

Football Association – Access Audit – Assessment of Options

Item	Risk	Physical Solution	Management Solution?	Commentary
<p data-bbox="176 472 380 500">1) External Works</p> <p data-bbox="176 529 359 557">Ramped Access</p>	<p data-bbox="527 472 858 581">25 Soho Square is currently inaccessible and does not meet the requirements of the final stages of the DDA.</p> <p data-bbox="527 615 846 813">Beyond the legal requirements the building prevents huge difficulties for people with physical disabilities and improving access to the building will send out clear</p>	<p data-bbox="879 472 1213 867">Form new permanent external platform level with the internal floor finish of the building complete with wheelchair ramp or stepped alternative access complete with suitable corduroy paving, cross falls, edge protection and external hand railing with glass balustrading and reinforced concrete upstand kerb, all to comply with Part M of the Building Regulations.</p> <p data-bbox="879 873 1213 1127">Note that the external grilles protecting the basement well area beneath the footpath are to be replaced under a separate Contract with reinforced concrete paving fitted with glass lenses to illuminate the well area beneath.</p>	<p data-bbox="1234 472 1556 613">A ramp that is laid down and taken up at the end of the day is a potential solution and one that is currently being applied.</p>	<p data-bbox="1587 472 1913 792">This has to be viewed as a very high priority. The risks of very bad PR arising from this are extremely high. For example if a delegation of disabled supporters wished to present a petition to the FA wheelchair users could not gain access to the building. An own goal waiting to happen.</p>

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Entrance Lobby	<p>The current entrance doors to Soho Square are heavy and difficult to operate by people with mobility impairments.</p> <p>The current floor surface at the entrance does not provide appropriate grip – particularly important for people who walk using crutches etc, this poses a health and safety risk.</p> <p>The absence of clear manifestation markings on entrance doors also poses a health and safety risk.</p>	<p>Amend existing access call point to provide low level access for wheelchair users and audio visual response integrated with the existing card access system.</p> <p>Motorise existing external and internal lobby doors or alternatively, replace the doors with new motorised doors and frames complete with automatic equipment to assist able and disabled visitors to gain access and egress, remaining compliant with the existing security installations.</p> <p>The lobby is to be extended to provide adequate clearance between the doors for a disabled person in a wheelchair with a helper without their coming into contact with either of the lobby doors when opening or closing.</p> <p>The coir matting on the floor of the entrance lobby is to be replaced with resilient matting suitable for</p>	<p>Reduce the resistance on door springs to minimum?</p> <p>Ensure that reception staff open doors to all visitors to building</p>	<p>Reducing resistance on door springs will only partly resolve this problem. Equally may not be practicable for door to be opened for all visitors.</p> <p>Automatic doors may assist other building visitors e.g those making deliveries.</p> <p>Health and Safety factors in respect of flooring and visual acuity need to take a high priority.</p>

		<p>wheelchairs and walking sticks etc.</p> <p>All glazed areas are to be provided with manifestation marking for visitors with poor eyesight at both high and low level in accordance with the recommendations of the Report.</p>		
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<p>Reception Area</p>	<p>The current counter does not fully meet DDA requirements including counter heights and facilities for communication with deaf and hard of hearing people. Seating can also be improved.</p> <p>This having been stated the most likely initial area of legal challenge concerns lack of appropriate access to the building as a whole rather than the reception facilities.</p>	<p>Provide a 700 mm high x 1500 mm wide reception desk adjacent to the existing reception desk to facilitate access and interaction between wheelchair users and the receptionists.</p> <p>Provide an induction loop, or similar system to enable visitors with hearing difficulties to communicate with reception staff.</p> <p>Provide additional chairs and tables within the waiting area suitable for wheelchair users and those with disabilities who require a high seating level.</p> <p>Provide manifestation markings to clearly define the existing glass topped tables.</p> <p>Modify or mask the existing illuminated panel located immediately behind the reception desk to remove glare.</p> <p>Remove existing pass door between reception and the</p>	<p>Staff could step out from behind the reception counter to serve people who are in wheelchairs/restrictive growth. Staff could also complete written visitor information on behalf of visitors</p> <p>Remaining items should be addressed where health and safety factors apply e.g, manifestation markings to doors and screens</p>	<p>The FA needs to take a decision as to how it wishes to appear to visitors. A state of the art reception, in terms of disability access, will send out positive messages to the entire football community.</p>

		<p>ground floor lift lobby and replace it with a new motorised access door linked to the existing security system for access and egress.</p> <p>Apply manifestation markings columns in public areas and to any glass areas including doors and screens in accordance with the Report.</p> <p>Install directional signs for visitors to include to disabled people incorporating tactile and Braille features giving advice on access to the other floors, Accessible Toilets and floor directory information</p>		
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<p>Lift Modifications</p>	<p>Currently visually impaired people find lifts extremely difficult to use. This includes existing VI employess (3 in total). Consequently there is a joint risk that the FA will fall foul of both the employment and goods and services element of the DDA.</p>	<p>Modify all 3 lift cars in accordance with the recommendation of the Report to give tactile information and accessible push buttons.</p> <p>Apply manifestation material to the lower half of the mirrors in each of the cars to remove confusing reflections for disabled people at low level.</p> <p>The door frame of each set of landing access doors is to be painted a dark contrast colour to the surrounding white finishes, except at ground floor level where the doors and frames are finished in stainless steel.</p> <p>For each of the 30 landing doors apply new high level triangular signalling visual indication panels. Each of 20 landing call button units is to be elongated and fitted with an embossed floor numeral, embossed push button with halo lights around and audible acceptance tone</p>	<p>I</p>	<p>It should be possible for part of the costs involved to be met from access to work budgets – this is a government scheme aimed at providing assistance to disabled people. However the scheme is bureaucratic and an application for funding may be only partly successful. Therefore some contingency funding should be set aside to cover the costs.</p> <p>Costs may also be reduced if the work on modifying lift controls is addressed within standard maintenance time frame.</p>

