

APPENDIX 2

Audit Item	Suggested Actions	Priority	Budget Implications	Target Date for Completion	Notes
Fittings	Barton Road and Littleport toilets – replace the white fittings with contrasting colour fittings to the colour of the walls, e.g. navy-blue fittings.	B	L	2023	Completed
Door fittings and locks	Install locks to the men’s toilets at the Soham site.	A	L	2022	Completed
	Change the door handle on the Family Toilet/Baby Changing room door to a D style handle. (Ship Lane toilets)	B	L	2022	Completed
Ambulant toilet facilities	Consider providing ambulant cubicles at each site, where possible.	C	L	2024	Currently under review
Wheelchair users	Re locate the basin in the accessible toilet at the Ship Lane site so that the basin is in reach of a person sitting on the toilet.	B	I	2023	Reviewing
	Install alarms in each of the accessible toilets.	C	I	2024	Under review
	Ensure that the coat hooks in every accessible toilet are at an accessible height.	B	L	2022	Completed

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Cubicles	Ensure each accessible toilet is fitted with a mirror above the wash hand basins and long mirrors.	B	L	2022	Completed
	Provide a colostomy changing surface and consider the provision of a sanitary dispenser in all the accessible toilets.	B	L	2022	Reviewing
	Soap dispensers and toilet roll holders should be relocated and securely fixed at no more than 1000mm above floor level.	B	L	2022	Completed
Baby changing facilities	Provide baby change stations in both male and female toilet rooms in the absence of a family room. (There is no fixed or regulation height at which baby changing units should be fitted to but most manufacturers agree that the height should be between 730mm and 800mm from the floor. This seems to be the most comfortable height for a	B	L	2022	Baby change station has been installed at Palace Green ladies facility. Space in the gents is currently being reviewed.

	number of users, male and female alike.)				
Signage	Door signs should incorporate braille or embossed text for the visually impaired.	B	L	2023	In progress
	Replace missing door signs at the Soham site.	B	L	2022	In progress
	Replace any signage in uppercase to lower case with only the first letter having a capital letter.	B	L	2022	In progress
	Provide more locational signage to aid visitors to find the public toilets.	B	L	2022	Needs to be reviewed
	Consider the application of braille signage generally and larger hot and cold indicators above the wash basin taps in the accessible toilets.	B	L	2022	In progress
General access	Relocate the bin at the entrance to the toilets at Cloisters location.	B	L	2022	On further investigation this is an isolated incident
	Highlight any steps with contrasting coloured nosings.	B	L	2022	In progress- mostly completed

	Repair the surface to the ramp at the Soham site and mark the start and end of the ramp as it is the same colour as the landing so offers no contrast for a visually impaired person.	A	L	ASAP	Completed
	Highlight the kerb on both sides at the entrance to the Barton Road toilets.	B	L	2022	Completed
Hygiene and cleanliness	Repairs and better housekeeping needed at the toilets at the Soham site.	B	L	2022	Noted and this is being monitored

Priority A: Where there are potential health and safety risks or where failure to implement changes would be highly likely to attract legal implications. Immediate action is recommended to put changes into effect.

Priority B: Where action is recommended within the short term to alleviate an access problem or make improvements that will have a considerable impact.

Priority C: Where action is recommended within 12 - 24 months to improve access.

Priority D: Where the recommendation involves excessive costs or should be implemented as part of a long-term plan.

L - Low Such recommendations are likely to be achievable for a budget of less than £1000

I - Intermediate Such recommendations are likely to be achievable for a revenue budget of between £1000 & £5000. Such action may need allowing for at annual budget planning time.