



**THEATRE ACCESSIBILITY AUDIT: ASSESSMENT REPORT - OCTOBER 1, 2018
ROUNDHOUSE COMMUNITY ARTS & RECREATION CENTRE**



TABLE OF CONTENTS

- A. INTRODUCTION**
- B. CHECKLIST DESCRIPTION**
- C. IMPROVEMENT RECOMMENDATIONS**
- D. AUDIT CHECKLIST**

A. INTRODUCTION

Realwheels Society, in partnership with Kickstart Disability Arts and Culture, contracted by DA Architects + Planners, along with DWD Theatre Design and Consulting, to complete an accessibility audit of three Vancouver theatre venues, and to provide specific recommendations to improve the accessibility of one of the three theatres.

The overall goals of the project were to:

- Apply the *Accessibility Audit Tool* (prepared by SPARC BC March 2017) to three Vancouver theatres: The Roundhouse Community Arts & Recreation Centre, Pacific Theatre, and the BMO Theatre Centre;
- Engage key stakeholders in a discussion about the characteristics of a fully accessible performance space, that meets the needs of performers, backstage workers, and theatre patrons with disabilities;
- Refine and augment the *Accessibility Audit Tool*, as appropriate;
- Provide specific architectural recommendations to enhance the accessibility of one of the three theatres.

Research Method:

A multi-disability accessibility team was formed, which included Realwheels staff - Managing Artistic Director Rena Cohen and Communications Director Lindsey Adams, Kickstart Disability Arts and Culture's Artistic Director Yuri Arajs, Mark Ehman and Joana Nicolae of DA Architects + Planners, Robert Hamilton of DWD Theatre Design and Consulting, an accessibility sub-consultant who uses a wheelchair, an accessibility sub-consultant who uses a power chair and has a service dog, an accessibility sub-consultant who is Deaf, an accessibility sub-consultant who lives with vision loss, and an accessibility sub-consultant who is blind.

- Designed and implemented a community engagement process with key stakeholders from the disability arts and cultural community in Vancouver as well as venue operators;
- Conducted accessibility audits on three Vancouver theatres;
- Updated and expanded SPARC BC's Accessibility Audit Tool to incorporate findings from the community engagement process and multi-disability accessibility team;
- Ranked the three theatres in terms of their overall feasibility to accommodate design changes, with the final selection being the Roundhouse Community Arts & Recreation Centre;
- Prepared a detailed architectural assessment to explore the feasibility of accessibility modifications, including a presentation to Roundhouse board & staff members;
- Shared results of accessibility audits in summarized reports with the Pacific Theatre and BMO Theatre Centre.

Acknowledgements:

We wish to thank the many individuals who participated in the community engagement process, whether by participating in a focus group, completing a survey, and/or participating in conversations around best practices and current accessibility gaps of Vancouver cultural venues. In particular, we thank our audit team for their invaluable contribution throughout this project: Cathy Browne, Sarah Lapp, Landon Krentz, James Sanders and Amy Amantea.

B. AUDIT CHECKLIST DESCRIPTION

The accessibility audit checklist used in this review was developed by SPARC BC for Realwheels and is contained in the final report, Needs Assessment of Accessible Performance Spaces in the City of Vancouver, dated March 24, 2017 (Phase 1 of this project). The Needs Assessment evaluated the demand for accessible performance spaces in Vancouver for artists, theatre technicians and patrons with disabilities.

We reviewed available best practices, consulted with the arts and cultural community, conducted an audit of the Firehall Arts Centre, and developed a detailed audit tool/checklist that may be used when designing theatre spaces with accessibility and inclusion in mind.

The accessibility audits of the Pacific Theatre, BMO Theatre Centre, and the Roundhouse, conducted in December 2018, confirmed the relevance of the criteria within the checklist and was supplemented when additional criteria was identified.

The audit checklist is arranged in five major categories relevant to theatres and includes backstage areas and administrative offices. The checklist is organized under the following categories:

- A. Arriving at the Theatre - Drop off/pick up area; public transit, parking, exterior pathways; main entrance; exterior box office.
- B. Theatre Patron Areas - Coat check; concession areas; washrooms; wayfinding and lighting; emergency wayfinding; accessible pathways and circulation; ramps; stairs; elevators; seating options; adapted technology and other accessibility supports.
- C. Backstage Areas for Performers - Backstage areas; wayfinding and circulation and access to the stage; dressing rooms and washrooms.
- D. Technician Areas - Accessible pathways leading to the fly rail, suspension grid, tech booths; accessible control booths;
- E. Administration Offices - Back office areas used by staff for overall administration, operations of theatre.

Each category contains key criteria determining the level of accessibility of each area. Comments provided by the audit team are listed beside each category. Additional remarks are provided at the end of each sub-category where further clarification was warranted or if additional criteria were identified.

C. IMPROVEMENT RECOMMENDATIONS

Analysis of Findings:

The following report summarizes key findings and accessibility solutions for the Roundhouse Community Arts & Recreation Centre, based on the audit that took place on December 4th, 2017.

The Roundhouse Community Arts & Recreation Centre was selected due to it being the most used venue in the city by people who live with disabilities and because it has the building infrastructure to make significant improvements.

The recommendations contained in this report focus on enhancements and solutions to the identified gaps in accessibility for patrons, technicians and artists with disabilities. These recommendations are described in the last column of the checklist, and where appropriate, illustrated in the attached appendix. This report weighs each recommendation from top to low importance, based on the following criteria:

- Degree to which the improvement will enhance the accessibility of the venue;
- Ease in improving the condition;
- Cost of the improvement.

The recommendations are coded in the checklist as follows:

- | | | |
|----------------------|---------------|---|
| A. Top Importance | Red | 1 |
| B. Medium Importance | Purple | 2 |
| C. Low Importance | Blue | 3 |

A. AUDIT CHECKLIST

A. ARRIVING AT THE THEATRE				
A.1 Drop Off/Pick Up Area			Audit Team Comments	Improvement Recommendations
A.1.a	Sufficient dimensions.	Bus drop off zones (min. 7925 mm long and min. 3050 mm wide) Van drop off zones (min. 7315 long, and min. 2590 wide).	Yes	
A.1.b	Overhead clearance.	Min. 2490 mm height.	Yes (outside open space)	
A.1.c	Close to accessible entrance.	As close as possible.	Yes	
A.1.d	Sheltered.		No	Provide shelter or canopy adjacent to Drop-off (see Appendix).
A.1.e	Well positioned and well marked by signage.	Good, intuitive location (so that people don't mistake the back-loading zone for the accessible pick up/drop off)	No signage (just loading zone markings)	Provide wayfinding signage along Pacific Blvd. (see Appendix)
<p>Additional notes: Good, intuitive location (so that people don't mistake the back-loading zone for the accessible pick up/drop off). Various obstacles (bike stands, bollards, light poles) are painted black impeding access for persons with sight loss. The optimal solution is to mark them in yellow paint.</p>				Provide self-adhesive, reflective yellow tape at the base and top of the obstacles.

