



STRATEGIC ACCESS PANEL ANNUAL REPORT

DECEMBER 2015

LONDON PLAN 2015
IMPLEMENTATION FRAMEWORK

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Front cover

The “Access Butterfly” image, created by Byron is based on a piece of art work created for the Mayor of London Boris Johnson. The image of the butterfly was chosen because of its expressive representation of metamorphosis, the complete change of form through successive transformation stages. Illustrating the change from a state of limited or restrained beauty, into a stage of lost hidden beauty, to the sudden transformation into something of great beauty, a wonder of nature and a spectacular sight.

Byron also sees this transformation art, as drawing unique parallels to the work on accessibility being undertaken by the Mayor of London’s Planning Department and Access Panel at City Hall. The London Access Panel was founded under the leadership of Ken Livingston (a former Mayor of London), the beginning of a beautiful thing. Economic uncertainty and austerity measures then cocooned the ability and functionality of the Access Panel. However, further transitioning in recent times has been happening and the Access Panel has been gaining more and more momentum in building its relationship with the planning department and a number of collaborators. This has led to a great transformation in both the influence and status of the Access Panel, thus evolving into a beautiful thing. The art work not only reflects the history and evolution of the access panel over several years, but also the anticipated future of the Access Panel, flying to new heights.

The front cover design incorporates the ‘Access Butterfly’ representing transformation combined with a photograph taken by Byron Konizi of a London view which is located near City Hall along the riverside. The photograph captures a collection of people representing the diversity and inclusivity of London, surrounded by the celebrated water fountains located in the vicinity of the Mayor of London’s office. It also presents a child silhouette in the foreground

pointing at the access butterfly as it takes flight. This represents the new generation pointing and focusing their attention at the beautiful emergence and taking flight of accessibility, inclusivity and equality into the future. Water fountains being an iconic characteristic of the City of London landscape have been included to represent the London context for the design.

Byron Konizi is a creative who has devoted his life to the mastering the arts. He has suffered head injury and neurosurgery since childhood. Due to Byron’s ongoing battle with his enduring health problems his art work is greatly inspired and influenced by topics such as health, the life and death cycle, medicine, discrimination, equality and accessibility. All of Byron’s works are created with sincerity and integrity.

By Byron Konizi

CONTENTS

	CHAIR'S LETTER	5
1.	INTRODUCTION AND BACKGROUND	6
2.	KEY STATISTICS	7
3.	POLICY BACKGROUND	9
4.	SAP KEY PRINCIPLES/ ASPIRATIONS	11
5.	2015 SUMMARY OF WORK	13
6.	WHO ARE THE GLA'S STRATEGIC ACCESS PANEL?	18
7.	SAP'S AIMS FOR 2016	21
8.	RESEARCH PROJECT	22
9.	CLOSING STATEMENT BY THE MAYOR OF LONDON	23
10.	APPENDIX 1: TERMS OF REFERENCE OF THE STRATEGIC ACCESS PANEL	24
11.	APPENDIX 2: GLA SUPPORT FOR THE STRATEGIC ACCESS PANEL	30

Dear Mayor,

In this first annual report of the Strategic Access Panel (SAP), I hope to show that we are responding to the challenge you set out in your foreword to the “Supplementary Planning Guidance Shaping Neighbourhood’s Accessible London: Achieving an inclusive environment” in October 2014.

You said that you want London to be the most accessible City in the World and you encouraged us to consider the content of the Supplementary Planning Guidance and how we can continue this inclusive approach to development.

The Strategic Access Panel was set up by the Greater London Authority in late 2014. Its first meeting was on the 8th of January 2015, when it agreed its Terms of reference, which are included in full in Appendix 1. We agreed that the Strategic Access Panel (SAP) will assist the Mayor in delivering an inclusive and accessible city in accordance with the ambition behind London Plan Policy 7.2. We agreed that the SAP will offer technical guidance on:

- GLA funded regeneration projects
- large-scale strategic developments within Opportunity Areas
- larger strategic planning applications where there is no borough access group involvement or access officer to advise on the project.

We agreed that SAP will also assist with the on-going review of policies and standards related to the built environment and disabled and older Londoners.

I am very grateful for the valuable input of all my colleagues on the SAP. They are listed in full in Section 6. I am also grateful for the hard work of GLA Officers Neil Smith and Rachel Smalley and to John Lett, Jennifer Peters, Pippa Jackson and Stewart Murray in the Planning Team for their helpful guidance and also to our presenters and observers from Development Corporations, Developers, Planners and Charities. My thanks go to them all.

With all this input, in the first 12 months of our existence, the SAP commented formally on the

following, which are detailed more fully in the enclosed report:

- Transport for London Streetscape Guidance
- Greenwich Peninsular Masterplan
- Old Oak and Park Royal Opportunity Area Planning Framework
- Minor Alterations to the London Plan
- Housing Standards
- Minor Alterations to the London Plan
- Parking Standards
- Draft Interim Housing Supplementary Planning Guidance
- London Garden Bridge Scheme Proposals.

I hope that you will agree that we have risen to your challenge to help make London “the most accessible city on earth”.

Glyn Kyle MBE Chair – Greater London Authority Strategic Access Panel

STRATEGIC ACCESS PANEL ANNUAL REPORT

1. INTRODUCTION AND BACKGROUND

Welcome to the Greater London Authorities Strategic Access Panels first Annual Report.

This Annual Report will provide background information on the group and its purpose, introduce its members, highlight the work the group has undertaken in its first year, and set out aims and objectives for the forthcoming year.

The Strategic Access Panel (SAP) was set up by and is run by the Greater London Authority's London Plan Team.

The opportunity for people to become members of the SAP was advertised in 2014, under the original opportunity description:

“to help ensure that inclusive solutions are delivered for large scale strategic regeneration projects within London (GLA funded and non-GLA funded) and larger scale planning applications where there is no borough access group involvement or access officer to advise on the project.”

Applications were received from people from a variety of backgrounds, and members and a panel Chair were appointed after a formal application and recruitment process at the end of 2014.

This resulted in the Strategic Access Panel being made up of 10 'full' members (including the Chair) and a number of 'observer' members from a variety of backgrounds.

Some members of the group represent organisations or charities, for example:

- Guide Dogs
- Age UK London
- Inclusion London
- Attitude is Everything

Some members were appointed on the basis of their professional expertise in the field of access for disabled people or inclusion.

