

APPENDIX E

Reasonable Adjustments available for Scooter Users

Floor	Use	User Type	Mitigation
3 rd Floor	Offices	Staff	Ability to work on the Ground Floor or make specific arrangements to enable the individual to access the Floor.
3 rd Floor	Offices	Customers/ Visitors	Possible to hold meetings on the Ground Floor.
2 nd Floor	Job Centre Plus/Citizens Advice Bureau	Staff	Could make provision for the ability to work on the Ground Floor or make specific arrangements to enable the individual to access the Floor.
2 nd Floor	Job Centre Plus/Citizens Advice Bureau	Customers/ Visitors	Possible to provide appointments and services on Ground Floor, if required.
2 nd Floor	Offices	Staff – Regular	Could make provision for the ability to work on the Ground Floor or make specific arrangements to enable the individual to access the Floor.
2 nd Floor	Offices	Staff – Ad Hoc	Could make provision for the ability to work on the Ground Floor.
2 nd Floor	Offices	Visitors	Possible to hold meetings on the Ground Floor.
2 nd Floor	Civic Accommodation	Members	Could make specific arrangements to enable the individual to access the Floor.
2 nd Floor	Civic Accommodation	Customers/ Visitors	Provision of access to Public Meetings via audio link to Ground Floor, and officer available to assist with any interaction required.
1 st Floor	Generally	Staff	Could make specific arrangements to enable the individual to access the Floor.

Floor	Use	User Type	Mitigation
1 st Floor	Registrars (birth and death registration)	Customers	Possible to provide appointments and services on Ground Floor, if required.
1 st Floor	Registrars (marriage ceremony)	Customers	No adequate adjustment available.
1 st Floor	Library	Customers	Possible to provide limited services on Ground Floor, if required.
1 st Floor	Museum	Customers	No effective adjustment available.
1 st Floor	Adult Learning	Customers	Possible to provide services on Ground Floor, if required, although could conflict with Public Meetings requirement above.