

**AMENDED VERSION as approved by Environment
Committee 19th Nov 2003
[further minor amendments added 3rd February 2005]**

WEST PARK BRIEF

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3rd February 2005.

INTRODUCTION

This Planning Brief for the West Park Hospital site, as approved by the Borough Council's Environment Committee, will be used as Supplementary Planning Guidance, against which the Planning Committee of the Borough Council will judge planning applications.

A number of minor points of fact, or updates, have been added to this document in February 2005

The Brief sets out:

- the planning background to the site;
- the key areas or targets which the Council wishes to pursue for the development of the site;
- the master plan and the design rationale behind that plan.

A number of key points of process are identified throughout the brief such as Section 106 benefits both on and off site which will need to be in a draft legal agreement before the planning application is determined. Similarly, off site highway works will be required under a Section 278 legal agreement – these requirements are identified in this Brief as follows:

- Section 106
- Section 278

2. **BACKGROUND**

Chronology of Events

West Park Hospital was completed in 1924 as the last of the 5 Epsom Cluster mental hospitals. It closed in 1999, although some parts of the site will remain in NHS use for the foreseeable future.

The NHS through the Secretary of State for Health (SSH) is seeking to dispose of the surplus land and buildings for development. Agents acting for the SSH, Broadway Malyan, submitted an outline planning application and draft brief in December 2000. This application was substantially revised and submitted again in March 2002, with a second duplicate application this being one which could be appealed to the Planning Inspectorate, if that decision were taken by the SSH.

These applications were withdrawn in May 2003, when two more revised Applications were submitted. One application proposes a single access point serving the site; the second application proposes two accesses with one of those being the formation of a new roundabout to serve the site on Christ Church Road. It is not known whether Broadway Malyan will submit their own planning Brief in the future to reflect the content of these two applications.

Planning Background & Policies

Outline planning permission for the four other cluster sites was granted in 1997 for about 1500 dwellings and associated community and open space facilities.

West Park is not covered by that planning permission. It is designated in the adopted Epsom and Ewell Local Plan (May 2000) as a Major Developed Site (MDS) in the Green Belt (GB).

Other national Government Planning Policy Guidance Notes (PPG) also have to be taken into account when considering the site notably PPG's 2 and 3, 4, 13 and 15. The 1994 Survey Structure Plan is of some relevance but this has been substantially revised, and the comments received from its recent public consultation exercise are now being analysed.

An Examination in Public (EIP) is scheduled to start in mid November 2003.

The Borough Council's Environment Committee has received a number of reports at its meetings in 2001 – 2003, where targets have been approved by its Members for inclusion in a brief; it has the results of various public consultation exercise reports and has discussed particular issues and topics in detail on a number of occasions.

In particular, two Community Planning events were held in conjunction with Broadway Malyan and a number of other interested organisations in March and September 2001. At the September event, Council Officers produced a series of 5 option drawings for discussion. These drawings illustrated a number of topics and proposals, which have informed the content of what is now included in this document.

A third public consultation was mounted in January 2003 with an Exhibition, which showed the Council's preferred master plan. The accompanying explanatory text was displayed for 3 weeks in Epsom town centre; about 80 people attended a meeting on January 18th and consultation forms were received with comments attached

3. CONCEPT

There are a number of key planning documents, which influence what development might be allowed on the site. These are:

- Surrey Structure Plan
- Epsom District wide Local Plan
- Planning Policy Guidance Notes [PPG 2 on the Green Belt, & PPG3 on the provision of Housing]
- Surrey Design Guide
- Sustainable Residential Quality: new approaches to urban living [May 2001 Llewelyn Davies report for DETR; GOL; LPAC]

The Council's concept behind the planning of the West Park site and the aspirations which it has for its future development stem from looking at the existing characteristics offered by the site and its situation within the Green Belt, and proposing a development which takes the best of the existing buildings, trees, and open spaces to convert them into a vibrant and sustainable mixed scheme fit for the 21st Century.