The group is also made up of people who are not representative of an organisation or charity but were appointed due to their personal experience of disability, and the barriers faced by disabled people.

Many members would fall into both of these categories.

Membership is therefore diverse, and is made up of/ can draw upon a vast range of experience, both personal and professional, and due to this the group successfully adopts/ represents a pan disability/ impairment approach- 'covering' physical, sensory and cognitive impairments.

The SAP held its first meeting on the 8th of January 2015.

The SAP generally meets monthly at City Hall or another GLA venue; holding 10 meetings a year, and offers views, user experience design reviews and guidance/ advice on:

- GLA funded regeneration projects
- large-scale strategic developments within Opportunity Areas
- larger strategic planning applications where there is no borough access group involvement or access officer to advise on the project.
- Items of planning policy in relation to access and inclusion
- an ongoing review of relevant design standards relating to inclusive design

Should you require any further information on the GLAs Strategic Access Panel- please contact the GLAs London Plan Team.

2. KEY STATISTICS

Number of disabled Londoners

There are 1 million disabled households in London (30% of all London Households).

(Source – Family Resources Survey published by Dept. Work and Pensions (2013/14)).

The definition of disability – ‘a long standing illness, disability or impairment which causes substantial difficulty with day to day activities’, and is therefore consistent with the core legal definition under Equality Act 2010.

The need for accessible and adaptable housing in London (suitable for its diverse population who would benefit from more inclusive access features can be evidenced by the Family Resources Survey findings which suggest that 1.8 million households in London include either: a disabled household member; a child under five; or someone aged over 65. This represents 52% of all households in London. All of these households would benefit from having access to an M4(2) accessible and adaptable dwelling. The definition of disability used in this publication is consistent with the core definition of disability under the Equality Act 2010. A person is considered to have a disability if they have ‘a long-standing illness, disability or impairment which causes substantial difficulty with day-to-day activities’.)

(Source – Department for Work & Pensions, Family Resource Survey – 2013-2-14, June 2015)

Number of older Londoners

Whilst London has a relatively young existing population profile compared to other areas in England, 20% of households include someone aged over 65, and the overall number of these older person households in the capital is substantial – nearly 700,000. This is expected to increase to over 1 million households during the period of the London Plan (2015 to 2035). This will represent an increase of 50% (over

350,000 additional house-holds) and will mean that older person households will constitute 25% of all households in London. Particularly substantial increases are expected in the number of households with representatives aged over 85, which are forecast to more than double.

In line with these trends, ONS (Office for National Statistics) statistics compiled by POPPI (Projecting Older People Population Information System) show that significant increases are forecast in the number of older people (aged over 65) who experience limiting long term illnesses which restrict their day-to-day activities significantly. By 2030 there are expected to be over 350,000 individuals aged over 65 who are likely to fall into this category in London, representing an increase of 44%.

(Sources – GLA central Household projections, 2013)

Visitor numbers in London

The UK Travel Survey proved that disabled people and their families spent more than £1.8 billion on UK travel in 2009. When inbound travel by European and overseas visitors is included, the market grows substantially. In 1993, Touche Ross [Profiting from opportunities, 1993] estimated that 117 million visits to Britain could be generated by disabled travellers, including their travelling companions. The potential was estimated at £22 billion in extra tourism expenditure for Europe overall. In other European countries, inclusive travel is a well-recognised market sector, which is actively promoted.

(Source - Accessible hotels in London, GLA, 2010)

Travel in London

Disabled Londoners travel less frequently than non-disabled Londoners (1.9 journeys per weekday compared with 2.8 for non-disabled Londoners). Disabled Londoners are more likely to walk (78 per cent) and use

STRATEGIC ACCESS PANEL ANNUAL REPORT

buses (56 per cent) at least once a week than other types of transport. Lower proportions of disabled Londoners travel by Tube (16 per cent) and National Rail (eight per cent). The proportion is considerably lower than for non-disabled Londoners (41 per cent and 18 per cent respectively). Disabled Londoners are less satisfied with the streets and pavements on their last walking journey compared with non-disabled Londoners (51 per cent compared with 71 per cent). Public transport generally is less commonly used by disabled Londoners than non-disabled Londoners; 59 per cent of disabled Londoners have used any public transport (excluding walking) in the last year compared with 73 per cent of non-disabled Londoners.

(Source –Travel in London: Understanding our diverse communities, TfL, September 2015)

The SAP has a genuine appreciation of the statistics and the populations and people represented by these statistics, and therefore the 'need' for an Inclusive Environment in London.

The SAP are therefore supportive of the Greater London Authority's approach to creating Inclusive Environments via the planning process, and appreciate the opportunity which exists in the form of the planning process in terms of eliminating barriers for disabled people.

The SAP have been pleased by the enthusiasm of the design teams who have presented to them over the last year- and look forward to continuing to work closely with developers over the coming year.

3. POLICY BACKGROUND

1.1.1 One of the Mayor's aims for London is that everyone, whether resident, visitor or worker, is able to participate and enjoy all that the city has to offer. To help achieve this aim the London Plan 2011 includes a number of policies which promote an inclusive environment to help ensure that all of London's diverse communities can contribute to London's growing economy and enjoy a high quality of life.

(Shaping Neighbourhoods Accessible London: Achieving an Inclusive Environment. Supplementary Planning Guidance)

The Supplementary Planning Guidance document also goes onto state:

3.4 Access groups organisations of disabled people and older people's forums

3.4.1 The involvement of people with personal experience of impairments can often help in finding creative solutions during detailed design development. The minutes of access forum/ group meetings can provide an audit trail of how inclusive access has been considered throughout the development process.

3.4.2 Engagement with local access and older people's groups can also help to highlight particular, sometimes local, access issues that need to be addressed. Disabled people are the experts in their own access requirements and the barriers they face. Discussion with designers can highlight areas of concern and help to identify particular barriers before the scheme progresses too far. Within London boroughs there can often be a major borough organisation/ group of

disabled people and smaller groups that are subject or impairment specific."

3.4.5 For larger projects an access consultant could be employed to contact local disabled and older people to form a project specific group for the duration of the project. Such a group was formed for the Tottenham Football Club redevelopment proposals. The club set up a group with local disabled people along with disabled football supporters. The group met a number of times during the planning application process and helped to articulate the access issues that needed to be addressed by the designers.

