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**DISABILITY DISCRIMINATION ACT INITIATIVES BUDGET 2001/2002**

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**Report of the Town Clerk & Director of Corporate Resources**

**1 PURPOSE OF THE REPORT**

- 1.1 The main purpose of this report is to advise Members of works included in the Priority List for 2001/2002 (Main List) and Reserve List of the Disability Discrimination Act Initiatives Budget for 2001/2002.
- 1.2 The report also seeks to advise Members of the recommended level of the Access to Work portion of the budget and to give approvals to enable the programme to proceed.

**2 SUMMARY**

- 2.1 Each year, the Disabled Persons Access Officer in the Environment & Development Department, in consultation with Departments, produces a prioritised list of recommended works which should be undertaken to buildings to improve access to facilities and services. These are included in the Main List as set out in Appendix 1. This year, a reserve list of works is proposed to allow for other works to be substituted should any of the works in the Main List not be undertaken due to unforeseeable circumstances. An allocation is also made from this budget for Access to Work funding which allows equipment and accessories to be purchased for disabled employees, part of which may be reimbursed to the Council by the Department of Employment.

Most of the work is self explanatory but one area does need further explanation.

The City wide survey fees follows on from the work which the Disabled Person's Access Officer has been undertaking for some years. These surveys are now complete but it is now necessary for the works identified to be costed. This work has been estimated by Commercial Services at £28,420 but only £10,000 can be allocated this year without seriously affecting the viability of other works proposed. This information is necessary to enable a future capital programme bid to be made such that all premises comply with the Disability Discrimination Act by the deadlines set out in the Act. There is no other budget that can fund these fees.

When the Asset Management Condition surveys were undertaken, the officer carrying out the works, referred people to the Disabled Person's Access Officer

for an access survey, as he/she did not have the specialist knowledge to undertake such audits.

### **3 RECOMMENDATIONS**

3.1 The Cabinet Committee is recommended to:

3.1.1 Approve the works in the Main List (Appendix 1).

3.1.2 Approve the works in the Reserve List (Appendix 1) for inclusion in the Main List only if an item of work in the Main List cannot be undertaken or if funds allow.

3.1.3 Approve the allocation of funds for Access to Work at £20,000.

3.1.4 Authorise the Director of Environment, Development and Commercial Services to order the works.

3.1.5 Authorise the Director of Environment, Development and Commercial Services to seek all necessary consents.

3.1.6 Authorise the Town Clerk's Head of Legal Services to sign any contracts (if necessary) to allow the works to proceed.

### **4 FINANCIAL AND LEGAL IMPLICATIONS**

4.1 A sum of £100,000 is included in the 2001/2002 Capital Programme for this project and this appears as Scheme 120 on page 18 of the Capital Programme 2001/2002 book. Within the total cost of £100,000, is a sum of £10,000 for fees for costing part of the City wide survey which has been negotiated with Commercial Services and which represents a reduction of £18,420 from the original estimate of £28,420.

4.2 The Head of Legal Services has been consulted on the report and considers there to be no specific legal implications other than that the works are designed to ensure compliance with the provisions of the Disability Discrimination Act 1995.

### **5 REPORT AUTHOR/OFFICER TO CONTACT**

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## **SUPPORTING INFORMATION**

### **1 REPORT**

- 1.1 The Disabled Persons Access Officer has produced in consultation with Departments a prioritised list of works which it is recommended should be undertaken to buildings to improve access to facilities and services.
- 1.2 The prioritised list has been divided into two lists: the suggested Priority List for 2001/2002 (the Main List) (Appendix 1) and the Reserve List (Appendix 1).
- 1.3 The Main List details works with costings including fees that it is recommended are approved for commencement as soon as possible. The Reserve List details work which it is recommended be approved for inclusion in the Main List should a main list project not be undertaken or funds allow.
- 1.4 The fees included in the Appendix 1 (Main List) are presently set at 7.5% of the estimated cost of the work. These may be subject to change if it is found that the complexity of the works requires an increased fee. Should this be the case, this will be referred back to Cabinet for approval. The fees of £10,000 for the City wide survey relates to the costing of part of the work identified by the access audits undertaken by the Disabled Person's Access Officer over the years. These costings are required to enable a future capital programme bid to be made to ensure that all City Council premises comply with Disability Discrimination Act 1995 by the appropriate deadlines.
- 1.5 It is recommended that a sum of £20,000 is allocated for Access to Work grants; this element being controlled by the Town Clerk's Human Resources Unit. The Access to Work element is to fund the cost of equipment and accessories necessary to assist the disabled member of staff in their work and is largely grant aided by the Department of Employment on a sliding scale up to 100% of cost.
- 1.6 The Main List (Appendix 1) also includes milestones (at Appendix 2) by which the progress of the projects can be measured.

### **2 CONSULTATION**

- 2.1 The Disabled Person's Access Officer in the Environment and Development department has undertaken an access audit of all premises and has consulted all departmental representatives in the development of the priority list of works to be funded from this budget.
- 2.2 Consultation has been undertaken with the following bodies: Disability Rights Commission, Employers Forum on Disability and via the Government's Disability Website.
- 2.3 The Commercial Services department has been consulted regarding the costing of the works and the programme for the progression and completion of the works. Commercial Services were also consulted regarding the fees for the works and for the survey of City wide premises.

