Marlbury Access Consultancy
Inclusive design and access audits



Access audit

Marlbury Civic Library, Market Walk, Marlbury

Survey 06 May 2026
Client Marlbury Borough Council | Reference RK-2026-0509 | Auditor Hannah Petrakis, NRAC | Journey Arrival to escape, with the library manager

Priority A	Priority B	Priority C
10	15	12

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Document control

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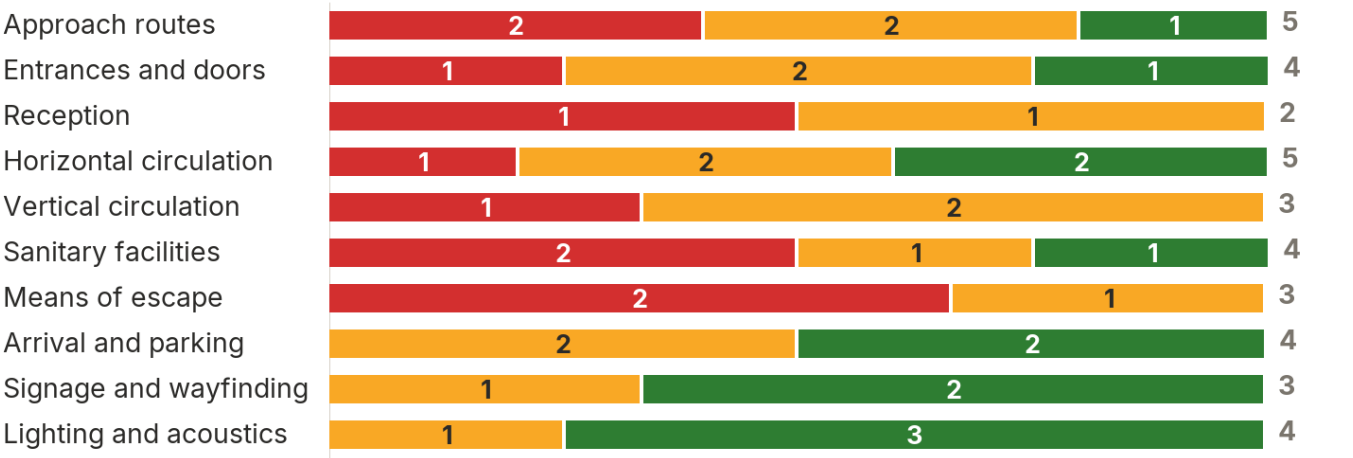
1 Executive summary

The barriers that matter most, by journey stage, and what to put right first

Marlbury Civic Library is a two-storey public library of 1972 with a 2009 entrance extension. We walked every public and staff area with the library manager on 6 May 2026, measuring door forces, gradients, step profiles and light levels. The ground floor is accessible to most visitors by a ramped entrance and the public areas are generally well laid out. The principal barriers are the first floor, which is reached only by stairs because the platform lift has been out of service since January 2026, the accessible WC, which is used for storage and has no assistance alarm, and the entrance door, whose opening force is above the recommended 30 N. Of the 59 features audited, 37 need action, 10 of them priority A; the action plan in section 14 lists every one of them. Repair the lift first and offer the first-floor collections at the ground-floor desk until it is working; the other priority A items can be completed by management within the current financial year. The boiler room was not audited; the alarm, lift and hearing loop were observed, not tested.

Features audited	Need action	Non-compliant	No-cost actions
59	37	10	5
in 10 stages	in the plan	features	management

A	B	C
10	15	12



NOTE

How to use this audit
The audit does not decide what is a reasonable adjustment: that depends on the duty holder's resources, the use of the building and the people who use it. It gives the duty holder the information to make that decision, to plan improvements and to show that access has been considered.

2 Introduction and method

This access audit of Marlbury Civic Library, 3 Market Walk, Marlbury (public building) was carried out on 06 May 2026. Its scope is the whole building. The audit follows the journey a disabled visitor or employee makes: arriving and parking, approaching the building, getting in, being received, moving around each floor, moving between floors, using the sanitary facilities, finding the way, seeing and hearing, and getting out in an emergency. It closes with the management arrangements that support physical access.

Features have been compared with the design guidance stated below (BS 8300-2:2018 and Approved Document M (Volume 2)). An existing building is not required to meet current guidance retrospectively; the comparison identifies where the building falls short of good practice so that the duty holder can decide what adjustments are reasonable.