3.4.6 Boroughs should endeavour to support and service regular meetings with their local access group and older people's forums, to ensure that the benefits of direct community involvement and the expertise of people with personal experience of disability can be reflected in the planning process.

(Shaping Neighbourhoods Accessible London: Achieving an Inclusive Environment. Supplementary Planning Guidance)

STRATEGIC ACCESS PANEL ANNUAL REPORT

The Strategic Access Panel (SAP) will assist the Mayor in delivering an inclusive and accessible City for residents of and visitors to London to enjoy, in accordance with the ambition behind London Plan Policy 7.2: An Inclusive Environment:

The Mayor will require all new development in London to achieve the highest standards of accessible and inclusive design and supports the principles of inclusive design which seek to ensure that developments:

- a can be used safely, easily and with dignity by all regardless of disability, age, gender, ethnicity or economic circumstances
- b are convenient and welcoming with no disabling barriers, so everyone can use them independently without undue effort separation or special treatment
- c are flexible and responsive taking account of what different people say they need and want, so people can use them in different ways
- d. are realistic, offering more than one solution to help balance everyone's needs, recognising that one solution may not work for all."

(The London Plan, The Spatial Development Strategy for London, Consolidated with alterations since 2011.)

This policy seeks to achieve the highest standards of accessible and inclusive design in all new developments in London. Inclusive design is a process to ensure the diverse needs of all Londoners are integrated into development proposals from the outset. This is key to ensuring that the built environment (including building, streets, open spaces and transport) is safe, accessible and convenient and enables everyone to access jobs, opportunities and facilities. It is fundamental to improving the quality of life for all Londoners particularly for disabled and older people who, despite progress in building a more accessible city in the last

decade, still experience considerable barriers to living independent and dignified lives as a result of the way the built environment is designed, built and managed.

Design Council CABE provide additional guidance on inclusive design, emphasising the importance of consultation with user groups:

An inclusive society is one that leaves no one behind.

Inclusive environments are places that work better for everybody - whether that place is a school, office, park, street, care home, bus route or train station. An inclusive approach to planning, design and management is an opportunity to use creativity and lateral thinking to make places that reflect the diversity of people who want to use them.

Inclusive environments are:

- Welcoming to everyone
- Responsive to people's needs
- Intuitive to use
- Flexible
- Offer choice when a single design solution cannot meet all user needs
- Convenient so they can be used without undue effort or special separation and so that they maximise independence.

Crucial to this is consultation with user groups, putting people who represent a diversity of age, ability, gender and community at the heart of the design process.

(<http://www.designcouncil.org.uk/projects/inclusive-environments>)

The GLAs Strategic Access Panel represents an opportunity for developers, policy officers and decision makers, to put disabled people, and representatives from associated organisations, at the heart of the design process from the outset- adopting a truly inclusive approach.

4. SAP KEY PRINCIPLES/ ASPIRATIONS

Design Council CAGE emphasise that: “Inclusive design is the responsibility of everyone who works in the built environment: planners, those who commission new buildings and places, access consultants, designers, architects, engineers, surveyors, property owners and facilities managers.”

Designing and managing the built environment inclusively is essential if we are to create a fair society and meet current and future challenges.”

The SAP support an Inclusive Design approach promoted by Design Council CAGE (above) and in The Mayor of London’s Supplementary Planning Guidance “Accessible London: Achieving An Inclusive Environment”.

The SAP are keen to assist developers in ensuring achieving a barrier free development which is welcoming, safe and usable for the diverse population of London; including disabled people.

Careful consideration of inclusive design at an early stage in the development process can help prevent barriers being created, avoiding undue effort, separation or special treatment, enabling everyone- regardless of disability, age or gender to participate equally, confidently and independently in mainstream activities with

choice and dignity.

Specialist access expertise

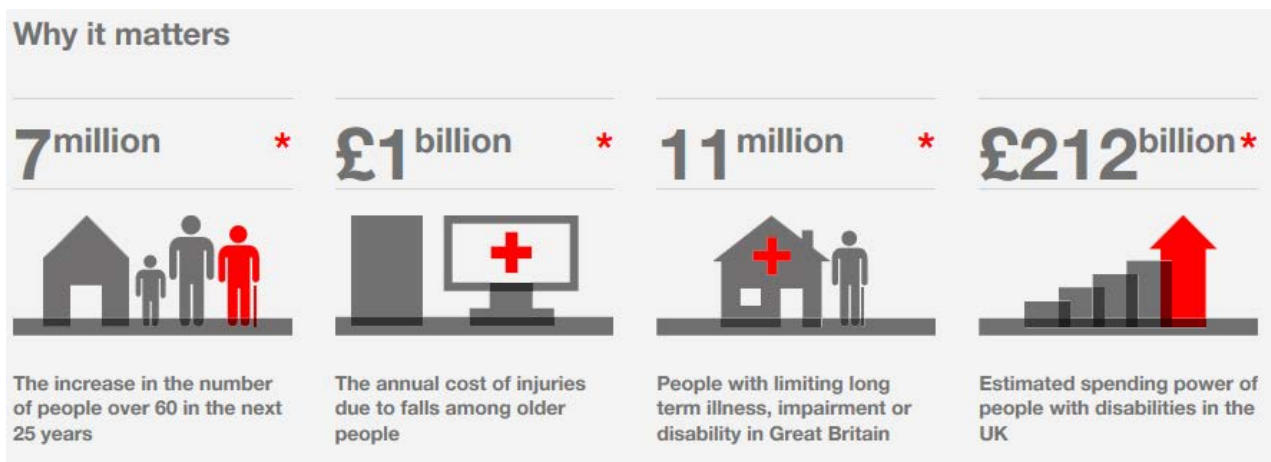
The GLAs SAP would like to promote the use of access expertise at the beginning of the development process, for example specialist access consultants or Borough level Access Officers. Accessible London provides the following guidance on this:

3.3 The use of access expertise

3.3.1 The use of access expertise at the beginning of the development process can:

- help to embed the principles of inclusive design into the project management process;
- integrate a wide range of access requirements as a matter of course,
- ensure compliance with design standards throughout all design stages;
- help ensure that any particular requirements are budgeted for from the outset and that inclusive access remains a requirement until project completion.