A.2 Public Transit			Audit Team Comments	Improvement Recommendations
A.2.a	There is a bus stop/ Skytrain Station close to main entrance.	As close as possible	Yes	
A.2.b	Sheltered bus stop.		Not on every bus route.	Recommend to TransLink to introduce shelters for No. 6 bus stop. Stop ID: 61215 and No. 23 Stop ID: 50085.
A.2.c	Places for people to sit and rest.	A bench is provided at bus stop.	Not on every bus route.	Recommend to TransLink to introduce shelters for No. 6 bus stop. Stop ID: 61215 and No. 23 Stop ID: 50085.
A.2.d	Space for someone in a mobility device.	Clear space within sheltered bus stop where a person with a disability can sit alongside someone without a disability.	Not on every bus route.	Recommend to TransLink to introduce shelters for No. 6 bus stop. Stop ID: 61215 and No. 23 Stop ID: 50085.
A.2.e	Accessible path of travel	Accessible, clear path of travel connecting bus stop to main entrance that is not obstructed by garbage bins, signs, etc.	Yes	

Additional Notes: Bus stops and SkyTrain station may be too far for some patrons with disabilities.			Consider providing shuttle service from the SkyTrain station.	
A.3 Parking			Audit Team Comments	Improvement Recommendations
A.3.a	Sufficient amount of disability parking.	4% of parking stalls (or 1 out of every 25 stalls to be made accessible)	Yes (2 designated spaces)	
A.3.b	Off Street Parking - City of Vancouver bylaw - Sufficient dimensions.	Disability parking spaces must be at least: 5.5 m long; at least 4.0 m wide	Yes	
A.3.c	Vertical Clearance to accommodate larger vehicles and side/rear lifts.	Vancouver Bylaw requires vertical clearance of at least 2.3 m	6'-8" (2030 mm) height provided, works for most vans.	
A.3.d	Off street - accessible parking stalls meet BC Building Code.	BC Building Code only requires width of 3.7 m (including access aisle) Two adjacent parking stalls can share 1.2 m access aisle (marked by yellow diagonal lines).	Yes	
A.3.e	Van Accessible Parking Stalls - wider stalls that accommodate wider vans with side/rear lifts.	The combined width of a van accessible parking stall is 4.9 m (16 ft) including the 3.4 m wide parking stall and 1.5 m access aisle. Two adjacent van accessible parking stalls with a shared access aisle would take up 8.3 m (27 ft.)	No designated spaces (parking is done at the end of the row).	Allocate a larger parking space next to the elevator vestibule for van-accessible stall.

A.3.f	Signage and smooth paved surface.	Painted symbol in parking space and sign on post.	Existing to be checked.	Maintain yellow floor markings.
<p>Additional Notes: The elevator servicing the parking was out of service on the day of the audit. Painted signage requires ongoing maintenance to avoid fading; buffer of 3' before entering a traffic space; tactile warning strips to signal entering or exiting the parking for individuals who are blind or live with sight loss; emphasis on lighting in conjuncture with the wall paint for maximum contrast.</p> <p>Side note: Parking machines are hard to use for those who live with sight loss and/or mobility challenges/preferable pay-by-phone app.</p>				Provide reflective yellow markings on the parking floor next to the stair and elevator vestibule to act as a buffer. Make sure that the buffer respects the minimum regulated clearance for the driving aisle.
A.4 Exterior Pathways			Audit Team Comments	Improvement Recommendations
A.4.a	Accessible paths of travel connecting all important activity areas.	At minimum they should connect the pickup/drop off area, parking lot, exterior box office, and public transit stops to main entrance.	Yes	
A.4.b	Wide and spacious clear pathway	1500 mm wide - allows 2 people using mobility devices to pass by; 915 mm wide - the min. width of a passageway for someone using a mobility device; 1675 mm - min. for a higher traffic pathway.	Yes	
A.4.c	Clear path of travel is free of obstructions	When measuring clear path of travel, ensure that obstructions such as mail boxes, garbage cans, sandwich boards, trees and bicycle racks do not obstruct the path of travel.	Yes	

A.4.d	Surface area is slip resistant, smooth and flat.	Smooth pavement is best (Note: gravel, grass, dirt and cobble stones can create barriers)	No smooth surface; brick pavers are in place.	Provide 2000 mm wide smooth concrete pathway that links the drop-off to the back entrance. (see Appendix: page 3) Consider this also for the pathway between the ramp and entrance off Pacific Blvd.
A.4.e	Accessible curb ramps are provided as needed.	Provide a smooth transition between the sidewalk and street level for people using mobility devices. (Note: this is especially relevant at nearby crosswalks and by accessible parking spaces). Include tactile indicators for people with visual disabilities.	Yes, as provided by COV	
A.4.f	If there are stairs, there should be an alternate accessible pathway.	Either a gradual ramp or an elevator	Yes	
A.4.g	The main pathway and the accessible pathway are the same.	For example, if there are stairs, the ramp/elevator is located closet by and is easy to locate.	Yes	
A.4.h	Ramps meet accessibility standards	Refer to section on ramps	Yes; railing on one side was crowded by vegetation.	

Additional Notes: The handrail of the main outside access stair has obstructions at the end (at the wood pergola); the outside space at Roundhouse is designed as an urban patio - pathways are larger than usual; a preferred slope on ramps is on less than 5%; Preferred width of the pathway is 2000 mm;
 Different types of wayfinding strips for individuals who live with sight loss or blindness. (truncated dome strip for hazardous pathways; truncated bars strip for following pathways movement).