Audit details

Duty holder / building manager	Marlbury Borough Council, Libraries Service	Accompanied by	Library manager
Floors and areas audited	Ground and first floors, public and staff areas, car park and approach	Areas not audited and why	Boiler room (no public or staff access)
Design guidance benchmark	BS 8300-2:2018 and Approved Document M (Volume 2), applied in our own wording	Equipment used	Laser distance meter, door-force gauge, digital level, lux meter

2.1 How each item is assessed

Each feature in the audit tables carries a **compliance** status and, where action is needed, a **priority**, a recommendation and an indicative cost band. Compliance is recorded as one of: **Compliant** (meets the guidance), **Partially compliant** (meets it in part or with a workable management arrangement), **Non-compliant** (falls short and creates a barrier) or **Not applicable** (the feature is not present or not relevant). The priorities are:

Rating	Meaning	Timescale
A	High priority: the feature prevents or seriously restricts access, or creates a safety risk, for disabled people.	Act within 3 months or at the first opportunity
B	Medium priority: the feature makes access difficult or undignified.	Plan the work within the next maintenance cycle or budget round
C	Low priority: an improvement that is desirable but not critical.	At the next refurbishment or replacement cycle

Indicative cost bands: **Nil** (management or procedure only), **Low** (minor works or equipment, typically under about £1,000), **Medium** (building works by a contractor, typically £1,000 to £10,000) and **High** (significant alteration, typically over £10,000). They are order-of-magnitude guides for budgeting, not estimates, and exclude fees and VAT.

This audit records what was seen and measured on the day of the visit, from the routes a visitor or member of staff would use. Door forces, gradients, widths, step profiles and light levels were measured; the alarm, the lift and the hearing loop were observed, not tested, and nothing was opened up. Areas without access on the day are named in the audit details and were not audited.

3 Arrival and parking

2 B | 2 C

Table 3.1 Arrival and parking

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
3.1	Designated accessible parking bays	Two designated bays in the 24-space car park, 40 m from the entrance	Partial	B	Provide a third bay closer to the entrance	Medium	
3.2	Bay size, markings and signage	Bays 2.4 m wide with 1.2 m hatched zone; signage faded	Partial	C	Repaint the markings and renew the sign	Low	
3.3	Distance and route from bays to entrance	Level tarmac route with dropped kerb; no tactile paving	Partial	B	Install blister paving at the crossing	Medium	
3.4	Setting-down point	No designated setting-down point	No	C	Mark a setting-down bay by the entrance	Low	
3.5	Public transport stop and street approach	Bus stop 80 m away; pavement in good condition	Yes		None		