(Shaping Neighbourhoods Accessible London: Achieving an Inclusive Environment. Supplementary Planning Guidance)



Source: Design Council CAGE

Strategic Access Panels

The SAP would also like to promote the use of site specific/ area specific Strategic Access Panels, as the following guidance from Accessible London SPG highlights:

3.5 The role of a strategic access forum

3.5.1 For major schemes where engagement with the developer is likely to be over a long period of time or where the local group does not have the capacity, resources or necessary specialist skills, it can be appropriate for the developer to set up a specific group for the duration of the project to consider access issues during the planning, design, construction and operation of the development. These forums are often referred to as strategic access forums and have proved to be very effective in ensuring that inclusive design principles are embedded into the scheme from the outset.

(Shaping Neighbourhoods Accessible London: Achieving an Inclusive Environment. Supplementary Planning Guidance)

Inclusive Design Training

The Panel would also encourage organisations or developers to ensure that design teams are provided with training on Inclusive Design, to ensure the subject is embedded and seen as an 'essential component' of a development.

Many of the above points are aspirational points rather than conditions of presentations being made to the group- so it was decided that these could go into the annual report under a new section on: aims of the group/ long term aspirations.

5. 2015 SUMMARY OF WORK

Development projects presented at the GLAs SAP meetings in 2015 included:

Greenwich Peninsula Revised Masterplan

Greenwich Peninsula is one of the UK's largest areas of public sector land with planning consent. Working in partnership with the Mayor of London and The Royal Borough of Greenwich, the master developer Knight Dragon is creating a new district for London, including thousands of homes, and offices, schools, shops and community facilities.

Borough: Royal Borough of Greenwich

Developer: Knight Dragon

What's being delivered: This major new residential, business and leisure district will include around 10,000 new homes – including approximately 3270 affordable homes for rent or part-rent – along with 600 student beds, and 3.5 million sq ft of commercial floor space.

Estimated gross development value: £5billion

The SAP advised/ commented on:

- Event management and people movement creating a division between the underground and tube station –and quality and accessibility of the public realm
- Wayfinding and signage – defined accessible routes (including during construction) – location of dropped kerbs etc. along routes
- Location (proximity) and % of disabled persons parking bays in the public realm/ for visitors
- Demographic nature of the new neighbourhoods – reference to affordable housing
- Level of accessible housing/accessible of housing to be provided
- % of disabled person's parking serving the new homes – 10% of homes being accessible
- The need for appropriate social infrastructure to support the neighbourhoods



Greenwich and the Isle of Dogs. Source: TfL Visual Image Service'

STRATEGIC ACCESS PANEL ANNUAL REPORT

The Old Oak Common Opportunity Area

A High Speed 2 and Crossrail interchange is due to be built at Old Oak Common in West London by 2026, and it will transform one of the most inaccessible parts of the capital into a well-connected, world-class transport hub, handling 250,000 passengers a day.

To maximise this once-in-a-lifetime opportunity the Mayor of London, Boris Johnson, launched the Development Corporation in April to drive forward future regeneration and deliver up to 25,500 homes and 65,000 jobs. It will look to create the standard-bearer for new sustainable neighborhoods, delivering housing and commercial development, creating opportunities for local people and driving innovation and growth in London and the UK.

London's Deputy Mayor for Planning and Chairman of the OPDC (Oak & Park Royal Development Corporation) Board, Sir Edward Lister, said: "The scale of the opportunity at Old Oak and Park Royal is enormous. Nowhere else in London has the potential to deliver so many new homes and jobs and it is vital that we deliver a new high-quality piece of the capital for the benefit of the area and the communities that surround it. This new group will help to ensure that our ambitions to secure world class architecture and exemplar place-making are realised."

The SAP advised/ commented on:

- The accessibility of transport interchanges/ stations (entire journey approach)
- Given the scale of the scheme, the formation of a scheme specific built environment access panel
- Access/ inclusion 'champions'
- The possibility of writing access/inclusion requirements into the tender process
- Housing density figures and accessible housing
- Future proofing the development for the diverse population of London and future populations



Aerial photo of the Old Oak Common Opportunity Area- with a 'red line' defining the development area.

(Source: Old Oak Common OAPF)

London's Garden Bridge

The Garden Bridge is a new 366m-long footbridge that will stretch across the River Thames, from the top of Temple underground station on the Northbank to the South Bank. The bridge will hold an expansive garden. Footpaths will weave through the garden, creating a new pedestrian route which will be free and open to all between the hours of 6am–midnight.



Source: Garden Bridge Trust

The SAP advised/ commented on:

- -Provision of level access; lifts and ramps
- Evacuation of disabled people in an emergency
- Access from nearby public transport nodes
- Inclusivity and 'prominence' of accessible routes/ features- equality in approach
- Toilet provision
- Suitability of surface finishes and materials proposed for a range of users- including wheelchair users and people with ambulant mobility difficulties
- Provision and design of seating- suitable for a range of users, as well as adequate levels of provision
- Involvement of access professionals in the design process
- Involvement of disabled people/ access groups during the design process
- Minimum design standards and achieving the 'highest standards' in inclusive and accessible design.



Artists impression of the Garden Bridge from looking East up the Thames.

(Source: Garden Bridge Trust)

Consultations which have been presented to the SAP included:

Transport for London's (TfL's) "Streetscape Guidance" Streetscape Guidance Overview

Last published in 2009, TfL's draft revised 'Streetscape Guidance' is a publicly accessible document that provides easy access to standard materials and illustrative layouts recommended for London's streets - and in particular the Transport for London Road Network (TLRN).



Source: Draft Revised Streetscape Guidance, TfL:.

The document (due for public consultation early 2016) provides an update on the street types work, design principles, materials, and technical standards and aims to be a designer's first port of call for any work involving London's streets. It has now been comprehensively updated to reflect established and emerging best practice and several changes in policy, including the work of the 'Better Streets' programme and the 'Roads Task Force'.

Draft Interim Housing Supplementary Planning Guidance (Greater London Authority)

The SAP submitted formal consultation comments on the Greater London Authorities Draft Interim Housing SPG (Supplementary Planning Guidance) in June 2015.

**Minor Alterations to the London Plan (Housing and Parking) (Greater London Authority).**

The SAP submitted formal consultation comments into the Minor Alterations to the London Plan consultation process in June 2015, and members of the group spoke at the Examination in Public of the Minor Alterations in October 2015.

Training provided on the National Housing Standards Review (Department for Communities and Local Government)

The final Housing Standards Review outcome was published on 27 March 2015 which included a new approach to the setting of technical housing standards in England and a new set of streamlined national technical standards, including those on accessible housing. The group received training on the outcome of the review in early 2015, to ensure the group are up to date on the latest developments in terms of accessible housing.