The Council's plan embodies a number of Targets, which Members agreed at a Briefing evening in May 2002, and which have received support from the public during two Community Planning exercises as mentioned above. The Targets include:

- Retention & conversion of the most attractive old ward buildings
- 40% affordable housing provided
- Energy efficient housing
- IT wired housing to facilitate "home working"
- Achieving a mixed form of development to include residential, employment, a hotel/conference centre which might incorporate a "Spa" theme, a small shop, & a meeting room
- Seeking to halve the normal parking requirements by introducing innovative schemes such as 'pool cars', Green Travel Plans, public transport & the principle of "Home Zones"
- Seeking to secure substantial areas of open space within the site, both strategic and local, formal and informal, and with no impact upon Epsom Common
- the establishment of a Development Trust aimed at engaging new residents to take an active part of how the site is managed, and to improve upon the sustainability of the site in the future
- securing commuted sums to reduce the impacts of the development off site e.g highways alterations

Other features which have been incorporated in the master plan are :

- Retention and enhancement of the best landscape features including hedges & trees
- Minimal impact by any new development upon the Green Belt setting of the site
- Vehicular access to the site to be the least damaging possible, preferably with a single main point of access

The master plan attached reflects the Council's commitment to restraining the physical areas of the site where redevelopment will be allowed to occur as advised in PPG 2 Para C6. The plan implies a building "envelope" beyond which no development will be allowed to occur. By removing outlying buildings such as "Lakeview" and "Oakland", it is thought that the setting of this site within the Green Belt will be positively improved.

4 SUSTAINABILITY

Policy Planning Guidance Note 3 [PPG3] states that the Government is committed to maximising the re use of previously developed urban land, and the conversion of non-residential buildings for housing in order to promote regeneration. PPG 2 Annex C also recognises that redundant buildings such as hospitals in the Green Belt may be redeveloped or converted. Paragraphs C6 & C14 give more detail as to how this should be carried out without harm being caused to the Green Belt.

PPG3 also promotes more sustainable residential environments provided that they are linked to good public transport, that they are of mixed use, that they provide a greener residential environment, that they place a greater emphasis on high quality design and that they are well designed places in which people can live, and that they make efficient use of land.

The aspirations described by PPG 2 & PPG 3 follow closely the Targets and general aspirations which Members of the Borough Council, and members of the public who have been involved in the various consultation exercises, mentioned above in the Background Chapter of this Brief, have supported and identified a number of times.

As part of the preparatory work undertaken on this document, the Council commissioned a comprehensive report from Bio Regional, the consultants who have been closely involved in the construction of the BedZed site- a new award winning residential development in Beddington near Sutton, considered to be one of the most sustainable developments in the UK. The BioRegional Report offered a number of suggestions, which could be taken into account and incorporated for any new development of this site. Many of these have been included where thought appropriate in the Sustainability Specification, described elsewhere in this Brief, which is to be included within the draft Section 106 Legal Agreement. The Council hopes to link this Agreement to the grant of Planning Permission for development on the site.

The public consultation carried out in November 2003 contained a number of comments regarding the need for this development to be as encouraging as possible towards the use of cycles both as a cheap, healthy and convenient mode of transport but also one which has substantial potential to reduce carbon monoxide emissions by persuading residents out of their cars to travel by bicycle. To this end, The developer of this site must observe good practice when submitting proposals for cycle paths within the site, and for secure storage facilities for cycles both for visitors and residents.

5 BUILDING RETENTION

The Borough Council has identified a number of architecturally attractive and important buildings on the site that should be retained and converted. Some of these buildings are situated within the West Park Conservation Area [designated 1997].

The re use of materials salvaged from those buildings which may be demolished has been identified within the Sustainability Specification. The benefits in terms of overall sustainability are that the embodied energy contained within those salvaged materials is not wasted, and also that re used materials often have a more weathered, established appearance which can result in making the resulting elevations of those buildings where they are used - either in new build or converted – more attractive.

The Schedule of buildings which may be demolished is set out below

The following buildings may be demolished with the prior consent from the Borough Council. [*note : the numbers referred to are those used by Broadway Malyan consultants in their Report Urban Design Analysis March 2001*]

15, 16, 17	Villas
18	Parklands
19+20	Lakeview+ Oaklands
21+22	wooden shed + Cavell House
23+24	Nightingale Annexe & House
26+27+28	Laundry, Lister House,
29+30	Unnamed buildings
31	Engineering & Building Workshop
32	Sub station
33+34	Masefield + small store
36	Jenner
38+39	small storage buildings
40	Garth, Goldsmith, Henty, Huxley
41a,b, c	unnamed buildings
42+43	Clothing store, Supplies Dept.
Parts of 44	Main Hall / Canteen
45+46	Hereford, Honiton, Guildford, Granton
51+55	small store buildings
58+59	Virology lab & small lab building
60	Valve chamber
61	Entrance lodge

The remaining buildings within the residual area to be disposed of by Inventures on behalf of the NHS shall not be demolished without the written consent of the Borough Council, although there will probably be certain scope for small parts of those buildings not listed above to be removed by negotiation, if the changes proposed are part of a scheme for the retention and conversion of the remaining buildings, and it is agreed at the detailed design stage that such removal will enable a better design and overall layout to be created.