4 Approach routes

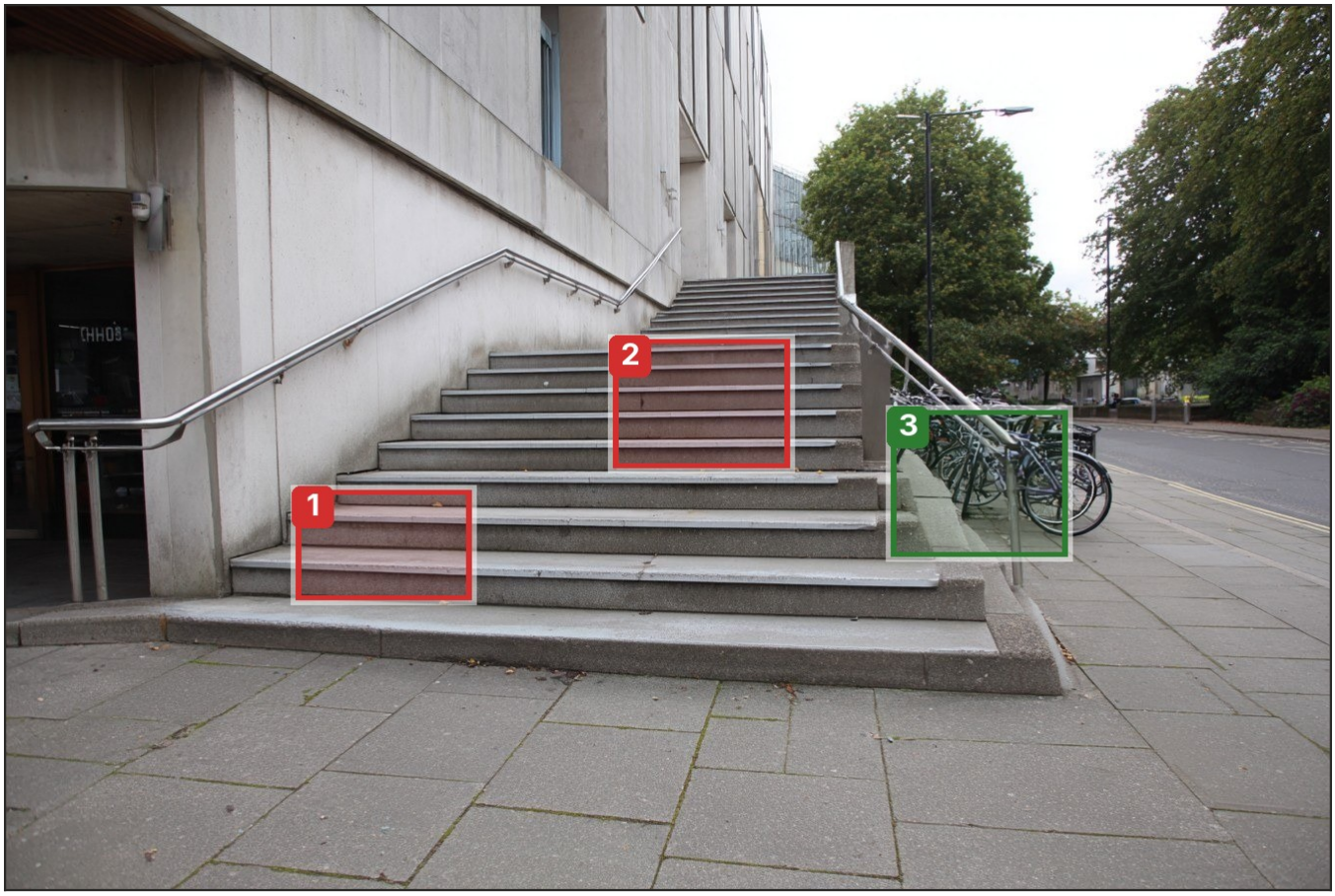
2 A | 2 B | 1 C

Table 4.1 Approach routes

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
4.1	Path width, surface and gradient	Paved path 1.8 m wide, gradient 1:25 maximum	Yes		None		
4.2	Dropped kerbs and tactile paving	Dropped kerb present; no tactile paving	Partial	B	Install tactile paving	Medium	
4.3	External steps: nosings and contrast	Wide flight of about ten external steps; nosings not contrasted	No	A	Fit 55 mm contrasting nosings to every step	Medium	Figure 4.1
4.4	External steps: handrails	Flight over 2 m wide with handrails at the sides only; no central rail	No	A	Fit a central handrail	Medium	Figure 4.1
4.5	External ramps, landings and handrails	Ramp 1:15, 1.5 m wide, landings compliant, handrails both sides	Yes		None		
4.6	Obstructions, street furniture and overhangs	Cycle stands partly obstruct the path at the foot of the steps	Partial	C	Relocate the stands	Low	Figure 4.1
4.7	External lighting	Two bollard lights; 15 lux at the ramp	Partial	B	Improve the lighting to 100 lux	Medium	

Figure 4.1 External steps

Approach from Market Walk





Step nosings A

Barrier: step nosings not contrasted.
Effect: step edges hard to see.
Action: fit 55 mm contrasting nosings to every step.



No central handrail A

Barrier: flight over 2 m wide with handrails at the sides only.
Effect: no rail within reach mid-flight.
Action: fit a central handrail.



Obstruction C

Barrier: cycle stands partly obstruct the approach at the foot of the steps.
Effect: route narrows below 1.2 m.
Action: relocate the stands.

5 Entrances and doors

1 A | 2 B | 1 C

Table 5.1 Entrances and doors

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
5.1	Principal entrance: level threshold and landing	Level threshold; landing 1.5 m x 1.5 m	Yes		None		
5.2	Entrance door: clear width and opening force	Clear width 900 mm; opening force 45 N	No	A	Adjust the closer to 30 N or fit a power-assisted opener	Medium	Figure 5.1
5.3	Door type, automation and controls	Manual double doors with closers	Partial	B	Fit an automatic opener	Medium	
5.4	Vision panels, manifestation and contrast	Vision panels and manifestation present and contrasting	Yes		None		
5.5	Entry system, intercom and bell height	No entry system; staffed desk	Yes		None		
5.6	Lobby size and matting	Lobby 2.2 m deep; loose coir mat is a trip hazard	Partial	B	Fit recessed matting flush with the floor	Low	Figure 5.1
5.7	Internal doors: width, force, handles and contrast	Internal doors 850 mm clear; lever handles; contrast fair	Partial	C	Improve the contrast on repainting	Low	

Figure 5.1 Principal entrance doors

Entrance lobby





Door opening force ● A
Barrier: overhead closers set to a 45 N opening force.
Effect: many visitors cannot open it unaided.
Action: closers set to 30 N or a powered opener.