6. WHO ARE GLA'S STRATEGIC ACCESS PANEL? MEMBERS INCLUDE...

Glyn Kyle

Position on SAP: Chair

Glyn is the former Chair of Age UK London, and is currently a Trustee of Age UK East London. He is involved in consumer representation. In Housing, he is an independent board member of Orbit East & South and Chair of its Operations Committee, and was appointed more recently an independent member of Swan's Operations Committee. In Transport, he is a board member and the accessibility champion at London TravelWatch, the operating name of London Transport Users' Committee. In Health, he is the Chair of Health Watch City of London.



Robert Harris

Position on SAP: Full member

Robert Harris is Engagement Manager for Guide Dogs in London, he is also a member of the London Vision Impairment Forum so represents the views of vision impaired people when it comes to accessibility in London. Robert has a passion for his role within Guide Dogs in reaching out to blind and partially sighted people in the city, promoting the range of mobility services available and ensuring vision impaired people enjoy the same freedom of movement as everyone else.



Sue Elsegood

Position on SAP: Full member

Sue a passionate campaigner for Access, Inclusion, Rights and Independent Living. She is a Trustee & Volunteer for GAD-CIL (Greenwich Association of Disabled People's Centre for Independent Living) since 1990, and a Disability Rights Activist in DAN (Disabled People's Direct Action Network) since its formation in 1992. A founding Forum Member of AATO2 (Access At The O2) since 2008 and has been a Member of the LAF (London Access Forum) prior to the formation of the current SAP in 2014.



Salli Booth

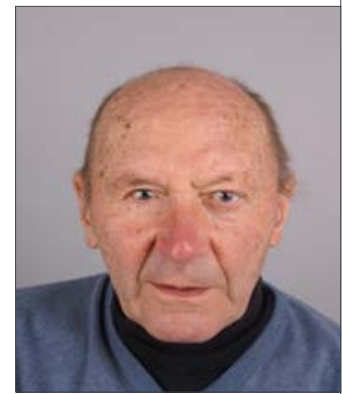
Position on SAP: Full member

Salli is a Building Surveyor who has worked for Local Government, including the Greater London Council and the Inner London Education Authority. Salli is a lifelong campaigner around Equality and the Built Environment. Salli sat on the Management Committee of Haringey Disability First Consortium and is also a Founder-member and the Chair of Disabled people; 14% of Haringey, and is a member of the Transport for London Independent Disability Advisory Group.



Peter Barker OBE**Position on SAP: Full member**

Peter graduated as a Mechanical Engineer and has worked in industry for 30 years. Later he set up the Joint Mobility Unit (JMU) Access Partnership. He was a member of the Disabled Persons Transport Advisory Committee and Chaired their Built Environment Group. He was chair of the Joint Committee on Mobility of Blind and Partially Sighted people (JCMBPS), and has been a member of numerous committees involved in writing and setting standards and government policy.

**Gordon Deuchars****Position on SAP: Full member**

Gordon Deuchars works for Age UK London: who are a London regional charity (separate from Age UK who are a national charity). Gordon's specialist areas are policy, influencing and campaign work to promote older people's issues in London. He has developed and coordinated campaigns on issues ranging from social care to transport and employment for older people. Before joining Age UK London, Gordon was Policy Officer for AGE, the European Older People's Platform, where Gordon was responsible for developing international networks on issues like pension reform and social inclusion.

**Gideon Feldman****Position on SAP: Full member**

Gideon is the Senior Project Manager with "Attitude is Everything", a charity supporting the music and events industries be as accessible as they can be for Deaf and disabled customers, performers and employees. With a background in Production and Tour Management, experience of working large scale festivals and multisport events he has an understanding of what can be achieved and how to influence change from an event specific environment.

**Mik Scarlet****Position on SAP: Full member**

Mik has been passionate about inclusive design for decades, which has led him to venture into the world of access consultancy and inclusivity training alongside his career in the media. Mik believes strongly that once inclusive design and practices have been adopted, on a national and international scale, disabled people will no longer be excluded from society. Mik is proud of the work the panel do in assisting the Mayor and GLA to ensure London is a shining light of inclusion and access for all.



STRATEGIC ACCESS PANEL ANNUAL REPORT

Val Fone

Position on SAP: Full member

Val is the Director of Action and Rights of Disabled People in Newham. As a disabled person, she is passionate about doing all she can to ensure that she and other disabled people have access to inclusive environments.

Val has represented Action and Rights of Disabled People in Newham on many access forums such as the London Access Forum, the Olympic Delivery Authority Access and Inclusion Panel and Accessible Transport Panel as well as the Stratford City Consultative Access Group. She is currently an active participant of the London Legacy Development Corporation's Built Environment Access Panel, and Transport for London's Sub Regional Mobility Forum.



Clive Durdle

Position on SAP: Full member

I have forty years' experience of health, social, and housing services including being a Director of a User Led Organisation, degree in Social Administration, Master's Degree in Urban Policy, professional qualifications in social work, housing and access and being the Chair of a cooperative Housing Association. I believe we can find solutions together to the issues we face, by thinking through carefully where we have come from, where we are and asking where we wish to be. I use ecological, person centred and whole systems thinking with community development ideas and inclusive design to find sustainable and inclusive solutions.



Rita Olufunmi Adeoye

Position on SAP: Observer member

Rita is an Access Officer for the London Borough of Redbridge. Previously worked for JMU Access partnership, Rita has a masters in Inclusive Environments – Design and Management: University of Reading and is a member of the NRAC (National register of Access Consultants). She is particularly interested in widening awareness of access issues in every sector and assists the local authority in ensuring their services are accessible to disabled people regardless of their abilities. In my role, I currently interface on behalf of disabled people in carrying out my responsibilities with Members, senior officers and outside bodies.



