



Littlehampton GP Surgery

Wick Site, Littlehampton

Design & Access Statement

rev A – 09 04 2014 – general update.
rev B – 24 04 2014 – PLANNING.

for

NHS Coastal West Sussex Clinical
Commissioning Group

Littlehampton GP Surgery
Wick Site, Littlehampton:

design and access statement

rev B

job no.
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1.0 Introduction

Statement of need

See Social and Economic Benefits Statement for details of; the existing inadequate buildings which Arun Medical Group (AMG) occupy, the reasons the CCG wish to provide new primarycare facilities in North Littlehampton and the reasons why the proposed site is the only suitable facility available.

The SEB Statement also identifies the impact on existing patients (including those in East Preston), how this can be mitigated and the provision for new residents of this part of Littlehampton.

2.0 Site appraisal and context

2.1 Wick Site

As referred to in the accompanying Planning Statement, the site that has been identified for the proposed doctors' surgery is part of the Morrisons Supermarket site in the Wick area of north-west Littlehampton.

The Wick site is the former Body Shop offices, which has since been acquired by Morrisons. The site lies at the junction of Courtwick Lane to the north and Lyminster Road to the east. Morrisons have demolished the majority of the buildings and constructed a large supermarket, with associated petrol station and car parking areas on the southern two-thirds of the site. The northern third of the site is the remaining building and is at present empty. It has been converted, by Morrisons, to be used as an Enterprise Hub with associated parking, but to date has not been successfully let.

As mentioned, this building is currently vacant and this application proposes a change of use to the eastern wing of the building to form a doctors' surgery.

2.2 Arun Medical Group

The Arun Medical Group (AMG) currently operates from a main surgery in East Street in central Littlehampton, approximately one mile south of the site. AMG also operates a branch surgery (mornings only) in East Preston, approximately three miles to the east.

AMG proposes to combine all of its services to one location with a new facility, which will be converted to provide 'purpose-built' accommodation to the latest primary healthcare guidance.

AMG will be able to serve the population of north Littlehampton, which has a significant under-provision of GPs compared to other areas of the town and East Preston. The new communities to be built to the north will also benefit from the relocation.

2.3 Surgery site

The existing Enterprise Hub building is located to the northern side of the Morrisons' supermarket. The section which has been identified as suitable for a new doctors' surgery is the eastern wing of this building.

The bulk of the Enterprise Hub therefore sits to the west of the proposed surgery. To the south is Morrisons' car park and as such this area is not available for either access into the building or parking for the Surgery.

To the east is an area of planting and then the Lyminster Road, the other side of which is a largely residential area.

To the north is the existing car park, which is surrounded by a mixture of low level planting, some larger trees and an unattractive chain-link fence. Courtwick Lane runs east-west past the site leading to an industrial area to the west. To the north of Courtwick Lane is a residential area.

Also see accompanying Tree Report.

Site photos can be found at **Appendix A**.

2.4 Existing building

Photographs of the Enterprise Hub building can be found at **Appendix A**.

The entire building is two-storeys high and has a pitched roof with hips to most areas.

The building appears to have been constructed in at least three separate stages. The western-most section is a very deep-planned square building, which has a central courtyard. This also has the main entrance to the Hub on its west elevation.

Elevationally this building is largely yellow brick, with brown feature brickwork banding. It has office-style windows with a continuous strip at first floor, but with separate arched windows at ground floor.

The central section appears to act as a link piece and seems to be a 'support' area to the other parts. It has a shallower plan and slightly lower roof at the same pitch. It also has the first floor strip glazing, but the majority of the remaining elevation is brown tile hanging with occasional, apparently haphazard, punched windows.

Internally the ground floor of the central section is sloping/ stepped and takes up the discrepancy between the floor levels of the two end sections of the building.

The final section is the eastern wing and the primary focus of this application. Its floor area, over two storeys, is approximately 1,000sqm, making it ideal for conversion to a surgery. It is a two-storey linear block with similar features to the other sections – ie first floor strip windows, yellow brickwork with feature brown brick banding and separate windows at ground floor. These are simple, almost square, openings with a soldier course of brown bricks below, but a continuous strip soldier course of brown bricks above.

A strong feature of the elevations is the rhythm of the ground floor windows.

Recent works to convert the building from redundant offices to a possible Enterprise Hub have included new external steps/ ramps, alterations to the door locations and a new canopy to the north elevation.