The building known as The Community Health building illustrated on the Council's master plan at Area "E" should be retained and converted into residential accommodation. Its "footprint" will be included in the overall calculations for the site. The 'retention approach' to this building has come about from the comments received during the November 2003 public consultation.

Reference to the remaining buildings not to be demolished without prior written consent is contained within the draft S106 Agreement

6 DEVELOPMENT MIX

The Council has set a target for the site that redevelopment should include a wide mix of uses. These include:

- Residential [new and conversion]
- Hotel
- Conference centre
- Live/work residential units
- Possible business centre [Water Tower]
- Open space – private & public
- Car parking

RESIDENTIAL

The developer will be expected to provide a mixture of sizes and tenures – in conjunction with a Registered Social Landlord for the affordable housing – ranging from 1 bedroom flats to 5/6 bedroom houses. The Council requires that 40% of the residential units be affordable with some of those allocated for “key workers”.

A Schedule of the mix of affordable units required by the Council is set out elsewhere in this Brief.

The Master Plan attached to this Brief illustrates a layout containing approximately 325 houses and flats.

There is a S106 requirement to cover provision of 40% affordable housing.

HOTEL

The Council believes that there is strong demand in the local area for a high quality 4 star Hotel, and suggests that one could be provided on the West Park site. Conversion as suggested in the Master plan could yield between 100 to 120 bedrooms, with associated communal facilities. As part of the S106 Agreement, the developer will be expected to carry out a full sequential test* within the Borough of Epsom & Ewell to investigate whether any other suitable sites exist and are available for the construction of a Hotel and Conference centre. If none are found to exist, the Council will favourably consider the provision of such on this site. A reasonable period of time will be need to be agreed and specified in the S106 Agreement for marketing the part of the site for the hotel etc. If no suitable developer comes forward after that period of time, the Council will consider alternative uses, such as residential conversion.

* Since the Brief was approved , this Test has been undertaken in September 2004 by Humberts Leisure specialist consultants acting for the Council.

The draft S106 Agreement will require a “sequential test” to be carried out by the developer into Hotel provision elsewhere in the Borough; if that finds no suitable site for development, then such use may take place as illustrated on the Master plan. A period of time to be agreed between the Council and developer for test marketing the retained buildings as shown on the master plan for Hotel use. If after that time, no developer can be found to execute that proposal, the Council will consider alternative uses such as residential for those buildings

CONFERENCE CENTRE

In order to make the Hotel more economically attractive, the Council would like a conference centre to be provided alongside it. It favours the retention and conversion of the existing Recreation Hall into a such a facility, which could be converted into a variety of divisible spaces yielding up to 300 delegate spaces in total.

There will be a legal requirement for a Green Travel Plan to be written and agreed between the developer and the Council which would ensure that guests and delegates would be expected to use a variety of modes of transport, not just the private car, in which to travel to and from these facilities. A Green Travel Plan coordinator would be appointed in the early years of the scheme to make sure compliance takes place with the Plan.

The requirement for a Green Travel Plan is included in the draft S106 Agreement

LIVE / WORK UNITS

In order to encourage residents to reduce their dependence on the car to travel to work, the Council will expect a minimum of 5% of all the residential units on the site to be designed as live/work units. These could be grouped together, for amenity purposes, and could be set around the listed Water Tower which might act as a focal point and provide some communal or business facilities.

Reference to the Water Tower being used for community use is included in the terms of the draft S106 agreement.

BUSINESS CENTRE / WATER TOWER

The Council recognise that there might be the need for services such as secretarial, IT, financial, and facilities such as meeting rooms, fax, photocopying and PC's etc. to be available for support and back up for residents who want to either work from home, or have purchased a live/work residential property.

