Design and Access statement

for

M5234 Leicestershire Constabulary Hinckley police station

Leicestershire Constabulary propose the relocation of the existing Hinckley police station, currently on the corner of Upper Bond Street and Hollycroft, into the adjacent Clerical Building (also known as The Enforcement Office) on Upper Bond Street between the police station and the magistrates' court. This building was previously used by the aforementioned court as an administration centre, although, we have been informed by Planning department of Hinckley and Bosworth Council, it falls within the *sui generis* use of the court's entire site.

The building is a two-storey building with access both from a ground floor entrance on Upper Bond Street, and a second entrance to the rear of the building at first floor level, accessed from a vehicular ramp running alongside the building.

The use of the existing floor space of the building will remain precisely the same as the last use – administrative. A remodelling of the existing WC areas provides larger canteen facilities than currently exist. The existing disabled WC remains. Partial remodelling of certain internal offices will provide a reception desk for visitors.

Leicestershire Constabulary propose to add another floor within the roof space to create an area of storage and locker rooms, showering facilities and staff WCs. This will be entirely within the roof space, and air extract to these spaces on both first floor and second floor roof space – WCs, showers and kitchen - will be through existing extract ducts and grilles. There will be no material changes to the elevations of the building.

Disabled staff and visitors will enter the building from the Upper Bond Street entrance, and rise to first floor by the existing stair or lift situated in that lobby. The existing disabled WC facilities will be available to all at first floor level, and the kitchen facilities allow for disabled staff. A separate stair leads from first floor into the second floor roof space, but there will be no requirement for disabled staff and visitors to access the first floor. Only uniformed officers will have access to this upper floor; visitors and administrative staff will have no access. There are no ambulant disabled police officers by requirement of the profession.

Spaces for twelve police cars exist on the first floor parking level. In addition, Leicestershire Constabulary propose to retain the use of the car park below the building; this currently houses ten police bicycles and 25 staff cars.

The station will be open 24 hours a day and numbers of staff will vary during occupation. There will be five full time administration staff during the hours of 9.00am to 5.30pm, and two uniformed reception desk staff and a maximum of five CID staff on each shift. A number of police officers, volunteer special police officers, and police communications officers are designated to the station, but will work in the Hinckley environs, rather than in the station itself. On average, around twelve of these officers are situated in the station for short periods during shifts.