7. SAPs AIMS FOR 2016

SAP will work tirelessly to ensure that inclusive design principles are embedded into their work through their aims, which for the coming year are;

To engage with the new Mayor of London

- To continue to provide support to the GLAs Development and Projects Team, and continue to advise on strategic planning applications, which are referred to the Greater London Authority for decision.
- To continue to work with the GLAs London Plan Team on emerging policy in relation to inclusive design and access issues.
- To assist the Greater London Authority with the scheduled full review of the London Plan: the spatial development strategy for London.
- To continue to support and promote the policies and principles contained in the Supplementary Planning Guidance Document Accessible London: Achieving an Inclusive Environment.
- To support the Mayors new Housing Standards in terms of accessible housing i.e. the application of the Building Regulations optional standards M4(2) accessible and adaptable dwellings and M4(3) wheelchair user dwellings.
- To encourage developers to employ access professionals as part of their design teams, from the outset- to ensure inclusive design is incorporated and embedded into the process at the earliest possible stage.
- To encourage developers and design teams to ensure that their teams have received training on inclusive design, specifically access and inclusion for disabled people.

- To continue to work with the developers who present to the group- to create schemes which achieve the highest standards in inclusive design.
- The SAP have been pleased by the enthusiasm of the design teams who have presented to them over the last year- and look forward to continuing to work closely with developers over the coming year.

8. RESEARCH PROJECT

The GLAs SAP is keen to promote the use of access panels, in particular in relation to the creation of the built environment, and as such will be taking part in the following research project being undertaken by Professor Rob Imrie and Goldsmiths University of London over the forthcoming year:

The role of access panels: a research project, directed by Professor Rob Imrie

We are a research team based in the Department of Sociology at Goldsmiths University of London running a three-research project looking at the role of inclusive design in shaping the design of the built environment. We are particularly interested in how designers and their teams respond to the views and observations of people who are ordinarily not part of the design process. We believe that it is impossible to design well without the views and ideas of such people. Over the next year, we want to find out more about how access panels are operating to make a difference to the ways in which designers and their teams approach the design process. We have three specific objectives:

To find out about how the access panel was set up and how its members work with one another to achieve outcomes.

To observe how the access panel interacts with designers and development teams, and how they are able to shape their views and actions.

To find out what designers and development teams think of the experience in meeting the access panel and how they respond to them.

You can find out more about our work by visiting the following web site:

<http://universalisingdesign.info>

Email: rob.imrie@gold.ac.uk

Rob Imrie, August 30th 2015

9. CLOSING STATEMENT

GLA Strategic Access Panel Annual Report 2015



In the Foreword to Accessible London: creating an inclusive environment SPG I encouraged users of the document to consider the content of the SPG and how we could continue this inclusive approach to development and make London the most accessible city on earth.

My 20:20 Vision sets out what is needed for London to thrive as the best city in the world. I also want London to be the most accessible city in the world. We have shown what we can do in the Olympic Park and we can use that experience to ensure that all new development in London maintains this high level of accessibility - helping to change perceptions of disability and enabling disabled people to be part of our economy and fully contribute to our great city. All proposals can learn from the Olympic and Paralympic experience and can aim as high.

This is not just about disabled people. We have a growing population of older people and as we get older we all start to experience barriers to living independent and dignified lives as a result of the way buildings, places and spaces have been designed, built and managed.

I am delighted that the London Plan Team has taken these aspirations on board, and have set up the Greater London Authority's (GLA's)

Strategic Access Panel.

Along with the Accessible London SPG, the Strategic Access Panel is working to provide guidance on what measures developers can include in their building designs and operations to achieve the highest standards of access and inclusion, drawing upon real life user experience.

The Strategic Access Panel are working with developers and the GLA policy makers, making a very valuable contribution to helping achieve my aim of London being the most accessible City in the world.

Congratulations on this important work.

A handwritten signature in black ink, appearing to read 'Boris Johnson', written in a cursive style.

Boris Johnson
Mayor of London

10. APPENDIX 1.

Terms of Reference of the Strategic Access Panel

1. Scope

1.1 The Strategic Access Panel (SAP) will assist the Mayor in delivering an inclusive and accessible city in accordance with the ambition behind London Plan Policy 7.2 An Inclusive Environment which states:

“The Mayor will require all new development in London to achieve the highest standards of accessible and inclusive design and supports the principles of inclusive design which seek to ensure that developments:

- a can be used safely, easily and with dignity by all regardless of disability, age, gender, ethnicity or economic circumstances
- b are convenient and welcoming with no disabling barriers, so everyone can use them independently without undue effort separation or special treatment
- c are flexible and responsive taking account of what different people say they need and want, so people can use them in different ways
- d are realistic, offering more than one solution to help balance everyone’s needs, recognising that one solution may not work for all.”

1.2 The agenda for SAP meetings will be set by GLA Officers.

2. Objectives

- 2.1 To comment upon information supplied from the GLA, and on occasion, other stakeholders, regarding the design of the built environment within Opportunity Areas.
- 2.2 To provide comment on strategic planning proposals when requested to do so by

GLA officers or the Mayor; both at the pre-application stage and in response to formal consultation on planning applications for projects particularly those where there is no other local Consultative Access Forum in place.

- 2.3 To provide information to the Mayor, in relation to Inclusive Design Standards and built environment proposals for GLA funded infrastructure projects which do not have in place a Consultative Access Forum.
- 2.4 To work with the GLA to develop solutions to access and inclusion issues raised through GLA funded projects, including those identified during wider public consultation.
- 2.5 To form smaller workgroups, as and when required, to provide specialist advice and support in relation to those projects detailed within 2.4 above.
- 2.6 Such comment to be given in an accurate and timely manner.

3. Chair

- 3.1 The Chair of the SAP will be appointed through an advertised recruitment process and must have the appropriate relevant experience in the field of inclusive design.
- 3.2 The Chair will be appointed for a term of 3 years before a process of re-recruitment will take place.
- 3.3 The Chair is expected to attend and Chair all SAP meetings, and if they cannot attend a meeting they should nominate another group member to Chair the meeting in their place.

4. Membership

- 4.1 Total membership of SAP will not exceed 10 individuals who will each have appropriate experience in the area of inclusion and access. These will include but are not limited to representatives of organisations of disabled people

and relevant community groups / forums, national disability and access organisations, bodies and charities specialising in inclusion and access for disabled people.