The possible conversion of the Water Tower being converted into a business Centre is encouraged. If the conversion proves to be economically unviable as a Business Centre and / or headquarters accommodation for the Community Development Trust, then the Borough Council will consider other options for its conversion by a developer. Alternative suitable accommodation for the headquarters of the Trust will still need to be provided, provision for which must be made in the S106 Agreement.

A Community Development Trust is to be set up to facilitate this & other community ventures. This provision would further enhance the sustainability of the development by reducing residents' need to travel elsewhere to work; it might also encourage residents from the other Cluster housing sites to use the Business centre thus making it more financially viable, and enabling networking between residents from other sites to occur.

The Trust will need to have some accommodation for its own purposes, and it would make good sense if this could be situated within the Tower alongside those other facilities mentioned above.

Reference to the Water Tower being used for a business centre and for accommodating the offices of the Trust is included in the terms of the draft s106 Agreement. If found to be economically unviable for conversion for community purposes, alternative accommodation must be found for the Trust HQ.

OPEN SPACE [PRIVATE AND PUBLIC]

The Master plan in this Brief illustrates how the various areas of open space already on this site could be utilised :

- for private use within residential properties, within the grounds of the Hotel,
- for communal use in areas such as the existing “Urban Squares” which are those spaces bordered by the former Ward buildings. These are considered highly important in urban design terms; as they contain substantial mature trees and shrubs, which, if properly preserved, will contribute significantly to the visual appearance of the new development when completed.
- the largest remaining area of open space is the land to the north west side of the site. This land is to be conveyed to the Borough Council as part of the draft S106 Agreement. It will form an important physical link between Epsom Common and Horton Country Park; a number of improvements will be carried out on this land such as a horse ride, a public footpath etc. These have been listed and costed by Council Recreation Officers, and a general reference made to this provision is included in the draft S106 agreement [Section 11 of the Brief].

Details of the areas of Open space to be conveyed to the Council, with appropriate commuted financial sums for future maintenance will be included in the draft S106 Agreement. Retail feasibility study into small store to be undertaken. Provision of other Community and young people’s recreation as described below must be discussed between the developer and the Council.

Under the provisions of the draft S106 Agreement, the developer of the West Park site will be required to carry out a Feasibility Study into the economics of building a small retail food/sub Post Office/ general store sited somewhere within the development. The site developer will be expected to discuss the provision of other Community facilities such as Nursery/ creche facility, a small hall/meeting room [and the public/private mechanisms for funding such a facility]. Facilities for young people’s recreation and leisure such as a roller blading or skate boarding park must be discussed between the Council’s Recreation Officers and the developer.

7 ACCESS

EXTERNAL

There is only one point of vehicular and pedestrian access to the site at present, from West Park Road which leads off the new West Park roundabout on Horton Lane. When the Hospital was fully occupied and operational this road would have carried a substantial amount of vehicle traffic but as many of the buildings and facilities on the site have been closed, so the traffic has reduced. The County Council have advised that if redevelopment were to take place and residential numbers were to be in excess of 150 dwellings, then the existing road access from Horton Lane would need some improvement. National Highways Policy advice suggests that normally a second point of external access be provided. The County Council wish this to be in the form of a new roundabout on Christ Church Road at a point opposite

the existing entrance to the Stew Ponds Car Park on Epsom Common, which the County consider to be dangerous at present and which would therefore benefit from being accessed by the fourth arm of this new roundabout.

The Borough Council is not convinced that this new roundabout is either necessary nor desirable, particularly in environmental terms due to its close proximity to Epsom Common which is a highly valued Site of Special Scientific Interest [SSSI], and the additional visual effect that it would have on Christ Church Road which is an important semi rural approach to the Borough. In 2002, the Council commissioned traffic consultants Mouchel Consulting to investigate whether a second full point of access was required, and they produced a number of subsidiary Reports along with their main Report. The conclusions in brief were:

- There are no arguments on traffic capacity grounds to build a second point of external access; in other words, the existing roads in the immediate area such as Horton Lane, Christ Church Road, West Hill, Hook Road and outside the Borough boundary, Leatherhead Road, are capable of accommodating the extra load which the development of the West Park site would bring.
- The existing point of access from Horton Lane could be adequately improved to take all the expected traffic load, provided that a second point of access to take Emergency vehicles such as Fire, Police, and Ambulance could be constructed somewhere on the boundary along Christ Church Road. This would not need to be a full width road but merely a properly constructed track of perhaps 2-3 metres wide with a farm gate secured by a padlock which was only able to be unlocked by those emergency services with the correct key and due authority.