Loose matting ● B
Barrier: loose coir mat in the lobby, its end rolled up in front of the doors.
Effect: trip hazard; drags on wheels and sticks.
Action: fit recessed matting flush with the floor.

6 Reception

1 A | 1 B

Table 6.1 Reception

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
6.1	Reception desk height and knee recess	Desk 1,050 mm high; no lowered section or knee recess	No	B	Provide a lowered section with knee recess	Medium	Figure 6.1
6.2	Hearing enhancement at the desk	Loop fitted but switched off and untested	Partial	A	Test it, switch it on and display the symbol	Nil	
6.3	Waiting area seating and space	Seating with armrests; 1.5 m turning space	Yes		None		
6.4	Visitor information and sign-in	Large-print and digital sign-in available	Yes		None		



Figure 6.1 Reception and issue counter in the lending hall: one height throughout

Ground floor, reception

7 Horizontal circulation

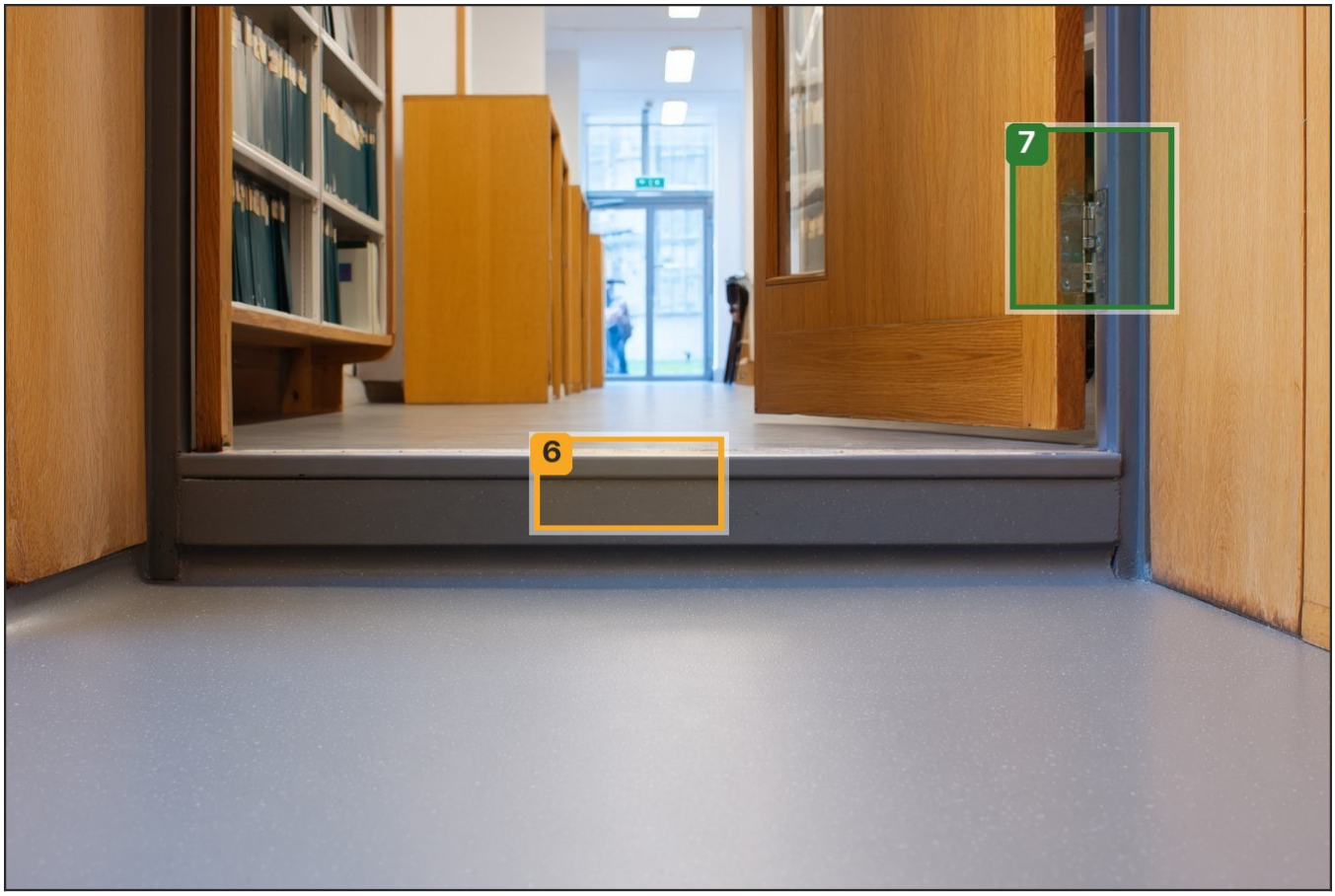
1 A | 2 B | 2 C

Table 7.1 Horizontal circulation

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
7.1	Corridor widths and passing places	Corridors 1.5 m to 2.0 m wide	Yes		None		
7.2	Floor finishes, slip resistance and level changes	Carpet tiles and vinyl; one unmarked 20 mm step at the stock-room threshold	Partial	B	Form a short ramp and mark the edge	Low	Figure 7.1
7.3	Doors on the route: width, force and closers	Fire doors on closers with 35 N force	Partial	B	Fit free-swing closers	Medium	
7.4	Projections, obstructions and storage	Book trolleys stored in the corridor	Partial	A	Move the storage out of the corridor	Nil	
7.5	Rooms and workstations: space to manoeuvre	Study tables with 1.2 m clear access	Yes		None		
7.6	Switches, sockets and controls: height and contrast	Switches at 1,200 mm; sockets at 450 mm; contrast poor	Partial	C	Fit contrasting plates on refurbishment	Low	
7.7	Stock-room door: clear width	Stock-room door with a clear opening of 760 mm	Partial	C	Widen to 800 mm or fit offset hinges at renewal	Medium	Figure 7.1

Figure 7.1 Stock-room doorway

Ground floor, stock room





Level change B
Barrier: unmarked 20 mm step at the threshold.
Effect: trip hazard; impedes wheelchairs.
Action: form a short ramp and mark the edge.



Door width C
Barrier: clear opening of 760 mm.
Effect: tight for larger wheelchairs.
Action: widen to 800 mm or fit offset hinges at renewal.

8 Vertical circulation

1 A | 2 B

Table 8.1 Vertical circulation