### **3 FINANCIAL, LEGAL AND OTHER IMPLICATIONS**

#### **3.1 Financial Implications**

A sum of £100,000 is included in the 2001/2002 Capital Programme for this project and this appears as Scheme 120 on page 18 of the Capital Programme 2001/2002 book. Within the total cost of £100,000, is a sum of £10,000 for fees for costing part of the City wide survey which has been negotiated with Commercial Services and which represents a reduction of £18,420 from the original estimate of £28,420.

#### **3.2 Legal Implications**

The Head of Legal Services has been consulted on this report and considers there to be no specific legal implications other than that the works are designed to ensure compliance with the provisions of the Disability Discrimination Act 1995.

#### **3.3 Other Implications**

<b>Other Implications</b>	<b>Yes/ No</b>	<b>Paragraph References within this Report</b>
Equal Opportunities	YES	This report details works aimed at removing the barriers society puts in the way of disabled people.
Policy	NO	
Sustainable and Environmental	YES	All works will be undertaken in compliance with EMAS.
Crime and Disorder	NO	
Human Rights Act	YES	This report details works aimed at allowing all people satisfactory and adequate access to facilities and services.

### **4 RECOMMENDATIONS**

- 4.1 It is recommended that Members of the Cabinet:

- 4.1.1 Approve the works in the Main List (Appendix 1).
- 4.1.2 Approve the works in the Reserve List (Appendix 1) for inclusion in the Main List only if an item of work in the Main List cannot be undertaken or funds allow.
- 4.1.3 Approve the allocation of funds for Access to Work in the sum of £20,000.
- 4.1.4 Authorise the Director of Environment, Development and Commercial Services to order the works.
- 4.1.5 Authorise the Director of Environment, Development and Commercial Services to seek all necessary consents.
- 4.1.6 Authorise the Town Clerk's Head of Legal Services to sign any contracts (if necessary) to allow the works to proceed.

## **5 BACKGROUND PAPERS – LOCAL GOVERNMENT ACT 1972**

- 5.1 Capital Programme Budget Book 2001/2002.

**DDA IMPROVEMENTS BUDGETS  
SUGGESTED PRIORITY LIST FOR 2001/2002**

BUILDING	DEPARTMENT	PRIORITY	WORKS REQUIRED	BUDGET ESTIMATE	ESTIMATED FEES
Reference Library	Arts & Leisure	High	Provide automatic opener to main entrance door. Build wheelchair accessible toilet. Increase clear opening to 3 doors.	£20,000	£ 1,500
Central Library	Arts & Leisure	High	Upgrade passenger lift.	£ 7,165	£ 537
Eyres Monsell Neighbourhood Housing Office	Housing	High	Provision of automatic door to entrance. Requested by users.	£ 8,000	£ 600
Victoria Park Bowls Pavilion	Arts & Leisure	High	Remove tactile surface at base of ramp, widen entrance door, replace 2 sets double doors with asymmetric door provide unisex wheelchair accessible toilet in existing toilets. Requested by users.	£15,000	£ 1,125
Wygston House Costume Museum	Arts & Leisure	High	Provide unisex wheelchair access toilet, provide new ramp to entrance, remove door in rear corridor, provide additional handrails to stairs.	£15,000	£ 1,125
City Wide	All Departments	High	Fees for estimating budget prices for DDA report for September submission		£10,000
<b>TOTAL</b>				<b>£65,165</b>	<b>£14,887</b>

**RESERVE LIST**

BUILDING	DEPARTMENT	PRIORITY	WORKS REQUIRED	BUDGET ESTIMATE	ESTIMATED FEES
Aylestone Leisure Centre	Arts & Leisure	High	Provide 1 unisex changing area for disabled people with direct access to poolside. Requested by users.	£13,000	£ 975
Highfields Youth and Community Centre	Education	High	Provision of ramp to main entrance and alterations to doors, stair lift in entrance, 2 wheelchair accessible toilets, replacement of hall double doors. Induction loop to hall, lift to first floor (Architects undertaking work but sports hall refurbishment work not proceeding in this financial year).	Not known	
<b>TOTAL</b>				<b>£13,000</b>	<b>£ 975</b>

## DISABILITY DISCRIMINATION ACT INITIATIVES BUDGET – MILESTONES

PROPERTY/PROCESS	MILESTONE	START	FINISH	EXPENDITURE	
				WORKS	FEES
Reference Library	Survey Design Statutory Approvals Work on Site Snagging Invoices	August 2001 August 2001 August 2001 October 2001 November 2001	August 2001 August 2001 August 2001 October 2001 November 2001 December 2001	£20,000	£ 1,500
Central Library	Survey Design Work on Site Snagging Invoices	August 2001 August 2001 September 2001 October 2001	August 2001 August 2001 September 2001 October 2001 November 2001	£ 7,165	£ 537
Eyres Monsell AHO	Survey Design Work on Site Snagging Invoices	August 2001 September 2001 September 2001 September 2001	September 2001 September 2001 September 2001 October 2001 November 2001	£ 8,000	£ 600
Victoria Park Bowls Pavilion	Survey Design Work on Site Snagging Invoices	August 2001 August 2001 September 2001 September 2001	August 2001 September 2001 September 2001 October 2001 November 2001	£15,000	£ 1,125
Wygston House	Survey Design Work on site Snagging Invoices	August 2001 August 2001 September 2001 September 2001	August 2001 September 2001 September 2001 October 2001 November 2001	£15,000	£ 1,125
City Wide Survey of Properties	Survey Invoices	July 2001	July 2001 August 2001		£26,000
Access to Work	Ongoing	July 2001	March 2002	£20,000	
			<b>TOTAL</b>	<b>£85,165</b>	<b>£14,887</b>