The Council employed Mouchel Consulting to undertake the detailed design work required to ensure that the widened and improved single road from Horton Lane would meet necessary safety standards; the design also makes adequate provision for cyclists and pedestrians.

A number of minor improvements are likely to be carried out on Christ Church Road such as improved lighting standards, a dedicated right turn lane into the Stew Ponds car park, and two pedestrian islands. These are consequent upon a Section 278 legal Agreement which has been signed – as part of the other Hospitals Cluster requirements - to put in place a number of highway improvements deemed necessary by the County Council.

The Royal Borough of Kingston upon Thames Council appointed highway and transportation consultants Halcrow in July 2003 to investigate what scope there might be for building some rapid light transit routes radiating away from Kingston town centre towards such

places as Chessington , Malden Rushett, and Tolworth. One of the routes under investigation is Chessington, thence to Epsom via Christ Church Road. Such a route would be able to serve the West Park site. Preliminary findings in October from Halcrow suggest that this route could only be served by a bus [not tram or guided bus which was originally potentially under review for all the routes] and this was confirmed by the final Report produced in early 2004.

The Draft S278 agreement will detail the various off site highway and transport improvements required

INTERNAL

There are a number of internal roads within the site, as shown on the Master plan. Some exist and will continue to serve the various established users on the site. In some cases such as the road leading to the Cottage Hospital and the Poplars Day Hospital, they will need to be widened and footpaths added, as they are severely substandard. In other cases, new roads will be built to serve the new and converted dwellings on the development. The internal road layout illustrated on the Master plan has been carefully designed to fulfil a number of functions.

It is designed to keep vehicle speeds down to 30 MPH on local roads or distributors, and a maximum of 20 MPH on others where for these roads can be designed specifically as “Home Zones”.

The internal road layout has been designed for a bus to enter the site, travel through part of the development, stop at a central position close to the Conference Centre to drop and pick up passengers, and leave the site again. The bus stop is designed to be a maximum of about 250 metres from the furthest dwelling, which more than meets the national recommendation for all new developments.

Parts of the old outer circular road may not need to be widened along their entire length, as some of this road will only carry light amounts of traffic. Such detailed items will need to be resolved with the County Council Highways Engineer prior to detailed Planning applications being submitted.

The main internal distributor road will be used as the bus route and will carry much of the Conference centre traffic. It is illustrated on the master plan, and has been accepted in principle by the County Council as being acceptable, subject to a number of points or areas of detail, which may require further detailed design.

The new minor roads will be expected to be designed to a maximum speed limit of 20 mph, and to be laid out as ‘Home Zones’ where the pedestrian user and residents have priority.

Internal access should also include pedestrian footpaths and cycle ways; wherever practical, these should be for shared use, being of sufficient width and clearly marked as such and well lit. The Master plan will be amended to show a range of these permeating the site. This will allow residents and visitors easy access around the site, and ensure good supervision of all public areas, which is of great importance in reducing potential crime or the fear of crime.

At the stage when Planning Applications are submitted for the site, the provision of parking and storage facilities for cycles owned both by residents and their visitors must be thoroughly researched.

8 THE ENVIRONMENT

OPEN SPACE

The latest Government advice on provision of open space [PPG 17] requires that all local authorities must carry out an audit of all the open space in its area. The Council has not yet completed this audit. In the light of this, the advice contained in the District wide Local Plan requires any developments of over 50 dwellings in size, which this site is expected to be, should follow the National Playing Fields Association [NPFA] guidelines for children's play space of 0.6-0.8 hectares per 1000 population, both equipped playgrounds and informal spaces. The playgrounds should be at 800 metre intervals, and be sited so that children do not need to cross busy roads to reach them. Younger children's play spaces should be sited relatively close to the pedestrian system.

There is an extensive area along the whole of the North West side of this site which should provide at least one, or several play pitches for football or other similar sport activities which is what the land was formerly used for.

