



Access statement content guidance

This note sets out the requirement of the content of an access statement and provides advice about what the GLA expects to be included. This is not an exhaustive list and we recommend you seek guidance from the links below. The note is intended to encourage the applicant to think about access and inclusive design issues holistically.

Design and Access statements explain the design thinking behind an application, to show that the applicant has thought carefully about the design of the development given its context, has integrated considerations of inclusive design, sustainable design and construction and energy efficiency throughout the process, and has continually considered how everyone, including disabled people, older people and young children will be able to use the places and spaces that are proposed.

The expectation is that any proposal referred to the Mayor will aim for the highest standards (not just the minimum) and the accompanying design and access statement should illustrate how the proposal meets these requirements and justifies the decisions taken, especially any deviation from accepted good practice.

Design and access policies can be found in chapter 7 of the London Plan. The key policies are Policy 7.1 'Building London's Neighbourhoods and Communities' and Policy 7.2 'An Inclusive Environment'. Accessible housing policies can be found in chapter 3. The key policies are Policy 3.5 'Quality and Design of Housing Developments' and 3.8 'Housing Choice'. See The London Plan Spatial Development Strategy for Greater London July

2011

<http://www.london.gov.uk/priorities/planning/publications/the-london-plan>.

Further information on inclusive design can be found in the Supplementary Planning Guidance 'Accessible London: achieving an inclusive environment'.

<http://www.london.gov.uk/priorities/planning/publications/accessible-london-achieving-an-inclusive-environment>.

Advice on how to write read and use design and access statements is available from CABI www.designcouncil.org.uk.

Key questions when preparing an access statement:

1. Have you followed the CABI advice on the content of an access statement and explained how the physical characteristics of the scheme have been informed by a rigorous process which includes assessment, involvement, evaluation and design?
2. Have you included information on how your proposal addresses amount, layout, scale, landscaping, appearance, vehicular and transport access, and inclusive access?
3. Has the approach to inclusive access infused the whole document rather than being limited to the access part of the statement? For example have you addressed inclusive design in your descriptions of the uses and the amount of development proposed, the layout on site, the scale of buildings and spaces, in the landscaping

details, and in how a good appearance will be achieved and maintained?

4. Has the access element of the statement explained how you are meeting inclusive design principles? The principles of inclusive design (They include you)' which is www.designcouncil.org.uk

5. Does your access statement clearly demonstrate:

- a commitment to inclusive design;
- the philosophy and approach to inclusive design;
- set out your strategy to achieve inclusive access;
- how local planning authority access policies have been taken into account;
- the key access issues of the particular scheme;
- the sources of advice and guidance used;
- consultation outcomes;
- how the principles of inclusive design have been embedded into the scheme;
- how inclusion will be maintained and managed.

6. Does your access statement:

- highlight specific provision for disabled people;
- incorporate the recommendations of access officers and local access groups;
- aim for the highest standards not the minimum;
- justify any deviation from accepted good practice;
- explain the relationship between design and management;
- highlight issues of ongoing management and maintenance;
- make it clear what can be tied down in planning conditions and/or Section 106 agreements;
- explain and justify the decisions taken so far and explain the principles that will be followed when the details are designed after permission is granted;
- set out how inclusive access will be addressed in any Masterplans and reserved matters applications.

7. Does your assessment of the proposals include how users:

- gain access from the public transport network;

- access and use any parking provision;
- access and use the public realm including areas of private and public open space;
- negotiate any changes in level;
- can easily orientate themselves and find their way around the development.

8. For residential schemes have you:

- demonstrated how each of the 16 Lifetime Homes standards have been addressed
- demonstrated how the key features of wheelchair accessible housing standards have been addressed in at least 10% of the new homes
- included typical flat layouts and plans of the wheelchair accessible homes and the Lifetime Homes that clearly illustrate the relevant accessible features
- identified the location of the wheelchair accessible flats and clearly stated how many there are
- considered how the resident and visitor blue badge parking bays will be managed and enforced and set this out in a parking management plan
- considered producing a specific marketing strategy aimed at disabled and older people to promote the availability of the for sale wheelchair accessible flats.

Further advice on accessible housing is contained in the Housing Supplementary Planning Guidance see

<http://www.london.gov.uk/priorities/planning/publications/housing-supplementary-planning-guidance>

9. Have you:

- commissioned an independent access consultant;
- established a project specific consultative access group (CAG) to consider, review and comment upon access issues;
- appointed an independent Chair of CAG;
- established terms of reference for the CAG.

Plans, maps and illustrations which further explain the above specific points will be welcomed within the Design and Access Statement. Given the interest from organisations of disabled people in the planning process you

should bear in mind the need to ensure that your statement can be made available in alternative formats if requested.