A.5 Main Entrance			Audit Team Comments	Improvement Recommendations
A.5.a	Entrance is easy to find and well-marked for people with disabilities	Intuitive location, good color contrast with surroundings and signage. If glass doors, easy to see for someone with low vision.	No color contrasts.	Provide color contrasting frames at the entrance doors.
A.5.b	Wide and spacious door opening and level threshold.	At least 36 inches (915 mm wide) and level threshold (door threshold should be a maximum of 13 mm high and be beveled)	Yes	

A.5.c	Power Operated Doors	Automatic doors are best, an automatic door opener with a push button control is also good.	Only by button.	
A.5.d	Call button for assistance.	A call button for assistance is provided if the door opener is not working or someone requires extra assistance.	No	Provide call button linked to the reception.
A.5.e	Call button and door opener control are easy to find.	Well marked by signage and located at wheelchair accessible heights.	No	Provide large, easy to find, colour contrasting door control buttons at both entrances.
<p>Additional Notes: Sliding doors are always preferable as are automatic doors; in case neither exist, push button has to be well-marked, well-sized, color-contrasting, at table height; The entrance/exit doors have to be well marked in white or yellow on dark background; main and accessible pathway should be the same (Roundhouse has a segregated accessible entrance form the drop-off zone that is twisted and narrow); Lack of signage to announce both main and back entrances.</p>				Provide sliding doors at the entrances (preferred) or have the main doors accessible with power operators. Provide large, color contrasting, easy to find wayfinding signage at both entries.
A.6 Exterior Box Office			Audit Team Comments	Improvement Recommendations
A.6.a	Box Office is easy to find.	Well marked with intuitive location and excellent signage and good color contrast with surroundings.	N/A	

A.6.b	Wheelchair accessible counter.	There is a service counter positioned at wheelchair accessible height (between 760 and 865 mm high) that allows people with disabilities to communicate with staff at eye level.	N/A	For the temporary box office, apply the recommendations in this section.
A.6.c	Hearing Loop	This is a type of sound system for people who are Hard of Hearing and use hearing aids. It would help someone with a hearing disability communicate with box office staff.	N/A	
A.6.d	Staff Training	Staff are well trained on serving people with disabilities, are knowledgeable about the accessibility features the theatre can provide and can help connect people with disabilities available technology and resources.	N/A	
A.6.e	Access to Information	The theatre has a brochure of accessibility features that they can share with visitors with disabilities. This should conform to large print standards.	N/A	
Additional notes: A temporary box office is set up when there are productions (a person + a table).				

B. THEATRE PATRON AREAS				
B.1 Coat Check - Temporary coat check at every production.			Audit Team Comments	Improvement Recommendations
B.1.a	Coat check is easy to find.	Well marked with intuitive location and excellent signage and good colour contrast with surroundings.	N/A	For the temporary coat check, apply the recommendations in this section.
B.1.b	Wheelchair accessible counter.	There is a service counter positioned at wheelchair accessible height (between 760 and 865 mm high) that allows people with disabilities to communicate with staff at eye level.	N/A	
B.1.c	Provides information on the Hearing Assist Technology that is available.	Signage advertises available technology. Technology is available to be signed out as needed and is well maintained.	N/A	
B.1.d	Staff Training	Staff are well trained on serving people with disabilities, knowledgeable about the accessibility features available and can help connect people with disabilities with available technology.	N/A	
B.1.e	Access to Information	The theatre has a brochure of accessibility features that they can share with visitors with disabilities. It conforms to large print standards.	No	

<p>Additional Notes: A temporary coat check is set up when there are productions (a portable coat rack is pulled out for the patrons use). There is no brochure containing info regarding accessibility and there is no information on the website.</p>				
B.2 Reception Areas (e.g. concession stands, lobby)			Audit Team Comments	Improvement Recommendations
B.2.a	Concession stand is easy to find.	Well marked with intuitive location and excellent signage and good colour contrast with surroundings	A temporary concession stand is provided on occasion.	
B.2.b	Wheelchair accessible counter.	Counter is 865 mm high and provides clear knee space beneath the counter for someone using a wheelchair to pull up underneath (the clear space 760 mm wide, 685 mm high, 485 mm deep)	Reception accessible counter is 920 mm wide and 850 mm tall. Clear space under is 760 mm.	
B.2.c	Accessible menu for people with low vision/ who are blind.	Provide handheld large print and Braille Menu.	No	A tablet with large print menu may address this issue.
B.2.d	Captioned Television Screens	Provide captioning on television screens in the common areas to share important announcements to people who are Deaf and Hard of Hearing (e.g. when the show will start, the 10-minute warning, updates about performance delays, emergency announcements).	No	Providing this type of system may be beneficial for all programs within the centre.

B.2.e	Staff Training	Staff are well trained on serving people with disabilities, knowledgeable about the accessibility features available and can help connect people with disabilities with available technology.	Yes	
B.2.f	Access to Information	The theatre has a brochure of accessibility features.	No/tbc	
<p>Additional Notes: There are obstructions all around the counter in reception area. Building floor patterns (old railway tracks) are distracting for people who live with sight loss. Lighting is poor. A concession stand is made up on occasion.</p>				<p>Maintain a clear area in front of reception desk, consider the relocation of seasonal decorations.</p> <p>Increase lighting and change to LED fixtures.</p>

Old railway tracks are a feature of the building. Consider installing flooring between the rails with the same colour intensity (value) as the rails themselves.

B.3 Washrooms			Audit Team Comments	Improvement Recommendations
B.3.a	Washrooms are easy to find and locate.	There should be accessible washrooms on each floor that theatre patrons frequent.	Somewhat yes.	

B.3.b	Excellent signage directing people to washroom.	Signage directing people to the washrooms and signage on washroom doors with Braille/raised lettering.	No	Provide easy to find signage (including Braille) for the washrooms from each side of the venue.
B.3.c	Accessible Entrance	Power operated door, level threshold, doorway is 915 mm wide (to accommodate larger mobility devices)	No	Provide power operated door.
B.3.d	A universal accessible washroom is provided.	This is an accessible washroom that can be used by male, female, transgendered and is particularly useful if a person needs assistance from an opposite gender attendant.	Yes	
B.3.e	Clear path of travel leading to accessible washroom stall.	The accessible washroom stall should be easy to reach for someone using a large mobility device during busy intermissions.	Somewhat yes (still a narrow corridor for a large device)	
B.3.f	Space to maneuver within accessible washroom stall.	Accessible washroom stall should be a minimum of 1500 mm by 1500 mm (Note: As more people use larger mobility devices such as scooters, the dimensions of 1700 mm by 2440 mm are preferred as it allows for a 1700 mm by 1700 mm clear turning space by toilet).	Yes, for wheel chair users, not for large mobility devices.	
B.3.g	Accessible toilet and transfer space.	Toilet seat height - Approximately 475 mm; Transfer space by toilet - min. width 1020 mm. The transfer space alongside the toilet is kept clear of obstructions such as cleaning supplies and garbage cans.	Yes	