It is likely that all such open space and play provision can be made on the site rather than needing any to be provided off site. There will be a Section 106 Agreement requirement to provide such areas, supply them with suitable play equipment, and contribute a commuted sum to be agreed for future maintenance and adoption.

The Council's Master plan provides for a number of both formal play areas and the so called "Urban Squares", described in more detail below, and other informal open spaces which are equally important.

URBAN SQUARES

There are two large open areas enclosed by the former Ward buildings within the site. These contain a number of substantial mature trees and established shrub planting. They originally were probably laid out for

the therapeutic benefit of patients living in the Hospital. In the opinion of the Council these areas - which are called hereafter “Urban Squares” – are a valuable asset. The public and Council Members have endorsed this view at previous consultation events. The Master plan seeks to preserve as much of these Squares as physically possible within the other design constraints of the development. They should be enhanced with additional planting and may be suitable locations for pedestrian paths/cycle ways and formal play areas as described above.

The provision of areas of public open space, commuted sums for their future maintenance, and for the retention of the Urban Squares will be included in the draft S106 Agreement.

ECOLOGY

The Council has commissioned a comprehensive report from a firm of consultants – ERM - who studied the effect on the various ecological components of the site which might be caused by the construction of either one form of road access, plus an emergency link on to Christ Church Road [described elsewhere as Option ‘B’] or two points of road access, being the construction of a new roundabout on Christ Church Road with one of its arms into the West Park site, and the second point of access again being from West Park Road.[described as Option ‘A’]

The results of this Report concluded that Option B had a marginally less damaging impact on these parts of the site.

The Report investigated a wide range of ecological matters and other topics such as hydrology, archaeology, noise, and air quality.

The ecology contained on and around this site will need to be carefully studied by a prospective developer. Measures suggested for mitigating the effects of such a large redevelopment will be required as part of the granting of any detailed Planning Permission. The species present on and around the site which must be addressed include roe deer, bats, breeding birds, badgers [no evidence found], dormice, stag beetles, common reptiles and others features like mature trees. The Report by the consultants ERM should form the basis of further studies by a prospective developer.

MAINTENANCE

Mention has been made above regarding the necessity for suitable commuted sums to be required for future maintenance of the open spaces included in a new development on this site. Different areas will require different regimes of maintenance, dependent on their character. The establishment of a Community Development Trust is described elsewhere in this Brief.

One of the key roles which the Council envisage that such a Trust could have is the involvement of the new residents and business occupiers of the development in using it to organise a more effective and closely monitored landscape maintenance contract for some of the more formal landscaped areas of the site which are sited closer to people's homes, the grounds of the Hotel etc. These are areas where the Council if using its own Grounds maintenance contractor would perhaps not be able to attain such high standards as residents and business occupants might expect.

Details of the mechanism as how a Community Development Trust will be set up & run will be included within the draft S106 Agreement.

LINKS & OFF SITE CONNECTIONS

The Council has employed Highway Consultants to advise on what the suitable arrangements might be for improved vehicle access points into the site. As part of continuing discussions with the County Council, the Council will endeavour to come to an agreement with the County regarding a single point of access to the site from Horton Lane via west Park Road. There will be a number of pedestrian and cycle links to and from the site some of which are indicated on the Master plan, while other links will be expected to be provided to the Horton Country Park and to Epsom Common. The detail of these will be worked out before a detailed Planning Application is submitted by a prospective developer.

SAFETY AND SECURITY

The Council fully supports the design initiative "Secured By Design" and will expect any development to pay full regard to its principles. It will take expert advice from the Surrey Police Architectural Liaison Officer in achieving these. The Council believe that its Master plan is capable of achieving most of them, although further work may be required to satisfy all the security aspects.

It is the intention that wherever possible all pedestrian, cycle links, formal play areas, public open space and landscaped areas must be designed to enjoy high levels of surveillance to deter potential crime or other types of anti social behaviour.

TREES

The site contains a substantial number of specimen mature trees, many of which are protected by a recent Tree Preservation Order. The Council's Master plan attempts to preserve as many of those trees on the order and others as possible. A prospective developer will be expected to do the same. The points of improved road access to the site

described elsewhere in this Brief will have an impact on mature trees, and may require the removal of some. Every effort should be made to minimise the number of these to be removed, or requiring mitigating treatment. A developer will be expected as part of a detailed landscaping submission to re plant any trees which have to be removed for whatever reasons, and to further enhance the important landscaped setting of this site within the Green Belt by a substantial programme of new tree planting [which will be covered by Planning Conditions to re plant those trees which die within a specified period of time].