- 4.2 Members will be appointed by the GLA following an advertised recruitment process.
- 4.3 Members will stand for a maximum of a 3 year term, before a process of re-recruitment will take place.
- 4.4 Members of the group will be expected to attend the majority of formal meetings. If a Member who represents an organisation knows they will not be able to attend a meeting, they should (wherever possible) appoint a colleague or someone else from their organisation (when part of an organisation) to attend as an observer in their place. Individual members should send apologies.
- 4.5 Apologies should, wherever possible be provided 2 weeks in advance of meetings. Member attendance will be reviewed via an annual review process, and any members whose attendance is not felt to be satisfactory will be asked to stand down as full members of the group.
- 4.6 Observers may include but are not limited to:
 - The GLA Development Planning and Strategic Planning Teams;
 - The GLA's Principal Advisor on Access;
 - and
 - The GLA's Housing and Land Directorate and Regeneration Team.
 - Other interested parties, Borough representatives, representatives of relevant organisations who do not already have representatives on the panel.

Observer members should notify the relevant GLA officers of their intent to attend 2 weeks in advance, to allow arrangements for attendees to be made.

- 4.7 The membership list (full and observer) will be varied as appropriate by the GLA or by the Chair, and can be reviewed at any appropriate point.
- 4.8 Additional members including; access experts or access consultants may be co-opted to the SAP, where particular expertise is required at the discretion of the Chair and the GLA.

5. Meeting Frequency

- 5.1 The SAP will generally meet monthly, dates, times and locations to be determined / set by the GLA.
- 5.2 Panel members may be asked to attend smaller working groups in addition to the monthly meetings at the discretion of the Chair and subject to their own availability. Where they are asked to do so, it will be clarified at point of invitation whether they will receive attendance payment or will be able to claim travel (see point 13.) It will then be at the member's discretion whether they decide to attend or not.
- 5.3 GLA will endeavour to circulate meeting minutes within 2 weeks of meetings. Invitations, agenda, minutes and other papers will be circulated at least one week in advance of the meetings wherever possible.
- 5.4 Members of the group will be given at least one month's notice of full SAP meetings, and at point of notice will be informed of the date, time and location of the meeting.

STRATEGIC ACCESS PANEL ANNUAL REPORT

6. Authority

- 6.1 From time to time, GLA officers may seek particular information from members and their allied organisations (i.e. working groups) through structures deriving from or reporting initially to the SAP.
- 6.2 Any working groups deriving from the SAP (see 5.2) shall report to the SAP in a timely manner.

7. Annual Review

- 7.1 The GLA and the groups Chair will undertake an annual review every 12 months, assessing:
- The effectiveness of the group/ structure of meetings
 - Group members attendance
 - Whether members are (where relevant) reporting back to their organisations
 - Group members' general adherence to these Terms of Reference.

8. Accountability and Reporting

- 8.1 Any meetings held under the provision of item 6.2 shall be reported to the next meeting of the SAP.
- 8.2 GLA representatives shall ensure that issues raised in meetings of the SAP are brought directly and expeditiously to the attention of the responsible staff in their organisations/ back to external presenters.
- 8.3 Members who represent an organisation should (where appropriate) keep their organisation up to date with the groups work- feeding back and updating where appropriate.

9. Key Inputs

- 9.1 The SAP will require the following inputs for its meetings:
- Minutes and action logs from previous meetings
 - Project presentations (preferably in advance of meeting wherever possible).

10. Reasonable Adjustments

- 10.1 Reasonable adjustments are changes that the GLA will make to policies, practices, service provision and to the physical features of premises, where they act to disadvantage the involvement of disabled people.
- 10.2 The GLA recognise the duty to make reasonable adjustments in a timely manner once they are made aware of any requests/ requirements.
- 10.3 When organising meetings the GLA will ensure that reasonable adjustments are made to enable disabled people who are full members of the SAP to actively participate in meetings.
- 10.4 Members of guests or speakers of the SAP who request reasonable adjustments should request them at least 3 weeks prior to the SAP meeting, to allow arrangements/ bookings to be made. If a member who has requested reasonable adjustments finds they cannot attend, they should (unless in the case of unavoidable emergency) notify the GLA 2 weeks before the meeting to allow the cancellation of any booking. Any members failure to do so will be discussed in the SAPs annual review.
- 10.5 Requests for reasonable adjustments from observer members of the SAP will be considered on a case by case basis.

11. Travel expenses

- 11.1 Full SAP members will be reimbursed for reasonable travel expenses they incur when attending meetings of the SAP on a cost recovery basis.
- 11.2 In accordance with the GLA's Expenses and Benefits Framework public transport should be used wherever possible: "The Mayor and Assembly are committed to the use of public transport. Everyone is expected to use public transport wherever

possible, and taxis and private cars should only be used when public transport is unavailable or impractical. Where a taxi or private car is used an explicit reason must be given as to why public transport is unavailable or impractical in order for the claim to be processed. A statement to the effect that “public transport was not available” is not sufficient in relation to the use of taxis or cars.

If a member of the SAP needs to use personal transport as public transport is not accessible for them, this should be stated on the claim form.

- 11.3 The following guidance from the GLA’s Expenses and Benefits Framework should also be followed:
 “All claims for Oyster card journeys must be supported by a printout of the journeys undertaken with the GLA business journeys highlighted and the reason for the journey stated on the expense claim form.” “Standard class is the normal class of travel”.
- 11.4 Full members must always submit original receipts to support the ex-pense claim. Members must also explain the nature and purpose of the expense i.e. members must explain why an expense was incurred as well as what the expense was.
- 11.5 Where receipts cannot be obtained (for example, when an Oyster Card is used for business travel), members should provide a description of the SAP related meeting attended when the expense form is submitted (such as a print out of journey from the registered Oyster).
- 11.6 Expenses payments can only be made to full SAP members. Observer Members of the SAP/ observers at meetings cannot claim expenses.

12. Recognition Payment

- 12.1 The GLA will make a payment of £50 to full members of the SAP for each panel

meeting they attend. Observer members cannot claim this payment.

- 12.2 This is not intended as a payment to members attending as part of their full time employment e.g. members employed by an organisation attending SAP to represent that organisation.
- 12.3 Following each meeting SAP Members wishing to receive their ‘GLA Participant Incentive Payment’ should complete the ‘GLA Participant Incentive Payment form’ and return it to Preeti Sahaye (Business Support Officer).

13. Additional meetings

- 13.1 If full members of the SAP are asked to attend additional or sub group meetings, it will be clarified at point of invitation whether they will receive recognition payment or expenses payment for attending these meetings. It will then be at the member’s discretion whether they decide to attend or not.