B.3.h	Stall door opens outwards and does not obstruct the washroom stall.	There is an interior door handle so that it is also easy for people with disabilities to grab onto the stall door and close it; the lever style latch system on the stall door is easy to lock and unlock for someone with limited hand dexterity. Coat hook is no higher than 1200 mm.	Yes	
B.3.i	Grab bars are provided which allow someone to safely transfer.	Grab bar location should be located by the toilet on the non-transfer area side. Grab bars that angle up from mid-point are preferable, mounted horizontally between 840 mm and 920 mm above floor. Midpoint in line with the front edge of water closet, mid-point angles up not more than 60°. Grab bar diameter (30 mm - 40 mm); grab bar clearance from wall (35 - 45 mm). (Grab bar length at least 900 mm long). Grab bars have a nonslip finish.	Yes	
B.3.j	Water closet has a bolted-on lid to grasp on to when transferring	Or if no water, a second grab bar behind toilet - Bar is 600 mm long, mounted behind toilet between 815 and 865 above finished floor.	No bolted lid/a second bar present.	
B.3.k	Toilet paper should be easy to reach.	Toilet paper should be positioned by grab bar so that a person can grasp onto bar for extra support when reaching.	Toilet paper holder is mounted further from the W/C than needed.	Mount the toilet paper holder lower and closer to the toilet so that it is reachable.

B.3.l	Someone using a mobility device can easily use the sink area.	The sink is no higher than 865 mm above the finished floor; there is knee space (at least 250 mm high) underneath the sink which allows a person in a wheelchair to pull up underneath; Automatic or level style facet handles provide easy access for people with limited hand dexterity or strength. The soap and towel dispensers are located close to the sink and at accessible heights. (Note: no more than 1200 mm high off the floor). The mirror is mounted 1000 mm from the floor.	Yes/partially (depending on the user the skirt of the vanity may impede access.	Consider replacing the vanity with a pedestal sink with a motion sensor faucet and soap dispenser.
B.3.m	Emergency Call Button for Assistance.	There is an emergency call button for assistance in accessible washroom stalls.	No	Provide emergency call button.
B.3.n	Soap and Towel paper dispenser/air dryer.	Easy, accessible location to the side of the sink area.	The soap dispenser is mounted on the mirror in front of the user, making it hard to reach.	Mount the soap dispenser on the side wall at accessible height, next to the hand dryer.
B.3.o.	Floor slopes to drain.	Slope to drain must not allow the wheelchair user to slide away from the toilet.	Floor slope to drain is steep enough to drag away the wheelchair from the toilet.	

<p>Additional Notes:</p> <p>The main floor accessible washroom is insufficient, as showcased numerous times by lineup. There should be provided another one to decongest the present situation.</p> <p>The door opens inside and, event though the space inside allows a wheelchair user to turn a large mobility device user has a hard time closing the door.</p>				
B.4 Wayfinding and Lighting			Audit Team Comments	Improvement Recommendations
B.4.a	Map directing people to different areas of the theatre (including accessibility features)	Larger theatre complexes can have Tactile/Braille maps to help people orientate themselves.	There are no maps or signage of any kind to direct people (only temporary solutions at show times)	Provide signage and wayfinding devices throughout the venue.
B.4.b	Handheld Map showing the location of accessibility features.	The theatre has a brochure of accessibility features that they can share with visitors with disabilities. This conforms to large print standards & includes a map of accessible washrooms	No	
B.4.c	Voice Guide Systems	Some large theatre complexes are using voice guide systems (e.g. small transmitters) to give information to people with visual disabilities about the location of elevators.	No	Installation of a voice guided system should be considered (it will be helpful for all the centre patrons)

B.4.d	Staff Training	Staff are well trained on serving people with disabilities, knowledgeable about the accessibility features available and can help direct people with disabilities to their seat (especially in low lighting situations).	Yes	
B.4.e	Signage is easy to read for someone with low vision	Large colour contrast between text and background colour (e.g. white lettering on a black background); such as Verdana, Arial, Helvetica, or Calibri; The lettering is large enough: Internal direction signs - minimum height of 30 mm, Door signage - minimum height of 17 mm; Glare is minimized by using a non-reflective coating.	Temporary present on occasion and not following guidelines	
B.4.f	Signage is easy to read for someone with a cognitive disability and/or lower levels of literacy.	The signs use simple and clear language that is easy to understand; Words are paired with clear and concise graphic symbols for people with low levels of literacy.	N/A	Where graphic symbols are used, provide text as well.
B.4.g	High colour contrast helps people with low vision navigate.	High colour contrast between floors and walls helps someone with low vision navigate. Similarly, high colour contrast between furniture and surroundings is also important.	Maybe	Consider improving colour contrast by repainting or applying a colour contrasting base to object within the space. (furniture, displays, etc.).
B.4.h	Pathways are kept clear of clutter.	Potential obstacles such as garbage/recycling/displays are located against walls so that they are easier to detect by cane.	Yes	

B.4.i	The accessible pathway connecting different activity areas should be intuitive.	Ideally the accessible pathway connecting different activity areas is the same as the pathway that the general public uses. However, if a separate route is necessary because of stairs, the ramp/elevator should be located close by.	Yes	
B.4.j	Areas are well lit.	Avoid fluorescent lighting and/or lighting that can inadvertently cause seizures (flashing lights most likely to cause seizures between 5 to 30 flashes per second (Hertz). Avoid lighting that causes glare or pools of lighting.	Maybe	

<p>Additional Notes:</p> <p>There are no maps or signage of any kind to direct people (printed paper with the name of the space is taped to the wall/door temporary for shows).</p> <p>The website is not accessible.</p> <p>The pathways directing to exit and elevator are not easy to find.</p> <p>New exit signage has been installed in some areas (green running man) but old exit signs remain in other areas.</p> <p>The wood posts in the main exhibition area are not marked as obstacles.</p>		<p>Install new exit signs throughout the centre to avoid confusion.</p>

B.5 Emergency Wayfinding			Audit Team Comments	Improvement Recommendations
B.5.a	Emergency Signage	Emergency exits are well marked by well-lit exit signs that blink in an emergency (for people who are Hard of Hearing) and areas of refuge are well marked with appropriate signage. Exit signs and fire alarms are connected to emergency power system.	The exit signs are mounted really high and not easy to visually locate. The exit doors have push bars, but are not power operated. Persons using large mobility devices have to be assisted to exit safely.	Consider installation of power assisted doors.
B.5.b	Emergency Lighting	Evacuation guide lights are provided that help to direct people to the emergency exits (e.g. small lights by base of seats alongside aisle).	No. The bleacher theatre seating has lights at every second step making it difficult to distinguish individual steps.	Install “glow tape” along the nosing of every step to enhance visibility.
B.5.c	Emergency Fire Alarm	Incorporate visual signals (blinking lights) for people who are Hard of Hearing/Deaf and are located in all activity areas and common areas (including washrooms).	The emergency fire alarm system is not updated to fill the needs of people with visual/hearing/cognitive impairment.	Consider visual warning system connected to the fire alarm.
B.5.d	Captioned Television Screens.	Provide captioning on television screens in the common areas to share important announcements to people who are Deaf and Hard of Hearing (e.g. emergency announcements when the show will start, the 10-minute warning, updates about performance delays).	No	Consider a video announcement system to maximize accessibility for patrons who are Deaf and/or Hard of Hearing.

