

Access Statement Template

Site address:

Date:

Contact details

Applicants name

Name:	<input type="text"/>
Address:	<input type="text"/>
Post code:	<input type="text"/>
Telephone:	<input type="text"/>

Agents name

Name:	<input type="text"/>
Address:	<input type="text"/>
Post code:	<input type="text"/>
Telephone:	<input type="text"/>

Before completing this statement please refer to the guidance notes attached

Section 1 -Description of development and arrangements for users to have equal and convenient access

Design standard followed

Approved Document M

BS8300

Other (please elaborate in box above):

Section 2 - Vehicular and transport links

Section 3 - Commitment to maintaining an access statement

Section 4 - Sources of advice and consultation

Additional material information

Section 1

Please include in this section a description of the proposed works, the size of the proposed works and building use.

In relation to access to the building please give an explanation of site geography and any other environmental constraints and the restrictions of any existing buildings or boundaries. Then identify how the constraints and restrictions impact on the design and explain what design features are being used to overcome these constraints.

It should then be identified if these features are being designed in accordance with a particular design standard or if an alternative proposal is to be used. If an alternative proposal not included in a design standard is being used please explain the reasons for this.

If the statement is for Building Control purposes please also give details of internal access considerations as described above to supplement detailed design drawings.

Section 2

In this section provide an explanation of how prospective building users will be able to access the development from the existing transport network.

An explanation of why the main points of access have been chosen for the site (for example in relation to the existing transport network)

An explanation of why the layout of access routes within the site has been chosen.

Also provide an explanation of how emergency services will access the site.

Section 3

A statement should be given confirming that the statement will be maintained and updated throughout the development and given to the end user so that they can understand the design in relation to access and ensure that they comply with the DDA.

Section 4

List all consultations carried out, including those with planning, building control, access groups, the police, occupiers of surrounding properties etc.

Include the outcome of these consultations and how these outcomes have been addressed.