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
8.1	Stairs: going, rise, nosings and contrast	Going 280 mm, rise 170 mm; nosings worn and of low contrast	Partial	B	Replace with 55 mm high-contrast nosings	Medium	Figure 8.1
8.2	Stairs: handrails both sides, extensions and grip	Handrails both sides, 900 mm high, no extensions	Partial	B	Extend both rails 300 mm with closed ends	Medium	Figure 8.1
8.3	Stairs: landings, lighting and hazard warning	Landings adequate; 120 lux	Yes		None		
8.4	Passenger lift: car size, doors and landing space	No passenger lift	No		See 8.6		
8.5	Lift controls, audible and visual signals, handrail and mirror	Not applicable	N/A		None		
8.6	Platform lift or stairlift (where provided)	Platform lift out of service since January 2026; first floor inaccessible to wheelchair users	No	A	Repair and place under a maintenance contract	Medium	
8.7	Internal ramps: gradient, length, landings and handrails	No internal ramps	N/A		None		

Figure 8.1 Main stair

Main stair





Handrail extensions B

Barrier: handrails stop at the first and last risers with no horizontal extension.
Effect: no support before the first step or after the last.
Action: extend both rails 300 mm, ends closed.



Nosing contrast B

Barrier: nosing strips worn and of low contrast against the treads.
Effect: step edges hard to see, especially descending.
Action: replace with 55 mm high-contrast nosings.

9 Sanitary facilities

2 A | 1 B | 1 C

Table 9.1 Sanitary facilities

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
9.1	Accessible WC provision, location and travel distance	One accessible WC on the ground floor, 25 m from the entrance	Yes		None		
9.2	Accessible WC: room size, door and transfer space	Room 2.2 m x 1.6 m; door opens outward; transfer space obstructed by stored stock	Partial	A	Clear the room of storage	Nil	
9.3	Accessible WC: pan, grab rails, basin and fittings	Pan, rails and basin to BS 8300 layout; flush on the closed side	Partial	B	Move the flush to the open side	Medium	
9.4	Accessible WC: alarm, contrast and lighting	No assistance alarm; good contrast; 150 lux	No	A	Install an assistance alarm with reset	Low	
9.5	Ambulant cubicles and standard WCs	One ambulant cubicle in each WC	Yes		None		
9.6	Changing Places or shower facilities (where relevant)	Not provided; nearest Changing Places at the leisure centre 400 m away	Partial	C	Sign the nearest facility	Low	