Additional Notes:				
B.6 Accessible Pathways and Circulation			Audit Team Comments	Improvement Recommendations
B.6.a	Wide and spacious clear pathway.	1500 mm wide - allows 2 people using mobility devices to pass by; 915 mm wide - the min. width of a passageway for someone using a mobility device; 1675 mm - min. for a higher traffic pathway	The pathway coming into the main seating area has a podium for latecomers that is a major obstruction, even though the pathway is wide enough to accommodate large mobility devices passing each other.	Consider relocating latecomer seating to the other side of the bleachers to maintain adequate circulation clearance.
B.6.b	Clear path of travel is free of obstructions	When measuring clear path of travel, ensure that obstructions such as garbage cans, displays do not obstruct the path of travel.	Yes	
B.6.c	Surface area is slip resistant, smooth and flat.	Use low texture carpets (or no carpet) which is easier to wheel over.	Yes	
B.6.d	If there are stairs, there should be an alternate accessible pathway.	Either a gradual ramp or an elevator	Yes	
B.6.e	The main pathway and the accessible pathway are the same.	For example, if there are stairs, the ramp/elevator is located close by and is easy to locate.	Yes	
B.6.f	Signage direct people to important activity areas.	(Refer to section on Wayfinding)	Yes	

B.6.g	There are places to sit and rest.	Benches and chairs are provided in lobby and in hallways throughout the theatre so that people have a space to sit and rest.	Seating is provided in the Centre in general, but not very close by. There are no regular places to rest (chairs may be pulled out on occasion).	If provided, furniture should have high colour contrast for individuals who live with sight loss.
B.6.h	Ramps, stairs and elevators meet accessibility standards.	(Refer to relevant sections)	N/A	
B.6.i	All doorways are easy to open for someone with limited hand strength and dexterity.	Ideally - left open or automatic opening doors. Also, accessible - power operated doors with a push button. Otherwise, lightweight doors with level style handles.	The vestibule linked to the main seating area has regular double doors that have to be opened by staff prior to Showtime.	Consider power operated doors that are operated by the public during show times.

Additional Notes:				
B.7 Ramps			Audit Team Comments	Improvement Recommendations
B.7.a	Ramps are cane detectable for people with low vision	There are tactile warning strips at the top and bottom of ramps that warn people with low vision about a change in elevation.	N/A	
B.7.b	The ramp has an accessible non-skid surface and is wide enough.	Ramp is a minimum width of 1500 mm to allow mobility devices to pass by each other (unless it is shorter than 6 m when 915 mm is a permitted width.	N/A	

B.7.c	The ramp has a gradual slope which allows people to use the ramp safely and independently.	The more gradual the gradient the better - a gradient of 1 in 20 is ideal; however, other gradients can be used for shorter ramps <ul style="list-style-type: none"> • Ramp of maximum length of 6 m (gradient of 1 in 12) • Ramp of maximum length of 9 m (gradient 1 in 16) • Ramp of maximum length of 12 m (gradient of 1 in 20) 	N/A	
B.7.d	Longer ramps have flat and level landing areas at regular intervals where people can rest.	The dimensions are 1500 mm long by the width of the ramp (located at bottom and top of ramp and at abrupt changes in direction.	N/A	
B.7.e	Avoid curved ramps.	Curved ramps should be avoided unless the radius is extremely large because it is challenging to negotiate a corner while ascending or descending a ramp.	N/A	
B.7.f	Provide safety barriers.	When a vertical drop at the side of the ramp exceeds 75 mm, provide a barrier such as a 75 mm curb, pipe rail, or solid barrier - this prevents the front guide wheel of a wheelchair from accidentally going over the edge.	N/A	
B.7.g	Provide handrails.	Handrails should be provided on both sides of the ramp.	N/A	

B.7.h	Provide handrails that are easy to grasp onto and that help guide people with visual disabilities.	They should be smooth and round (approximately 35 mm in diameter) with extensions to signal the start and end of the ramp.	N/A	
B.7.i	Provide handrails at accessible heights.			
<p>Additional Notes:</p> <p>There are no ramps present inside the venue, since it is mostly a flat space.</p> <p>There is a small ramp at the entrance of the main seating area that acts as threshold and is not an obstruction.</p>				
B.8 Stairs - Connecting Parking to Main Level			Audit Team Comments	Improvement Recommendations
B.8.a	Ensure that staircases are detectable for people with visual disabilities.	Incorporate tactile warning strips at the top and bottom of the staircase and on stair nosing's.	N/A	Incorporate more tactile warning areas at the top and bottom of stairs.

B.8.b	Provide handrails that help to guide people with visual disabilities	Handrails should be located on both sides of the staircase and be continuous. Handrails that level off at the top and bottom of the staircase can help to indicate that the staircase has ended.	N/A	Yes
B.8.c	Position handrails so that they are easy to grasp onto.	Round handrails that are approximately 35 mm in diameter are easiest to grasp onto. Handrails should be positioned approximately 865 - 965 mm above the nose of each step.	N/A	Yes
B.8.d	Provide safe stair risers.	Use closed risers with a stair riser height between 125 - 180 mm and a min depth of approximately 280 mm.	N/A	Yes
B.8.e	Avoid curved staircases.	Curved staircases are less safe because the depth of the stair riser varies.	N/A	N/A
B.8.f	Provide safe landings at the top and bottom of the staircase.	The landing should be at least the width of the staircase unless the staircase is more than 1100 mm wide.	N/A	Yes