3.0 Accommodation requirements

3.1 Brief

AMG's current patient list size numbers approximately 6,810 patients. It is anticipated that this number will grow to approximately 11,750 should the surgery move to the proposed facility. However, the increase would be gradual as the large housing developments to the north of Littlehampton are constructed and populated and patients joined AMG.

The HBN11 – "Facilities for Primary and Community Care Services" has been used to calculate the accommodation requirements for a new surgery with a list size of 11,750. The calculation gives a requirement for 6 GP Consulting Rooms and 3 Nurse/ Treatment Rooms

An accommodation schedule was prepared at the outset, based on the above calculation.

3.2 Accommodation

The schedule for the Surgery is included at **Appendix B**, but in summary:

- GP Consulting Rooms to be located at ground floor and to be similar in layout and proportion.
- Nurse Consulting/ Treatment Suite to be located at ground floor.
- Reception/ Waiting to be welcoming and open.
- Link possible between GP Consulting and Staff Areas without going through Reception/ Waiting.
- Staff areas at first floor, including large meeting room.
- Externally: Bin Store, including space for clinical waste.
- Externally: to maximise car parking areas as much as possible.

3.3 Bookable Rooms

A Bookable Rooms area is required alongside the Surgery. This area will be used by visiting practitioners providing a service for the local community. It is to be a self-contained area with its own sub-wait, reception and WC, although it is to be accessed (and controlled) by the GP's main reception staff.

4.0 Design proposals

4.1 Proposed site layout

The Surgery entrance has been located to the north-east corner of the building. This is to allow it to be distinctly identifiable against the remainder of the Hub building and also visible from the adjacent Lyminster Road. A lift/stair tower in this location will act as a marker and enable the surgery to be easily found.

Due to the floor levels of the existing building and the external ground levels a ramped and stepped entrance is required. This wraps around the new tower and also along the front of the building to allow pedestrian access from both the car park and the new footpaths to the east.

The ramps are constructed in similar form to those already existing on the site; with low yellow brick walls and feature brown brick-on-edge capping. PPC aluminium handrails will be provided as required to comply with the building regulations.

Two new footpaths are proposed to link directly to Lyminster Road. The first takes the shortest practical route for those patients walking north to the nearest bus stops. The second runs south past the building to connect with the existing pedestrian access to Morrisons. This has two benefits; firstly as the pedestrian crossing island is directly opposite this access and secondly for patients wishing to combine a trip to the surgery and the supermarket.

A cycle storage area is provided with 5no. hoops, for 10no. cycles, near to the entrance. This will encourage the use of bikes where possible by either staff or patients.

The Bin Store is located to the north east corner of car park. This will be a secure timber fenced structure. Its position allows for easy access to wheel the bins to the edge of the site when required for collection.

The existing chain link fence will be removed and a more appropriate low level post and wire fence will be installed along with tidying up of the existing boundary planting.

4.2 Vehicular entrance & car park

A new vehicular entrance to the car park is proposed from Courtwick Lane. This entrance avoids the more mature trees (see Tree Report) and is also sufficiently away from the Lyminster Road/ Courtwick Lane junction to enable safe entrance and exit.

The proposed entrance is a bell mouth configuration and has a simple barrier to prevent misuse of the car park out of Surgery hours. Further information about the vehicular entry can be found in the Transport Statement.

The car park operates a one-way circular system, so minimal turning is required. No vehicles will need to leave the site in reverse.

Accessible (disabled) spaces are provided in close proximity to the building entrance and the ramped access. An ambulance can park adjacent to the entrance if required.

39 spaces are provided in total (including those for the disabled). Once again, further information regarding the car parking provision can be found in the Transport Statement.

4.3 Building plans

The existing building's proportions and footprint has influenced the layout of the proposed surgery. The logical positioning of the entrance to the north-east corner leads on from this. Due to their impracticality; the existing entrance to the south and the large open stairwell have been removed. There is no lift in this section of the building.

The Lobby accesses directly into the Waiting Area with both automated Patient Check-In and a Main Reception. The Waiting Area is a large open space with Children's Play Area and Patient WCs/ Baby Changing available.

The remainder of the ground floor is GP and Nurse Consulting and Treatment Rooms. These are arranged either side of a generous corridor, with storage and support spaces to one side.

The ground floor accommodates the vast majority of the public areas of the surgery. This makes access easy for the patients and enables a simple split between the staff and public areas.