10 Signage and wayfinding

1 B | 2 C

Table 10.1 Signage and wayfinding

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
10.1	External and entrance signage	Entrance sign clear and well lit	Yes		None		
10.2	Directional signage and floor identification	Directional signs present; floor identification missing on the stair	Partial	C	Add floor signs	Low	Figure 10.1
10.3	Room and door signs: height, contrast, tactile and braille	Room signs at 1,500 mm with good contrast; no tactile or braille	Partial	C	Fit tactile signs on refurbishment	Medium	
10.4	Accessible facilities signed from the entrance	Accessible WC signed from the entrance	Yes		None		
10.5	Maps, directories and digital information	Website has no access information	No	B	Publish an access statement	Nil	



Figure 10.1 Stair lobby: pictogram signs only, no floor identification at the stair foot

Ground floor, main stair lobby

11 Lighting and acoustics

1 B | 3 C

Table 11.1 Lighting and acoustics

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
11.1	Lighting levels on routes, stairs and at desks	150 to 300 lux throughout	Yes		None		
11.2	Glare, shadows and uniformity	Some glare from the south windows at the study tables	Partial	C	Fit blinds	Low	
11.3	Visual contrast of surfaces, doors and fittings	Doors and frames contrast adequately; skirtings do not	Partial	C	Improve on redecoration	Low	
11.4	Acoustics: reverberation and background noise	Reverberant children's area	Partial	C	Add acoustic panels	Medium	
11.5	Hearing enhancement in meeting and service areas	Loop at the desk only	Partial	B	Provide a portable loop for the meeting room	Low	

12 Means of escape

2 A | 1 B

WARNING

Fire safety
The means-of-escape items record whether disabled people can leave the building safely. They do not replace the building's fire risk assessment, and any priority A item in this section should be raised with the responsible person without waiting for the rest of the action plan.

Table 12.1 Means of escape

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
12.1	Escape routes: width, doors and level changes	Two protected routes 1.1 m wide; level final exits	Yes		None		
12.2	Refuges: provision, size and communication	Refuge on the first-floor landing with intercom	Yes		None		
12.3	Evacuation lifts or evacuation chairs	Evacuation chair provided; staff not trained	Partial	A	Train staff in its use	Low	
12.4	Alarm: audible and visual coverage	Audible alarm throughout; no visual alarm in the WCs	Partial	B	Fit visual alarms in the WCs	Medium	

Ref	Item	Observation	Compliance	Priority	Recommendation	Cost band	Photo
12.5	Personal emergency evacuation plans	No PEEP process	No	A	Introduce PEEPs for regular visitors	Nil	
12.6	Final exits and assembly point access	Assembly point across a level car park	Yes		None		

13 Management and staff awareness

Management arrangements

Item	Result	Note
POLICY AND PEOPLE		
Access or inclusion policy in place and published	Pass	Council-wide policy 2024
Named person responsible for access issues	Pass	
Staff trained in disability awareness and assisting visitors	Pass	Annual e-learning
Pre-visit access information available (website, booking)	Fail	Not on the website
INFORMATION FOR VISITORS		
Assistance dogs welcomed and provided for	Pass	
Hearing enhancement systems tested and signed	Fail	Loop switched off
Accessible WC kept clear and alarm response arranged	Fail	Used for storage; no assistance alarm (9.2, 9.4)
EQUIPMENT AND EMERGENCIES		
Evacuation procedure covers disabled occupants and visitors	Fail	No PEEP process; staff not trained on the evacuation chair (12.3, 12.5)
Lifts and platform lifts maintained with breakdown procedure	Fail	Platform lift out of service since January 2026 (8.6)
Complaints and feedback route for access problems	Pass	

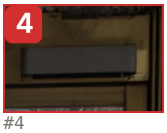
Policy and training arrangements are in place: staff receive annual disability awareness training. Day-to-day management falls short: the hearing loop is switched off, the accessible WC is used for storage and has no alarm, the platform lift has been out of service since January 2026, and there is no PEEP process. Quick wins at no cost are to clear the accessible WC, switch on the loop and publish the access statement on the council website.

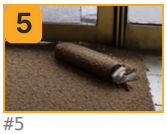
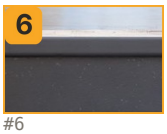
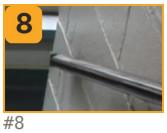
14 Priority summary and action plan

10 A | 15 B | 12 C

The action plan lists every item that needs action, in A, B, C order. No. is the item's reference in its journey-stage table; Area is the part of the building; Element names the feature; Rating is the priority; Fault restates the barrier, with the recommended action beneath it; Detail is the crop of the photograph where the item is marked; Timescale suggests when to act; and Cost gives the cost band (Nil, Low, Medium or High).

