights Commission, 2004

## Other formats and languages

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### Vietnamese

Nếu bạn muốn có bản tài liệu này bằng ngôn ngữ của mình, hãy liên hệ theo số điện thoại hoặc địa chỉ dưới đây.

### Greek

Αν θέλετε να αποκτήσετε αντίγραφο του παρόντος εγγράφου στη δική σας γλώσσα, παρακαλείστε να επικοινωνήσετε τηλεφωνικά στον αριθμό αυτό ή ταχυδρομικά στην παρακάτω διεύθυνση.

### Turkish

Bu belgenin kendi dilinizde hazırlanmış bir nüshasını edinmek için, lütfen aşağıdaki telefon numarasını arayınız

### Punjabi

### Hindi

यदि आप इस दस्तावेज की प्रति अपनी भाषा में चाहते हैं, तो कृपया निम्नलिखित नंबर पर फोन करें अथवा नीचे दिये गये पते पर संपर्क करें

### Bengali

আপনি যদি আপনার ভাষায় এই দলিলের প্রতিলিপি (কপি) চান, তা হলে নীচের ফোন নম্বরে বা ঠিকানায় অনুগ্রহ করে যোগাযোগ করুন।

### Urdu

اگر آپ اس دستاویز کی نقل اپنی زبان میں چاہتے ہیں، تو براہ کرم نیچے دئے گئے نمبر پر فون کریں یا دیئے گئے پتے پر رابطہ کریں

### Arabic

إذا أردت نسخة من هذه الوثيقة بلغتك، يرجى الاتصال برقم الهاتف أو مراسلة العنوان أدناه

### Gujarati

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