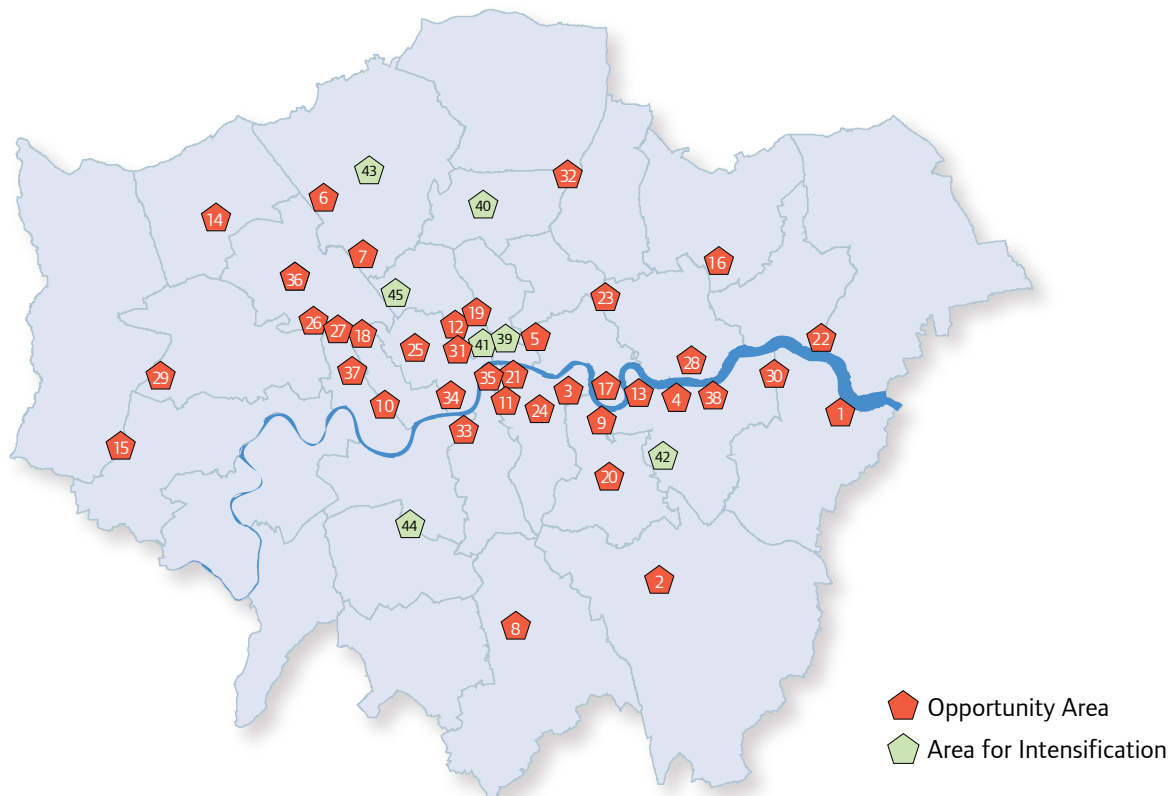
14. Confidentiality, public statements/ Press/ Media/ Social Media

- 14.1 SAP members (full members and observers) may be given access to confidential or ‘non-public’ information. In agreeing to these Terms of Reference and in addition to any other obligations that members may have to the GLA Family.
- 14.2 SAP members (full members and observers) will not directly or indirectly for any purpose other than their membership of the SAP:
- i disclose any confidential information to any third party (including organisations individuals may be representing on the SAP) except as expressly permitted; or
 - ii make any statement to, or communicate with the media or social media in respect of confidential information or in any way publish the same;

STRATEGIC ACCESS PANEL ANNUAL REPORT

- 14.3 SAP members (full members and observers) will be clearly informed when information is confidential or 'non-public' and discussions are to be 'off the record'.
- 14.4 Confidential information will remain so for as long as it is confidential to the GLA or to any third party to whom the GLA owes a duty of confidentiality.
- 14.5 This will not prevent SAP members from using or disclosing any confidential information which they are authorised to use or disclose as required to disclose by law.)
- 14.6 Members may be asked to sign a confidentiality agreement by the GLA if required, either to cover all SAP activities, or to cover a single project/ scheme.
- 14.7 SAP Members should not claim to or give the impression that they represent the views of, (in writing or verbally) the SAP, either publically or privately, without approval from the GLA and the Chair.

Appendix 1: Map 2.4 from the London Plan



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Opportunity Areas

- | | |
|--------------------------------------|---|
| 1 Bexley Riverside | 20 Lewisham, Catford & New Cross |
| 2 Bromley | 21 London Bridge, Borough & Bankside |
| 3 Canada Water | 22 London Riverside |
| 4 Charlton Riverside | 23 Lower Lee Valley (including Stratford) |
| 5 City Fringe/Tech City | 24 Old Kent Road |
| 6 Colindale/Burnt Oak | 25 Paddington |
| 7 Cricklewood/Brent Cross | 26 Park Royal |
| 8 Croydon | 27 Old Oak Common |
| 9 Deptford Creek/Greenwich Riverside | 28 Royal Docks and Beckton Waterfront |
| 10 Earls Court & West Kensington | 29 Southall |
| 11 Elephant & Castle | 30 Thamesmead & Abbey Wood |
| 12 Euston | 31 Tottenham Court Road |
| 13 Greenwich Peninsula | 32 Upper Lee Valley |
| 14 Harrow & Wealdstone | 33 Vauxhall, Nine Elms & Battersea |
| 15 Heathrow | 34 Victoria |
| 16 Ilford | 35 Waterloo |
| 17 Isle of Dogs | 36 Wembley |
| 18 Kensal Canalside | 37 White City |
| 19 King's Cross - St Pancras | 38 Woolwich |

Areas for Intensification

- 39 Farringdon/Smithfield
- 40 Haringey Heartlands/Wood Green
- 41 Holborn
- 42 Kidbrooke
- 43 Mill Hill East
- 44 South Wimbledon/Colliers Wood
- 45 West Hampstead Interchange

Source: The London Plan 2015 (consolidated with alterations since 2011)

11. APPENDIX 2.

GLA support for the Strategic Access Panel was provided in 2015 by:

John Lett	Strategic Planning Manager	The London Plan Team
Jennifer Peters	Strategic Planning Manager	The London Plan Team
Neil Smith	Interim Principal Advisor (Access)	The London Plan Team
Rachel Smalley	Interim Principal Advisor (Access)	The London Plan Team
Pippa Jackson	Interim Principal Advisor (Access)	The London Plan Team

MAYOR OF LONDON