A draft Specification regarding the preservation of existing trees during the construction period as the development is built will be included within a draft S106 Agreement .

9 COMMUNITY DEVELOPMENT TRUST

One of the Targets identified by the Council for the development of this site is the formation of a Community Development Trust, whose aims in general would be to encourage both the new residents of the site, together with other occupiers such as the Hotel / Conference Centre, and other businesses to take an active role which would involve them in how the site was managed and run both now and in the future. Some of the many initiatives described in this Brief such as the Green Travel Plan, the operation of a Car sharing or hiring Club, the numerous other green/ecological initiatives, the use of the Listed water tower as a possible business centre, the possible provision of a small local shop, better maintenance of certain open spaces and landscaped areas, the running of areas such as the sports pitches, all could be devolved to a CDT. This should ensure greater control by local residents and occupiers over how such facilities should operate and develop in the future. It would give greater feelings of ownership and control to those people.

Other CDT's have run successfully in many differing locations for some time. The Council intends to draw upon the best practice from them, and will consult the Development Trusts Association to do so. One of the key components in the setting up a successful Trust for a development like that anticipated on West Park appears to be the appointment at an early stage of a Trust Manager and a Board of Trustees, together with a realistic budget with which they may operate.

A Specification will be included in the draft S106 Agreement to cover the necessary finances to set up such a Community Development Trust and the paid appointment of a Trust Manager supported by a Board of Trustees.

10 MASTER PLAN

The Council's Master plan drawing follows at this point in the Brief

11 DRAFT SECTION 106 AGREEMENT

- *Affordable housing to be provided at 40% of total numbers*
- *No buildings within the development site to be demolished other than those included under Section 5: Building Retention*
- *A Green Travel Plan to be drawn up , and agreed between the County & Borough Councils. The Plan must cover such issues as travel by delegates & guests to the Hotel & Conference Centre, how the strict 1.5 parking regime is to be enforced, the provision of a car pool or car club, and the need for a GTP coordinator to be appointed before any new residents move onto the site or guests into the Hotel*
- *The water tower to be conveyed to a Community Development Trust to be run as a business centre & community facility, with appropriate funding to be agreed*
- *A Community Development Trust to be established with necessary funding, to include the employment of a Trust Manager for a minimum of 5 years with a Board of Trustees in support.*
- *Equipped and other play areas to be provided as described generally above, with sufficient commuted sums for future maintenance to be agreed*
- *A package of measures for enhancement of areas of open space [to include a multi use path link, and fenced horse gallop from Epsom Common - through the open area to the north west of the site - to Horton Country Park; and some hard surfaced tracks on the Common and in the Country Park]*

12 DETAILED SPECIFICATIONS

AFFORDABLE HOUSING

The Council requires through its adopted Planning Guidance Note [March 2002] that 40% of the **325 units** of proposed housing on this site be provided as affordable housing. The Council's Head of Housing & Venues has agreed the following as the most appropriate mix:

10% "sub market" rented for Key Workers

[likely to be 1 & 2 bedroom units]

20% rented

of which 35% should be 1 bed ; 40% should be 2 bed ; 20% as 3 bed;
5% as 4 or 5 bed units.

10% shared ownership

of which 60% should be 1 bed.; 25% should be 2 bed.; 15% as 3 bed
units.

The requirement for 40% affordable housing will be included in the draft S106 Agreement

SUSTAINABILITY SPECIFICATION

Built Development

- 5% of total residential units to be designated as 'live/work units', (for **325** total this would represent about 16 houses or flats)
- some arrangements to be worked out for joint use of Hotel/Conference Centre facilities such as a meeting room or rooms to be jointly used (perhaps off peak) by WP residents
- small % of dwellings to be provided on a self build basis

Built Environment

- the majority of bulk building materials to be sourced locally, within a 50 mile maximum radius
- target for recycled / reclaimed materials to be 10%
- all construction materials to be minimal embodied energy and CO2
- 75% of all new timber for both basic building and finishing elements to be certified by the FSC
- Green Guide to housing A rating for materials in roofs, external walls, internal walls & fencing
- in accordance with BRE and AECB guidance, 'unhealthy' materials should be avoided
- materials to be carefully selected for maximum durability and ability to be re cycled
- energy audit to be done as part of the Condition Survey of existing buildings to be retained and converted