The only public room at first floor in the Surgery is the Health Education Room, which is a multi-purpose room and will be used for various services the practice will provide. It is accessed via the new lift/ stair core to the north-east corner directly from the ground floor Waiting Room.

The first floor is for GP staff and support areas including; Office space, a Staff Room and Meeting Room. Other support areas such as the Archive, Staff WCs, Plant Room and IT Room are provided on the north elevation.

A Staff Shower is provided for those that may wish to cycle/ run to work.

The existing stair is utilised as a 'Staff Stair' and provides a direct link from the Consulting Rooms to the private staff areas without going through reception. This stair also acts as a fire escape from the first floor.

The eastern end of the first floor is directly accessible via the proposed stair and lift. The stairs will be fully Doc M compliant and the lift will be a full passenger lift. A sub-waiting area and small reception is provided for the Bookable Rooms suite.

The Bookable Rooms are for use by various non-resident practitioners offering services such as physiotherapy to referred patients. Two larger Bookable Rooms (20sq.m) and three consulting-size Bookable Rooms (16sq.m) along with an Office and Accessible WC are also grouped in this area.

4.4 Appearance

As described earlier, the existing Enterprise Hub building is two-tone brickwork of strong yellow and brown colouring. The roofs are all hipped and pitched at approximately 30 degrees.

The building's fenestration has a strong rhythm with the windows at ground floor being very consistent in size and shape, with few exceptions, and those at first floor being one continuous ribbon just below the eaves.

Due to the cellular nature of a GP Surgery (ie lots of comparatively small rooms) and the possible clash with the existing fenestration, the existing windows have been adjusted and added to as required.

Where new windows are to be added, the proportion, size and detailing will match those existing. Occasional windows do not suit the existing layout, but will be retained where important to the elevation and have film applied internally.

Any windows that are to be removed will be infilled using brickwork and mortar to match existing.

The extension is identified as the new main entrance to the public building and is therefore treated differently. The form of the structure is lead by the plan arrangement, but a simple mono-pitch is used to maximise available head height. This both accommodates the lift overrun and creates a corner feature to identify the Surgery's entrance.

The new mono-pitch roof is to match the existing roof pitches (30deg), but avoid any awkward valley gutters and abutments by extending up past the existing eaves. The Lobby has a shallower pitched roof, with rooflights to help light the north-facing area, and automatic glazed doors.

The external finish of the extension is to be white rendered, with vertical PPC aluminium glazing to accentuate the height of the structure. Some of the glazing panels will be blacked-out where appropriate due to structure behind, but visually the fenestration will read as vertical strips.

The northern and eastern elevations of the lift tower will have 'fret cut' signage identifying the surgery as a public building and allow patients to find the new entrance with ease.

5.0 Proposed access solutions

The scheme is designed in accordance with Document M of the Building Regulations where possible within the constraints of the existing site and buildings.

This is a statement of the accessibility intentions as far as is practicable at this stage of the design process. This statement is to be developed during the life of the building, as changes are required and accommodated.

In particular, the following measures have been incorporated:

site access :

It is anticipated patients and staff will either arrive by car and utilise the new car park – entrance view Courtwick Road. Or on foot/ cycle and access via the proposed footpaths from Lyminster Road or the Morrisons' car park.

parking :

The Surgery car park will have a hard, tarmac surface with 2no. spaces designated as accessible and sized/ located accordingly. An ambulance space will be available near the entrance.

Cycle parking will be provided for 10no. cycles.

building approach:

The paths to the Surgery will be generally be level (max 1:21) and with a smooth surface.

The floor level of the existing building is some way above the external ground level, so a new ramp will be provided to the main entrance and the fire escape door. There will also be steps as an alternative. Landings and handrails will be provided as required.

Dropped kerbs will be provided to allow access from the car park.

external entrance doors:

Outer front entrance doors will have automatic operation and provide 1m clear opening width.

horizontal circulation:

All new internal circulation spaces provide sufficient width for wheelchair users to negotiate/ pass.

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vertical circulation:

The main stairs will be designed to ambulant standards, and a full passenger lift will be provided for wheelchair users to access first floor accommodation. The staff stair is existing, which will remain for staff use and fire escape only.

internal doors:

All new internal doors will provide a clear minimum width of 800mm and, except where privacy requires otherwise, will have suitable vision panels to provide visibility for seated and standing users.

Closing devices will be kept to a minimum but will be required due to fire precautions in a number of cases. These closers will comply with the maximum opening force set out in the revised BS8300 document.

