EC HARRIS
BUILT ASSET
CONSULTANCY

PERMIT

DESIGN & ACCESS STATEMENT

PROPOSED EXTERNAL ATM at:

25 Rails Lane, Eastoke, Hayling Island, Hampshire PO11 9LG

Use

There is a wide range and diversity of facilities within the immediate area. It is considered that an external ATM (available to the public on a 24 hour basis) would work well in this location – particularly with regards the application site as it is already a Post Office providing services and facilities for the Local Community.

Sustainability

ATMs are currently part of the Post Office's financial product, and as such are key to providing customers with additional free cash withdrawal facilities. Following the closure of other Post Offices in the local area the proposed ATM at this Post Office will serve a greater number of customers, which is essential for the viability of this Post Office.

Layout

The proposed ATM machine will be installed through the existing window on the left hand side of the post office, to the immediate right of the entrance door. The ATM will be clearly visible within the street, giving plenty of natural surveillance.

Scale

It is submitted that the size, location and proportion of the proposed ATM will be proportionate and not overbearing to the existing design of the adjacent properties and the existing signage to the Post Office.

Landscaping

Not Applicable

Availability of Car Parking

There is car parking at the front of the building, shared with other local stores.

DDA

The ATM position has been chosen so as to be accessible to all with an accessible keypad height of approximately 855mm from the street ground level.

Appearance

It is submitted that the machines appearance criteria is acceptable for the location to which it is proposed, with a minimal change in the street scene appearance by retaining the glazed shopfront.

Security
Post Office Ltd has a number of standards used to ensure that all ATMs have a minimum level of security. All details are available on the Association of Chief Police Officers (ACPO) website **www.securedbydesign.com**. These generic standards are supplemented by a risk assessment which identifies whether each Post Office is a High, Medium or Low risk based on Post Office & industry data for incidents within a 20km radius. For high-risk sites, additional security measures are put in place where appropriate to minimise specific risks.

Physical security standards
This branch has been assessed & the ATM will be installed to the following Post Office Ltd standards.

- Post Office Ltd External Bank of Ireland Standard version 2.0 - June 2007
- Anchoring (1049)

Each Post Office has had a risk assessment by the Post Office Risk Management Team, in relation to previous Post Office incidents and a general 'hotspot' risk (ATM incidents across all ATM operators within a 5k radius).
The ATM will be cash replenished by Post Office staff in a secure environment outside customer hours, in accordance with Post Office Operational Standards.
The ATM will be installed in accordance Post Office Security Standards reference 1049 (anchoring), 1052 (bollards if applicable) and 1053 (plinth to which ATM is secured). These are available upon request however should be treated as strictly confidential.

ATM Safe
The ATM Safe used is UL291 standard

Alarms
The alarm fitted will be a monitored alarm system that meets Post Office Ltd security standards version 2.0. Each Post Office has an alarm system individually designed to ensure that the solution is specific to the site conditions.
The system meets the requirements of the latest versions of; ACPO Police Response to Intruder Alarms, PD6662, DD243 and EN50131.

Cash Replenishment
The ATM will be cash replenished by Post Office staff in a secure environment outside customer hours, in accordance with Post Office Ltd operational standards.