B.9 Elevators - Links parking to main level			Audit Team Comments	Improvement Recommendations
B.9.a	Freight sized elevators.	Ideally in larger theatres the elevator should be freight sized and accommodate at least 4 mobility devices at once.	No, 2500 lb capacity, accommodating 2 wheelchair users.	
B.9.b	Accessible entrance and doors.	Doors are open for a minimum width of 910 mm, they remain open for 4 seconds and doors reopen upon meeting obstacle.	Yes	
B.9.c	Control Panel is accessible.	Centre line for panel is located at 890 mm and it incorporates Braille and/or raised lettering on the buttons. Use a consistent layout for elevator buttons to make it intuitive (e.g. Main above Parking).	The operating panel is not accessible for vision/hearing impaired people (no Braille, No -voice announcements).	Consider adding Braille to elevator panel.
B.9.d	Elevator provides auditory signals for people who are blind or have low vision.	The elevator verbally announces the floor level and beeps at each floor.	No	Considering adding audio system.
B.9.e	Elevator provides visual signals for people who are deaf/Hard of hearing.	Floor numbers light up when the elevator reaches a floor level or a digital screen displays the floor number.	Yes, the buttons are lit and a text number is placed for emergency calling.	
B.9.f	Handrails are provided for extra stability and support.	Handrails are provided along all non-access walls and are located between 800 - 920 mm from the floor.	Yes	

B.9.g	Emergency Preparedness	Include a text number to call if a person who is deaf and/or hard of hearing is stuck in an elevator.	Yes	
<p>Additional Notes: There are handrails mounted on the walls. The power doors in the Parkade connecting it to the elevator are old, not fully opening and they close quickly, not allowing a person to pass properly.</p>				Repair power operator.
B.10 Seating Options			Audit Team Comments	Improvement Recommendations
B.10.a	Provide choice in wheelchair seating options	Try to provide choice to people with disabilities around seating options - in the front row, middle of the theatre, back of the theatre, gallery.	No choice in seating options only at floor level.	
B.10.b	Provide enough wheelchair seating to accommodate productions that are targeted at people with disabilities.	For example, one Realwheels performance attracted 20 audience members with a disability for a total audience size of 150 (2 out of 15 seats were wheelchair accessible). This can be accomplished through theatres with flexible seating configurations.	Only 15 available in one row.	
B.10.c	Provide seating options that allow people with disabilities to sit beside friends and family members.	Wheelchair seating should not be segregated - there should be removable seats in wheelchair seating areas for friends/family/companions.	Segregated when all designated seats for mobility device users are occupied.	Consider alternative seating arrangements to accommodate companion seating on the floor.

B.10.d	Provide ample multifunctional space that can serve as additional wheelchair seating.	Create a wheelchair seating area/ videography area at the front of the theatre (Note: both wheelchairs and film crews using tripods are challenging to position because they take up more vertical space). Provide a multifunctional space at the back of the Orchestra that can be used either as wheelchair seating and/or technician control point.	N/A	
B.10.e	Explore the feasibility of removable seats and/or hydraulic seating systems.	Some theatres can remove their front row of seating and open their side exits to create more wheelchair accessible seating. Newer theatres with hydraulic seating can adjust their configuration to allow for more wheelchair seating.	Adjustable seating system that allows back rows to be removed and more space allotted in the front of accessible seating.	
B.10.f	Consider the needs of overweight people when selecting seats.	Provide seating that can accommodate people who are overweight.	No	Consider replacing some seating with wider seats or lift up armrests.
B.10.g	Provide guardrail for stair if exit capacity is not obstructed.	Consider having lollipop guardrails installed at the center of the stair isle, but not affecting the exit capacity requested by code.	No	Consider adding handrails up the middle of the aisle.
B.10.h	Conceal all gaps in the risers.	Make sure that there are not any spaces allowing canes or toe tips to be stuck.	First riser is mobile and has a gap.	Add infill strip to the stair section of the first riser to cover the gap.
B.10.i	Tactile numbering system for seating.	Allow the people who are vision impaired to find seating and not rely on staff.	No	Consider adding tactile number plates at least to the end of each row.

Additional Notes: The main performance area has been retrofitted with a new bleacher type of system that allows a greater number of seats. The system is movable, allowing the back rows to be removed. In the present situation the stage area is minimized by the seating and also the present configuration allows only a row of seats for people using mobility devices. There is only one designated space for this purpose and when there are more patrons there is segregation between them and friends or family members. The seating has only regular seats and none for overweight people. There are no designated spaces for people with service dogs. The stairs on the sides of the seating have no handrails. There are no tactile or color contrasting strips to announce the change in surface. The stairs' nosing is sharp on the side and is hazardous. There were questions raised about the Building Code conformation of the seating system at its maximum span and also about the riser height. Further questions about these issues and the building permit of the retrofit must be directed to venue representatives.

B.11 Adapted Technology and other Accessibility Supports			Audit Team Comments	Improvement Recommendations
B.11.a	Assisted Listening System	<p>Provide an Assisted Listening System for people who are Deft/Hard of Hearing. There are three main types of Assisted Listening Systems:</p> <ul style="list-style-type: none"> • Induction Loop System • Infrared (or IR) System • FM System <p>If the system relies on receivers, ensure that these devices are on hand at all times and available. Provide staff with training on how to maintain and use these devices so that they can properly assist patrons with disabilities.</p>	No	Install ALS System.
B.11.b	American Sign Language Interpretation	<p>Provide space with adequate lighting at the front of the theatre for an American Sign Language Interpreter. Reserve some seats for people who are Deaf and Hard of Hearing that have a good sight line of both the interpreter and the stage (for lip reading). Provide Ushers with training on appropriate non-verbal gestures (sign language) to guide people who are Deaf/Hard of Hearing.</p>	Poorly placed.	Observation: Improve placement by assisting productions that require an ASL interpreter.

B.11.c	Audio Description	Work with Vocal Eye Descriptive Arts Society to offer their live audio description service at shows. It is the first of its kind in Canada and professionally trained describers provide the visual details of live theatre performances to blind and low vision audiences in BC.	Depends on production (should be placed in the back).	
B.11.d	Low Impact Shows	These types of shows are autism friendly and usually involve the following characteristics - reduced sounds, brighter lights, an opportunity to learn about the show in advance, a non-judgmental environment where the audience is encouraged to move around and make noise.	Depends on production (should be placed in the back).	
B.11.e	Cry Room/Low Sensory Rooms/VIP Rooms	Some theatres, such as the Queen Elizabeth Theatre, provide a sound proof enclosed room overlooking the performance stage that has audio piped in. This room serves multiple purposes. It can be a discreet VIP room for famous guests, a room for people with crying babies, or a low sensory room for families with autistic children who may be concerned about a tantrum during a performance.	No	Consider identifying a room within the centre for this purpose, equipped with CCTV.