Within three months, the 10 priority A items: repair the platform lift and place it under a maintenance contract; clear the accessible WC and install an assistance alarm; adjust the entrance door closer or fit a power-assisted opener; fit contrasting nosings and a central handrail to the external steps; switch on and test the hearing loop; move the book trolleys out of the corridor; train staff in the use of the evacuation chair and introduce PEEPs. Several of these are management actions at no cost. In the next budget round, the 15 priority B items, led by the main stair nosings and handrail extensions, the stock-room ramp, the lowered reception desk, recessed lobby matting, tactile paving, external lighting and visual alarms in the WCs. At the next refurbishment, the 12 priority C items, such as tactile room signs, relocated cycle stands and a wider stock-room door.

NO.	AREA	ELEMENT	RATING	FAULT	DETAIL	TIMESCALE	COST
4.3	Approach routes	External steps: nosings	A	Wide flight of about ten external steps; nosings not contrasted **Action:** Fit 55 mm contrasting nosings to every step	 #1	Within 3 months	Medium
4.4	Approach routes	External steps: central handrail	A	Flight over 2 m wide with handrails at the sides only; no central rail **Action:** Fit a central handrail	 #2	Within 3 months	Medium
5.2	Entrances and doors	Entrance door	A	Clear width 900 mm; opening force 45 N **Action:** Adjust the closer to 30 N or fit a power-assisted opener	 #4	Within 3 months	Medium
6.2	Reception	Hearing loop at the desk	A	Loop fitted but switched off and untested **Action:** Test it, switch it on and display the symbol		Within 3 months	Nil
7.4	Horizontal circulation	Corridor storage	A	Book trolleys stored in the corridor **Action:** Move the storage out of the corridor		Within 3 months	Nil
8.6	Vertical circulation	Platform lift	A	Platform lift out of service since January 2026; first floor inaccessible to wheelchair users **Action:** Repair and place under a maintenance contract		Within 3 months	Medium
9.2	Sanitary facilities	Accessible WC: storage	A	Room 2.2 m x 1.6 m; door opens outward; transfer space obstructed by stored stock **Action:** Clear the room of storage		Within 3 months	Nil
9.4	Sanitary facilities	Accessible WC: alarm	A	No assistance alarm; good contrast; 150 lux **Action:** Install an assistance alarm with reset		Within 3 months	Low
12.3	Means of escape	Evacuation chair	A	Evacuation chair provided; staff not trained **Action:** Train staff in its use		Within 3 months	Low

NO.	AREA	ELEMENT	RATING	FAULT	DETAIL	TIMESCALE	COST
12.5	Means of escape	Evacuation plans (PEEPs)	A	No PEEP process **Action:** Introduce PEEPs for regular visitors		Within 3 months	Nil
3.1	Arrival and parking	Designated bays	B	Two designated bays in the 24-space car park, 40 m from the entrance **Action:** Provide a third bay closer to the entrance		Next budget round	Medium
3.3	Arrival and parking	Car park crossing	B	Level tarmac route with dropped kerb; no tactile paving **Action:** Install blister paving at the crossing		Next budget round	Medium
4.2	Approach routes	Dropped kerb	B	Dropped kerb present; no tactile paving **Action:** Install tactile paving		Next budget round	Medium
4.7	Approach routes	External lighting	B	Two bollard lights; 15 lux at the ramp **Action:** Improve the lighting to 100 lux		Next budget round	Medium
5.3	Entrances and doors	Door automation	B	Manual double doors with closers **Action:** Fit an automatic opener		Next budget round	Medium
5.6	Entrances and doors	Lobby matting	B	Lobby 2.2 m deep; loose coir mat is a trip hazard **Action:** Fit recessed matting flush with the floor	 #5	Next budget round	Low
6.1	Reception	Reception desk	B	Desk 1,050 mm high; no lowered section or knee recess **Action:** Provide a lowered section with knee recess		Next budget round	Medium
7.2	Horizontal circulation	Stock-room threshold	B	Carpet tiles and vinyl; one unmarked 20 mm step at the stock-room threshold **Action:** Form a short ramp and mark the edge	 #6	Next budget round	Low
7.3	Horizontal circulation	Fire doors on the route	B	Fire doors on closers with 35 N force **Action:** Fit free-swing closers		Next budget round	Medium
8.1	Vertical circulation	Main stair: nosings	B	Going 280 mm, rise 170 mm; nosings worn and of low contrast **Action:** Replace with 55 mm high-contrast nosings	 #9	Next budget round	Medium
8.2	Vertical circulation	Main stair: handrail extensions	B	Handrails both sides, 900 mm high, no extensions **Action:** Extend both rails 300 mm with closed ends	 #8	Next budget round	Medium
9.3	Sanitary facilities	Accessible WC: flush	B	Pan, rails and basin to BS 8300 layout; flush on the closed side **Action:** Move the flush to the open side		Next budget round	Medium