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<p>Mainstaircase</p>	<p>Staircases are covered by DDA requirements. Improvements to hand rails may improve navigation for existing VI employees and also for visitors</p>	<p>Upgrade by the provision of an external continuous handrail throughout all floors in either polished oak or powder coated steel.</p> <p>The floor level indication numerals fitted on each main landing are to be repainted in a dark approved contrasting colour to the white background of the wall.</p> <p>The lobby access doors to the staircase at each landing are to be modified by the application of new fire exit signs.</p> <p>All architraves to the staircase access doors are to be painted a dark contrasting colour to improve visual identification of each opening.</p> <p>An evacuation chair suitable for the transport of disabled people is to be supplied and installed at 8th floor level.</p> <p>The ground floor coir fire exit door matting is to be replaced in the main staircase with resilient matting of approved design</p>	<p>A clear decision on building egress needs to be made. Useful to develop an individual evacuation plan for each employee. Fire Sanctuaries may work better than evac chairs.</p>	<p>Evacuation chairs are not universally popular amongst disabled people and are sometimes seen as more dangerous than not being evacuated!</p>

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Emergency Staircase	As Above	<p>upgrade by the provision of tactile strips on the main landings at the head and foot of each flightThe nosing of each step on the escape staircase are to be highlighted in a bright colour (i.e yellow).</p> <p>An outer handrail in hardwood or steel is to be fitted continuously throughout the staircase.</p> <p>Wheelchair refuge points are to be highlighted and labelled on each landing, to Basement, plus 1st to 6th inclusive.</p> <p>The existing landing floor numerals are to be repainted in a dark approved contrasting colour to assist people who are visually impaired.The architraves of all landing lobby access doors are to be painted in a dark contrasting colour.</p> <p>Fire exist signs are to be affixed to each landing escape door.</p> <p>An evacuation chair suitable for the transport of disabled people down the staircase is to be supplied and installed at 7th floor level.</p>	Part fund through access to work re: improvements that benefit VI employees.	All these changes fit with a need to make the building as safe as possible for disabled visitors and disabled employees. Cost saving may be risky given the health and safety implications.

		The coir matting at the head and the foot of the escape staircase is to be replaced with resilient matting in approved design.		
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<p>Toilet Upgrade</p>	<p>Accessible toilets are already provided in Soho Square.</p>	<p>Direction signs to all toilets are to be provided with embossed and Braille information, together with separate advisory information about the location of the Accessible Toilets on alternate floors.</p> <p>Similar signs are to be located on the access doors to the toilets identifying gender or unisex availability.</p> <p>Silver W.C cubicle doors should be provided with contrast bands along their leading edges.</p> <p>Sanitary fittings with a self-coloured background are to be highlighted with transfers applied to the perimeter of the fittings.</p> <p>The Accessible Toilets are all to be fitted with a horizontal pull handle on the inner face of the outer door where not previously installed.</p>		<p>The proposed changes would improve existing arrangements.</p>

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<p>Induction Loops</p>	<p>Hard of hearing visitors attending meetings may not be able to follow proceedings, etc</p>	<p>Facilities for visitors and staff with poor hearing are to be provided in the reception area, the lift cars, the basement media room and the Library.</p> <p>Similar facilities are to be provided elsewhere at the discretion of the Client</p>	<p>Provide a combination of fixed loops in most accessible meeting room and portable loops for use in remaining meeting rooms. Priority given to people booking rooms where hearing impaired colleagues are likely to attend.</p>	<p>Some technical factors affect the performance of portable loops so needs to be carefully examined</p>

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<p>Manifestations for VI staff and visitors.</p>	<p>Health and Safety factors</p>	<p>Throughout the building all frameless glass doors, glass partitions, full height glass French doors and screens in the external walls are to be provided with high and low level manifestation markings and a leading edge marking to glass doors in accordance with the Report</p>		<p>The building is hazardous to navigate at the moment as there is no consistent methodology adopted for marking or identifying glass doors, etc.</p>
<p>Alarm System</p>	<p>Building regulations clearly indicate that accessible toilets also need appropriate alarm systems.</p>	<p>The existing accessible toilet alarm systems are to be upgraded to enhance the audibility of the alarms. The lift car alarms are to be readily accessible to disabled people to call for assistance. The main building fire alarm is to be the subject of a Management Plan in co-ordination with the Fire Marshals and First Aiders to ensure that members of staff who are disabled and disabled visitors are identified and assisted in leaving the building in the event of an alarm.</p> <p>A communications system between the staircase refuges and the Fire Marshals is to be set up to</p>	<p>Link alarms to reception desk rather than audible alarms to ensure response.</p> <p>Escort all visitors to the building.</p>	<p>In theory all visitors should be escorted at the moment but in reality this is honoured in the breach. The audible alarm system represents the safest way of ensuring alarms are responded to.</p> <p>Discussions with Fire Service need to take place concerning the management of Fire Refuge system.</p>

		ensure that wheelchair users in the staircase refuge zones can both make contact and be contacted by emergency personnel when required.		
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Ironmongery	Low level DDA risk but minor health and safety risk	Where existing door furniture of small diameter stainless steel "D" handles cannot be easily identified by staff and visitors, it is to be replaced with larger 20mm to 35mm tube diameter ironmongery in an easily identifiable contrasting colour, which particularly applies to existing frameless glass office access doors on all floors and large solid veneered meeting room access doors, both sliding and swinging at basement, ground and 8 th floor levels	Investigate use of alternative contrasting covering for existing door handles.	This is a low level priority.