B.11.f	Access to the stage during awards ceremonies.	Some theatres without raised stages have an easy route to the stage for awards ceremonies. Other theatres with raised stages may need to install temporary ramps or use an indirect route outside of the theatre. If an indirect route is the only way to access the stage, all the presenters and award recipients should use the same route.	Yes/flat stage	
--------	---	--	----------------	--

Additional Notes: There is no universally desirable system for those who are Deaf or Hard of Hearing, but it is generally preferred to have an ALS system and ASL Interpreters.

It is important that the ASL interpreter be placed in a well-lit, and visible area of the stage area. It is the responsibility of theatre companies to provide well-lit, well-positioned ASL interpreters.

There are various types of ASL interpretation, including tactile interpretation, shadow interpretation or narrative interpretation. Staff training is also important to accommodate the needs of Deaf patrons and patrons who are Hard of Hearing.

Out of the 3 types of ALS systems available the least desirable and reliable is the FM system. At the Roundhouse, a Bluetooth system was nev

C. BACKSTAGE AREAS				
C.1 Backstage Entrance			Audit Team Comments	Improvement Recommendations
C.1.a	Provide a separate backstage entrance for performers/technicians with disabilities		Yes, to some extent.	
C.1.b	Backstage entrance is easy to find and well-marked for people with disabilities	Backstage entrance is well marked, but not confused as main entrance by patrons.	The backstage entrance is a side door from the main exhibition hall, poorly marked with a simple printed sign.	Provide wayfinding signage that is clear and visible.
C.1.c	Wide and spacious door opening and level entrance.	At least 36 inches (915 mm wide) and level threshold (door threshold should be a maximum of 13 mm high and be beveled).	Yes	
C.1.d	Power operated door	Automatic doors are best, an automatic door opener with push button provides a high level of accessibility. At minimum, it should be a low weight door with a level style handle that is operable using a closed fist with a kick plate.	Double doors not power operated.	Install power operated doors.
C.1.e	Call button for assistance	Provide a call button for assistance in case the door opener is not working or if someone requires extra assistance.	No	Install call button connected to reception.

<p>Additional Notes: The corridor connecting the entrance door to the stage and dressing rooms is almost wide enough to fit 2 passing wheelchairs. The Roundhouse doesn't have a fully accessible backstage entry area that is separated from public access, nor is it well-marked. There is an advantage to the building being on a flat grade.</p>			
C.2 Wayfinding and Circulation and Access to the Stage		Audit Team Comments	Improvement Recommendations
C.2.a	Located dressing room, stage, backstage accessible washroom on the same level for performers with disabilities.		Yes
C.2.b	Provide wide spacious pathways	Pathways need to be at least 1500 mm wide in order for mobility devices to pass one another back stage. (Note: Spacious backstage areas are also better for moving heavy theatre equipment).	Only wide enough for manual wheelchair users and not for large mobility devices.
C.2.c	Provide gradual ramps if needed.	Provide gradual ramps (see ramps section) that allow performers to use the ramps safely and independently (Note: gradual ramps are also safer for moving heavy theatre equipment)	N/A
C.2.d	Provide spacious wings.	The wings should be at least 1500 mm wide so that two people using mobility devices can pass each other.	Even though the entrance to the stage is almost flat the corridor going to the dressing rooms is not wide enough for large mobility device users to pass each other.

C.2.e	Incorporate safety features on front of stage.	The front of the stage should be well marked by soft LED lighting or a raised lip which reduces risk of performers wheeling off the stage by accident.	No	Apply lighting and or raised guides.
C.2.f	Provide cue lights.	Cue lights at stage entrances can help direct performers who are Deaf/Hard of Hearing.	There is no cue light system in place to direct performers who are Deaf/Hard of Hearing.	
C.2.g	Performers with disabilities have access to all the same backstage areas as performers without disabilities.	Access should be provided to all of the key activity areas such as dressing room, washrooms, green room, and rehearsal space. If these are located on multiple floors, an elevator should be provided.	Yes	

<p>Additional Notes:</p>			
C.3 Dressing Rooms and Washrooms			Audit Team Comments
C.3.a	Accessible Entrance	Power operated door, level threshold, doorway is 915 mm wide (to accommodate larger mobility devices).	Not suited for large mobility devices, no power operated doors, poor signage.
			Given the state of the venue the enlargement of the doors is not possible, but power operators should be installed. Install Braille signage to the doors.

C.3.b	Wide spacious dressing rooms.	There should be wide spacious dressing rooms that provide enough spaces for large mobility devices to maneuver - larger devices require a 1700 mm by 1700 mm turning radius)	For productions with a large PwD cast, the two dressing rooms present are too small to adequately accommodate all cast members, so an additional temporary draped space is created in the exhibition hall.	Consider expanding the dressing rooms (see Appendix)
C.3.c	Visual Paging System	Incorporate a visual paging system in dressing rooms for performers who are Hard of Hearing and/or deaf.	Not Present	Consider installing a paging system.
C.3.d	Provide a ceiling lift system.	Provide a ceiling lift system to help people transfer in and out of their chairs.	Not Present	Consider installing ceiling lift if the ceiling structure permits.
C.3.e	A universal accessible washroom is provided.	This is an accessible washroom that can be used by male, female, transgendered and is particularly useful if a person needs assistance from an opposite gender attendant.	Yes, but not marked as universal	Accessible washrooms should be marked as universal (gender neutral) with clear signage that is easy to read and in Braille.
C.3.f	Provide roll in shower.		Yes	
C.3.g	Space to maneuver within accessible washroom stall.	Accessible washroom stall should be a minimum of 1500 mm by 1500 mm (Note: As more people use larger mobility devices such as scooters, the dimensions of 1700 mm by 2440 mm are preferred as it allows for a 1700 mm by 1700 mm clear turning space by toilet).	Space not suited only for large mobility devices.	

C.3.h	Accessible toilet and transfer space.	Toilet seat height - Approximately 457 mm; Transfer space by toilet - min. width 1020 mm. The transfer space alongside the toilet is kept clear of obstructions such as cleaning supplies and garbage cans.	Yes	
C.3.i	Stall door opens outwards and does not obstruct the washroom stall.	There is an indoor door handle so that it is also easy for people with disabilities to grab onto the stall door and close it; the level style latch system on the stall door is easy to lock and unlock for someone with limited hand dexterity. Coat hook is no higher than 1200 mm.	No	
C.3.j	Grab bars are provided which allow someone to safely transfer.	Grab bar location should be located by the toilet on the non-transfer area side. Grab bars that angle up from mid-point are preferable. Mounted horizontally between 840 mm and 920 mm above floor. Midpoint in line with the front edge of water closet, mid-point angles up not more than 60°. Grab bar diameter (30 mm - 40 mm); grab bar clearance from wall (35 - 45 mm) (Grab bar length - At least 900 mm long). Grab bars have a nonslip finish.	Yes	
C.3.k	Water closet has a bolted-on lid to grasp on to when transferring.	Or if no water closet, a second grab bar behind toilet - Bar is 600 mm long, mounted behind toilet between 815 and 865 above finished floor.	No bolted lid/second grab bar is present.	