Internal ironmongery will be stainless steel, which will provide sufficient (>20 LRV index) contrast with the finish on the door leafs.

wc provision:

At least one accessible wc will be provided on each floor for patients and staff use.

colour scheme:

The interior colour scheme for the building has yet to be finalised, however, statutory requirements and best practice for colour contrast between the various surfaces to assist the visually impaired will be adhered to.

induction loop:

A fixed loop will be provided to the reception counter in the Surgery, and a portable induction loop or IR-based system is being considered for consulting rooms.

APPENDIX A

Site Photographs

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Appendix A – Figure 1: view from North showing existing car park.



Appendix A – Figure 2: view from North showing section of elevation where new extension is proposed to be located.

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Appendix A – Figure 3: view of existing canopy and stairs. To be removed with new ramp for fire escape constructed.



Appendix A – Figure 4: existing canopy and stairs – as Figure 3.

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Appendix A – Figure 5: view from South.



Appendix A – Figure 6: view from South of glazed door to be removed.



Appendix A – Figure 7: view from South-east. Access ramp to be removed.



Appendix A – Figure 8: view from East. New extension to far corner.

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Appendix A – Figure 9: view from South-east. Ramp to be removed.



Appendix A – Figure 10: view from Morrisons' car park of pedestrian entrance.

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Appendix A – Figure 11: view of existing pedestrian access to Morrisons.



Appendix A – Figure 12: view of proposed vehicular access to site.

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Appendix B: surgery accommodation schedule

ground floor	area sq.m	qty	total sq.m	first floor	area sq.m	qty	total sq.m
Lobby/ Pram Store	12.0	1	12.0	Health Education Room	30.2	1	30.2
Waiting inc children's area	65.8	1	65.8	meeting room	32.3	1	32.3
Patient WCs	5.2	2	5.2	medical records	18.0	1	18.0
Patient Accessible WC	3.3	1	3.3	Admin/ Secretaries	46.7	1	46.7
Baby Change	3.7	1	3.7	staff room inc kitchen	26.4	1	26.4
GP Consulting	16.0	6	96.4	Plant Room	12.1	1	12.1
Nurse Consult/ Treatment	16.0	3	48.3	IT/ Comms Room	12.1	1	12.1
interview room	6.7	1	6.7	practice manager	11.0	1	11.0
reception	8.7	1	8.7	deputy practice manager	11.0	1	11.0
admin office	24.9		24.9	Staff WCs & lockers	19.2	2	19.2
Patient Consult/ Admin	12.0	1	12.0	Staff Shower	4.5	1	4.5
Clinical Room	12.0	2	24.0	Staff Accessible WC	3.3	1	3.3
Clinical Utility	6.1	1	6.1	Admin Store	3.8	1	3.8
Dirty Utility	8.5	1	8.5	cleaner's store	3.8	1	3.8
Specimen Acc WC	3.3	1	3.3				
GP Store	2.6	1	2.6	Bookable Rooms:			
Stores x2		2	9.5	Sub-waiting	8.8	1	8.8
incoming services/meters	0.0	1	0.0	Office	15.1	1	15.1
cleaner's store	2.2	1	2.2	Accessible WC	3.3	1	3.3
				Store	2.2	1	2.2
				Consulting Rooms (bookable)		5	90.1
subtotal			343.2	subtotal			353.9
circulation & int walls	33%		166.8	circulation & int walls	28%		136.3
ground floor total			510.0	first floor total			490.2
total GIA			1,000.2sq.m				

Appendix C: schedule of proposed materials

Existing Building (where works required):

Roof:

- as existing – no works

Brickwork to existing building (where affected by works):

- Yellow brick, product: to match existing

Feature brickwork to existing building (where affected by works):

- Brown brick, product: to match existing

Windows/ external doors (where replaced/ new)

- PPC aluminium, colour: to match existing

RWPs/ gutters (where replaced/ new):

- PPC aluminium, colour: black – to match existing

Proposed Extension (lift/ stair tower & entrance lobby):

Roof:

- Single-ply system with standing seam ribs, colour: dark grey

Walls:

- Render, colour: white

Windows/ external doors:

- PPC aluminium, colour: dark grey

RWPs/ gutters:

- PPC aluminium, colour: black – to match existing

External works (walls to ramps etc):

- Yellow brick – to match existing
- Brown 'feature' brick-on-edge – to match existing
- PPC aluminium hand railing, colour: dark grey

Signage:

- PPC cut out individual letters – details to be confirmed.

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