New Build

- CO2 emissions for new homes to be reduced by 30% compared to a typical UK home built to current Building Regulations
- habitable rooms to have adequate daylight incorporated within design at drawing board stage
- passive ventilation systems to be used in new/old wherever possible
- above Building Regulation Standards for sound proofing of walls
- residential development to meet the Ecohomes 'excellent' standard
- commercial development such as the hotel & conference centre to be assessed against the BREEAM targets
- set target of 30% of heat and power supply to be supplied by renewable sources (investigate a CHP)
- 6% improvement on Building Regulations [2002] standards of insulation
- Natural methods of clothes drying to be encouraged by either providing line & posts in gardens, or in flats, natural drying space within bathrooms
- Dual flush toilets [6/4 litre], aerated taps, & best practice white goods
- All white goods provided by developer or RSL's to have an "A" energy rating
- All external or feature lighting to specifically accommodate CFL luminaires or strip lights
- Security/safety lighting to have CFL or fluorescent strips only; all intruder lighting to have maximum wattage of 150 watts, & be fitted with appropriate controls
- residents to be formally introduced to the benefits of energy conservation on arrival. Ongoing support to be provided for following a 'green lifestyle'.

Travel

- Green Travel Plan[GTP] to form part of S106 Agreement – GTP to cover travel to and from hotel and conference centre
- GTP to cover travel undertaken by WP residents
- GTP to have a car sharing club included, possibly with subsidy from S106 Agreement
- parking provision to be maximum 1.5 per dwelling overall. The developer will be required to agree arrangements with the Borough & County Councils for monitoring the effective operation and policing of the 1.5 space regime.
- S106 to include public transport (bus) subsidies
- cycle parking/storage to be included with reference to the criteria set under the current version of EcoHomes., & to be provided to score 1 credit in the relevant section of EcoHomes.
- A 'responsive' minibus service [sometimes called "Dial A Ride"] should be investigated between the County , Borough Councils and

local public transport operators to be provided outside normal hours of operation of the conventional bus service, all to be included through the draft S106 Agreement

- Adequate space for the proper and secure storage of cycles to be provided for both workers on the site and visitors to all the mixed uses on it.
- ‘Home zones’ to be designed into layout at earliest possible stage
- A ”pool” car system or car club be provided to encourage residents not to own or use their own cars whenever possible. Mechanism for this provision to be part of the S106 Agreement and delivered as part of the GTP.

Converted Buildings

- subject to a building by building review, ‘U’ values in converted buildings to be as low as possible.

Water Consumption

- each dwelling to have rainwater butts as appropriate to enable rainwater to be ‘invested’ for use in gardens, car washing etc;
- provision to be considered on site for treatment of black water;
- all hard landscaped areas and off street parking areas to be finished in porous paving;
- new resident induction to include advice about water conservation.

Waste Minimisation

- CIRIA guidelines to be followed to encourage minimisation of waste;
- 5% of total construction materials is the maximum allowable target for waste;
- space and provision for a range of materials to be recycled. In individual houses, segregated bins should be incorporated within the design of the kitchen at the outset [suggest twin bins inside the dwelling with provision for the storage of a 55 litre green box, plus space for a bag which will be used for glass, cans etc. outside the dwelling].
- Communal composting facilities to be designed into the master layout and provided at outset of development;
- new resident induction to include advice about waste reduction and recycling.

Natural Environment

- a number of natural ponds to be provided within/around the development;
- mature woodland belts to site boundaries, and open grassland to western side of site to be maintained;
- strategies for:
 - i) reducing pollution during construction
 - ii) Reducing light and noise pollution once development is occupied
- a Bio-diversity Action Plan to be produced and submitted by the developer as part of the S106 agreement;

- new residents induction to include nature conservation;
- native trees and fruit trees as part of landscaping. (Suggest 1 fruit tree in each back garden as part of landscaping proposals by developer).

Green Lifestyles

- new residents to have opportunities to have advice and coordination on the following – organic food, green travel, water and energy conservation, waste recycling and composting, car club, community facilities.
A Community Development Trust, and a Manager to run it, to be set up.