C.3.l	Toilet paper should be easy to reach.	Toilet paper should be positioned by grab bar so that a person can grasp onto for extra support when reaching.	Present, but mounted too far away from toilet.	Relocate paper toilet holder lower and closer to the toilet.
C.3.m	Someone using a mobility device can easily use the sink area.	The sink is no higher than 865 mm above the finished floor; there is knee space (at least 250 mm high) underneath the sink which allows a person in a wheelchair to pull up underneath; Automatic or level style faucet handles provide easy access for people with limited hand dexterity or strength. The soap and towel dispensers located close to the sink and at accessible heights (note: no ore than 1200 mm high off the floor). The mirror is mounted 1000 mm from the floors.	Yes	
C.3.n	Emergency Call Button for Assistance	There is an emergency call button for assistance in accessible washroom stalls.	No	
C.3.o	Motion sensor lights.	Installing LED based motion sensor lighting for all accessible washrooms in order to get rid of the extra maneuvering and also helps with the energy costs.	No	Consider installing motion sensors.
<p>Additional Notes: The signage on dressing rooms is not suited for people living with sight loss. The entry door/space into the dressing room is narrow for a person who uses a large mobility device. The door of the washroom opens inside, although the washroom itself is accessible. It is preferable to have pocket doors for the washrooms instead of swinging doors. The roll-in shower is separated from the washroom. There is no space for a bed/resting surface. There is no tactile lock or identification on the lockers. There are no call buttons in the dressing/washroom. The lighting in the corridor going to the stage is poor. Counter height in dressing rooms is 3' high.</p>				<p>Consider converting existing alcove in each dressing room into a resting bed. Alternatively provide space elsewhere for this purpose.</p> <p>Install tactile labels on each locker door.</p>

Lower portion of make-up counter to accessible high.

Consider lowering the coat rack so that it is accessible.

D. TECHNICIAN AREAS

D.1 Accessible pathways leading to Fly Rail, Suspension Grid, Tech Booths			Audit Team Comments	Improvement Recommendations
D.1.a	Provide accessible pathways connecting all the main activity areas.	There should be accessible pathways leading to the fly rail, suspension grid, technician control booths and other areas used by technicians.	Not wheelchair accessible.	Consider installing an elevator on the west outside wall of the theatre. It would be acoustically separated by vestibules. See photo of the suggested location in the appendix.
D.1.b	Provide wide spacious pathways.	Pathways need to be at least 1500 mm wide in order for mobility devices to pass one another back stage. (Note: Spacious backstage areas are also better for moving heavy theatre equipment).	Yes, wide pathways are provided.	
D.1.c	Provide gradual ramps if needed.	Provide gradual ramps (see ramps section) that allow technicians with disabilities to use the ramps safely and independently		

D.1.d	Provide an elevator backstage.	Elevators are useful in backstage areas for moving heavy technical equipment, providing access to the back office administrative spaces and providing access for performers and technicians with disabilities.	There are scissor lifts present but they are not accessible.	
D.1.e	Provide access to Tech Control Booth	If the tech booth is only going to be slightly raised, provide an accessible ramp and entrance leading to the tech control booth. In a larger theatre explore having the gallery seating and tech booth located on the same level so that they can share an elevator.	Tech control booth is positioned up above at the end of the seating, in connection with the catwalk system.	If this level is accessible, provide a ramp on each side of the booth and eliminate any gaps between the booth and the wall.
D.1.f	Install a suspension grid.	Instead of using a catwalk system, install a wheelchair accessible suspension grid system - this also reduces health and safety risks of individuals without disabilities falling below.	No	Consider upgrading the pipe grid to allow access for persons who use mobility devices. A cable grid places the lights above a wire mesh, making the non-accessible lifts and ladders unnecessary to do this work. (see Appendix; PG. 24, for example, cable grid)
D.1.g	Have fly systems/line systems.	Bars for hanging lights, scenery, etc. should have the ability to lower to the floor level for adjustment at floor level.	No	

<p>Additional Note: The stage manager can have a temporary booth arranged in connection with the stage (although wing space is limited), audio setting personnel has to access the tech control booth, which is not possible.</p>			<p>Consider locating controls (fixed or tablet) for stage manager and lighting technician on the floor in the stage wing.</p>	
D.2 Accessible Control Booths			Audit Team Consultants	Improvement Recommendations
D.2.a	Entrance is wheelchair accessible.	At least 915 mm wide, level threshold.	No	
D.2.b	Enough room for larger mobility devices to maneuver.	(Larger devices require a 1700 mm by 1700 mm turning radius)	No	
D.2.c	Control window and controls are located at wheelchair accessible heights.	Bottom of window edge should be no higher than 1000 mm and controls should be positioned no higher than 1200 mm.	N/A	
D.2.d	If a desk is provided, it is wheelchair accessible.	Clear knee space is provided underneath the desk.	Yes	

D.2.e	Provide additional flex space for additional workstations.	Provide additional flex space for additional work stations - can create extra space for audio visual description - and can also be used to provide more space for mobility devices to maneuver.	Yes	Consider having the tech booth space redesigned to ensure easy access to multiple stations.
Additional Notes: The position of the technical booth is set up in a way that is not accessible altogether for people using mobility devices. There is the possibility of setting up a side control table, but wing space is limited.				
E. ADMINISTRATIVE OFFICES				
E.1 Back office areas used by staff for overall administration, operations of theatre			Audit Team Comments	Improvement Recommendations
E.1.a	The back-office areas are accessible for people using mobility devices.	If the back office is located on another level, there is either elevator access or a gradual ramp leading to the office. Pathways are at least 915 mm wide to allow wheelchairs to pass through and many passageways are 1500 mm wide to allow people in mobility devices to pass one another.	Yes	Consider corners; Should allow the mobility devices to pass by (measured 4' width at the corner of the passageway from the elevator to the offices)

E.1.b	There are accessible work stations.	Work Stations can be easily adapted for people using wheelchairs and employees with disabilities would have access to adapted technology for employees who are deaf/Hard of Hearing and/or blind.	Yes	
E.1.c	There is an accessible washroom.	See earlier sections on washrooms	Yes, but not marked as universal.	Provide universal and braille signage on accessible washroom doors. Refer to comments for washrooms in Section B.3 & C.3.