NO.	AREA	ELEMENT	RATING	FAULT	DETAIL	TIMESCALE	COST
10.5	Signage and wayfinding	Access statement	B	Website has no access information **Action:** Publish an access statement		Next budget round	Nil
11.5	Lighting and acoustics	Meeting-room loop	B	Loop at the desk only **Action:** Provide a portable loop for the meeting room		Next budget round	Low
12.4	Means of escape	Visual alarms	B	Audible alarm throughout; no visual alarm in the WCs **Action:** Fit visual alarms in the WCs		Next budget round	Medium
3.2	Arrival and parking	Bay markings and sign	C	Bays 2.4 m wide with 1.2 m hatched zone; signage faded **Action:** Repaint the markings and renew the sign		Future refurbishment	Low
3.4	Arrival and parking	Setting-down point	C	No designated setting-down point **Action:** Mark a setting-down bay by the entrance		Future refurbishment	Low
4.6	Approach routes	Cycle stands	C	Cycle stands partly obstruct the path at the foot of the steps **Action:** Relocate the stands	 #3	Future refurbishment	Low
5.7	Entrances and doors	Internal doors	C	Internal doors 850 mm clear; lever handles; contrast fair **Action:** Improve the contrast on repainting		Future refurbishment	Low
7.6	Horizontal circulation	Switches and sockets	C	Switches at 1,200 mm; sockets at 450 mm; contrast poor **Action:** Fit contrasting plates on refurbishment		Future refurbishment	Low
7.7	Horizontal circulation	Stock-room door	C	Stock-room door with a clear opening of 760 mm **Action:** Widen to 800 mm or fit offset hinges at renewal	 #7	Future refurbishment	Medium
9.6	Sanitary facilities	Changing Places	C	Not provided; nearest Changing Places at the leisure centre 400 m away **Action:** Sign the nearest facility		Future refurbishment	Low
10.2	Signage and wayfinding	Floor identification	C	Directional signs present; floor identification missing on the stair **Action:** Add floor signs		Future refurbishment	Low
10.3	Signage and wayfinding	Tactile room signs	C	Room signs at 1,500 mm with good contrast; no tactile or braille **Action:** Fit tactile signs on refurbishment		Future refurbishment	Medium

NO.	AREA	ELEMENT	RATING	FAULT	DETAIL	TIMESCALE	COST
11.2	Lighting and acoustics	Window glare	C	Some glare from the south windows at the study tables **Action:** Fit blinds		Future refurbishment	Low
11.3	Lighting and acoustics	Skirting contrast	C	Doors and frames contrast adequately; skirtings do not **Action:** Improve on redecoration		Future refurbishment	Low
11.4	Lighting and acoustics	Acoustics	C	Reverberant children's area **Action:** Add acoustic panels		Future refurbishment	Medium

KEY A High priority: the feature prevents or seriously restricts access, or creates a safety risk, for disabled people B Medium priority: the feature makes access difficult or undignified C Low priority: an improvement that is desirable but not critical

15 Declaration and signature

This audit records the condition and accessibility of the building as found on the audit date and the auditor's opinion of the priorities. It identifies barriers and suggests improvements; whether and when to carry them out is a decision for the duty holder, who should consult the people who use the building.

I confirm that I carried out this audit on 6 May 2026, accompanied by the library manager, and that the priorities are my professional opinion. It is not a statement of legal compliance; the duty holder should take advice on reasonable adjustments.

Issued 14 May 2026

PREPARED BY
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MSc NRAC Consultant
Marlbury Access Consultancy
Date: 14 May 2026

CHECKED BY
Ruth Ellery
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Marlbury Access Consultancy
Date: 14 May 2026

A Photographs



Figure A.1 Lending hall aisles and study tables — Ground floor, lending hall



Figure A.2 Reading room: glare from the south windows across the study tables — Ground floor, reading room

MA

Marlbury Access Consultancy

Inclusive design and access audits

SITE LOG

Date 06 May 2026

0161 496 0330
audits@marlburyaccess.example

This report is for the named client and its professional advisers; no liability is accepted to any other party. The inspection was visual and non-destructive and reports the condition on the day. Concealed parts, services and areas without safe access were not inspected. This is a fictional sample report. The property, people, findings and photographs (AI-generated illustrations) are invented to demonstrate the template.

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