

APPENDIX A: Scoping Meeting Minutes

Minutes of Meeting

Date and Time of Meeting: Friday 18th October at 2pm

Venue: County Hall, Kingston-upon-Thames KT1 2DY

Attendees:

Name	Initials	Company	Initials
Davinder Ranu	DR	Marchese Partners	MP
Emma Curtis	EC	Morgan Sindall	MS
Lita Ferguson	LF	Surrey County Council	SCC
Mike Maxwell	MM	Guild Living	GL
Richard Gregory	RG	Mayer Brown	MB
Scott Dickson	SD	Surrey County Council	SCC

Purpose of Meeting: Highways Pre-App

Item	Minutes	Action
1	Overall principals of the development and its operation understood, APS parking system accepted as a good solution for resident/staff parking.	n/a
2	Control/management required for visitor parking accessed from hospital access.	GL
3	Assessment of existing restrictions on local roads (within 200m) with potential contribution to the funding of additional restrictions if considered necessary to mitigate overflow parking by visitors to the site.	RG
4	Further information required with regards to the assumed number of spaces at the nursery that would be taken up by hospital and guild staff.	GL
5	Agreed that 2 methodologies would be used for predicted trips to/from the site as a sensitivity test.	RG
6	Car club spaces supported and suggested that we contact Enterprise who have an existing network in Surrey, Enterprise car club spaces would need to be in a publicly accessible location.	GL
7	Interview surveys to be undertaken at the M&S, WHSmiths and Costa units within the hospital to determine whether any visitors are using these facilities without any other reason for being at the hospital, this data can then be used to support the assumption that the similar units on the Guild site would not attract additional trips.	RG
8	SD requested additional time to consider the extent of the additional junction surveys required but agreed that this would be treated as a priority next week so that the surveys could be booked for the week immediately after half-term.	SD
9	Methodology for the distribution of trips to be agreed but likely to be based on existing traffic flows and local journey to work data (or similar).	RG/SD
10	Travel Plan and Construction Traffic Management Plan (including delivery vehicles/number/routes and site plan etc) required in addition to the Transport Assessment as part of the planning submission.	EC/RG
11	SCC stated that they will not be providing a written response to the Pre-App as they believe that for a development of this size an ongoing dialogue is the better approach.	n/a



Circulation: To all attendees, plus the following:

Name	Initials	Company

Author: RG

Date: 31st October 2019

APPENDIX B: Accessibility Index

Site Name: **Guild Living - Epsom Hospital**

Project Code: **GLEpsom.1**

Date: **22/11/2019**

Assessor Name: **Richard Gregory**

PTAL Calculator (Manual)

Parameters

Walk Speed (metres/min)	80
Bus reliability (mins)	2
Peak hour services	

Stop	Route	Distance (metres)	Frequency (v/h)	Weight	Walk Time (mins)	Service Wait Time (SWT) (mins)	Access Time (mins)	Equivalent Doorstep Frequency (EDF)	Accessibility Index
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Epsom Hosp	E5	120	1	0.5	1.50	32.00	33.50	0.90	0.45
	166	120	1	0.5	1.50	32.00	33.50	0.90	0.45
	293	120	3	1	1.50	12.00	13.50	2.22	2.22
	467	120	0.1	0.5	1.50	302.00	303.50	0.10	0.05
Epsom Hosp	H1	280	1.6	0.5	3.50	20.75	24.25	1.24	0.62
Epsom Hosp	318	400	0.5	0.5	5.00	62.00	67.00	0.45	0.22
	406	400	0.2	0.5	5.00	152.00	157.00	0.19	0.10
	408	400	0.9	0.5	5.00	35.33	40.33	0.74	0.37
	479	400	1.6	0.5	5.00	20.75	25.75	1.17	0.58
	668	400	0.2	0.5	5.00	152.00	157.00	0.19	0.10

Accessibility Index 5.16

Site Name:

Project Code:

Date:

Assessor Name:

Total Site Accessibility Index =	5.16
Site PTAL Level =	2

PTAL	Range of Index
1 (Low)	0 - 5
2	5.01 - 10
3	10.01 - 15
4	15.01 - 20
5	20.01 - 25
6 (High)	25.01 +

APPENDIX C: Site Layout Plan



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client
GUILD LIVING

project
**PROPOSED LATER LIVING DEVELOPMENT
 EPSOM GENERAL HOSPITAL**

title
**GENERAL INFORMATION DRAWING
 VISIBILITY SPLAYS
 SIGNAGE & MARKINGS
 DEDICATED PARKING BAYS**

scale	1:500 @ A3	drawn by	RG	checked by	RG
date	FEBRUARY 2021	cad file	210203 - GLEpsom.1 - Info		
drawing number	B/GLEPSOM.1/09			rev.	A