

<b>ACCESS AUDIT REVIEW</b>	
Location	Stroud Town Council Offices
Date	10/06/2019
Assessor	Christian Drewitt and Tasha Everall

<b>1.</b>	<p><b>Parking</b></p> <p>The closest car park to the council offices is Brunel Mall which is about 150 yards away. Blue badge holders can park for free here and there is access via a lift to get to ground level.</p> <p>There is slight incline on the walk to the council offices and there is a section where the pathway is quite narrow and may not be very easy for individuals with larger wheelchairs.</p>
<b>2.</b>	<p><b>Entrance and Reception</b></p> <p>The entrance to the town council offices is step free and the doorway is 880cm wide which exceeds minimum requirements. On entry there are desks on either side with the main receptionist on the right.</p> <p>There is space for a wheelchair user to sit under either of the desks and the chairs can be easily moved out of the way if necessary.</p>
<b>3.</b>	<p><b>Hearing Loop</b></p> <p>There is currently no hearing loop in Stroud Town Council offices however we were informed that all efforts are being made to get one in place.</p>
<b>4.</b>	<p><b>Council Meeting Space</b></p> <p>Through the reception is the area that is used for council meetings. On my visit it was set up as if there was a council meeting planned and the general public are welcome to attend any council meeting. There is a 92cm gap to enter this space which is wide enough for a wheelchair user to pass through with ease.</p> <p>The tables are a suitable height for a wheelchair user to sit underneath comfortably and I was informed on my visit that any presentations would have an enlarged font should it be required for anyone with a visual impairment.</p>

5.	<p><b>Filing Area</b></p> <p>The filing area is through the back of the council meeting space and to the right. There are tall shelving units and numerous filing cabinets. There is 700m wide space to enter the filing area.</p> <p>The photocopier is at a suitable height for a wheelchair user and the screen is lowered and tilted upwards meaning it is easy to use from any height.</p>
6.	<p><b>Office Space</b></p> <p>The entrance to the corridor that leads to the office space is 700mm wide which is 50mm less than minimum requirements. An immediate right turn takes you into the main office space. This is quite a tight turn for a wheelchair user and I needed somebody to open the second double door so that I could manoeuvre through. There are 4 desks in the office, all at the correct height for a wheelchair user to comfortably sit under.</p> <p>On my visit I was advised that there would be the ability to download assistive technology onto any computer should it be required.</p> <p>The signage around the office is in a small print and may be difficult for a person with a visual impairment to read.</p>
7.	<p><b>Kitchen</b></p> <p>The kitchen includes a counter along the back wall with amenities, and a table that seats 4 people. The table is a suitable height for a wheelchair user to sit under comfortably, however it did have to be moved slightly so that it didn't cause an obstruction. The fridge is at a lowered height so a wheelchair user can access it with ease. The counter is 940mm from the ground which may be slightly too high for a wheelchair user. The signage in the kitchen is a small font and would be difficult to read for an individual with a visual impairment.</p>

**8. Accessible toilet**

The accessible toilet is in the council meeting space.

The toilet doorway is 900mm wide which meets minimum requirements however there is no grab-rail on the inside.

The accessible toilet is a good size at 1900mm x 2200mm with a baby changing unit behind meaning there is enough turning space for a wheelchair user. The emergency pull cord is next to the toilet and the lowest pull is 8cm from the floor while the highest is 98cm from the floor.

The toilet seat is 43cm from the floor which is too low and may be difficult for a wheelchair user to transfer from the toilet back to the wheelchair. The flush is also too high for a wheelchair user to reach with ease.

There is a lowered coat hook which is suitable for use by a wheelchair user or person of smaller stature. The signage in the toilet is a small font and is high up meaning it would be difficult for a wheelchair user or individual with a visual impairment to read. All amenities are at a lowered height apart from the mirror.