

GUIDANCE NOTES FOR VISITORS

All visitors to County Hall, including visitors to the Committee Suite and the Coaver Club conference and meeting rooms are requested to report to the Main Reception on arrival.

Please note that visitor car parking on campus is very limited, and space can not be guaranteed. Where possible, we would encourage all visitors to travel to County Hall by other means.

Walking and Cycle Facilities

County Hall is a pleasant twenty minute walk from Exeter City Centre. Exeter is also one of six National Cycle demonstration towns and has an excellent network of dedicated cycle routes – a map can be found at: <http://www.devon.gov.uk/excguide.pdf>. Cycle stands are available outside County Hall Main Reception and the Lucombe House building.

Access to County Hall and Public Transport Links

Bus Services K, T and S operate from the High Street to County Hall (Topsham Road). To return to the High Street use Services K, T and R. Local Services to and from Dawlish, Teignmouth, Newton Abbot, Exmouth, Plymouth and Torbay all stop in Barrack Road, approximately 5 minutes walk from County Hall. Park and Ride Services also operate from Sowton and Marsh Barton Industrial Estates with bus services direct to the High Street.

The nearest mainline railway stations are Exeter Central (5 minutes from the High Street) and St David's and St Thomas's both of which have regular bus services to the High Street. Bus Service H (which runs from St David's Station to the High Street) continues and stops in Wonford Road (at the top of Matford Lane shown on the map) a 2/3 minute walk from County Hall, en route to the RD&E Hospital (itself only approximately 10 minutes walk from County Hall, through the Gras Lawn estate on Barrack Road).

Car Sharing

Carsharing allows people to benefit from the convenience of the car, whilst alleviating the associated problems of congestion and pollution. For more information please look at the Council's website: <http://www.carsharedevon.com>

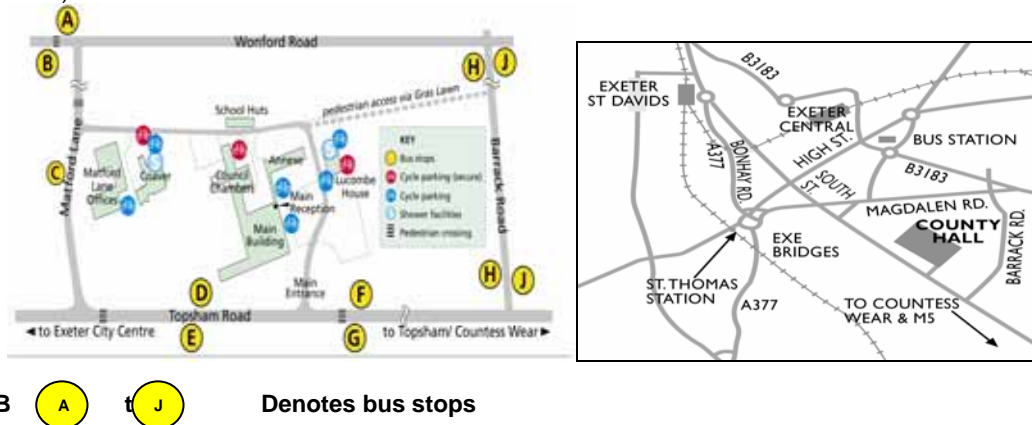
Car Parking and Security

There is a pay and display car park for visitors, entered via Topsham Road. This car park is for the exclusive use of visitors only. The following charges will be in force from **Monday 23 November 2009**:

Up to 30 minutes – free; 1 hour - 80p; 2 hours - £1.50; 4 hours - £3; 8 hours - £5;

Please note: County Hall reception staff are not able to provide change for the parking meters.

Parking cannot be guaranteed and visitors should allow themselves enough time to find alternative parking if necessary. Public car parking can be found at the Cathedral Quay or Magdalen Road Car Parks (approx. 20 minutes walk).



Fire/Emergency Instructions

In the event of a fire or other emergency please note the following instructions. If you discover a fire, immediately inform the nearest member of staff and/or operate the nearest fire alarm. On hearing a fire alarm leave the building by the nearest available exit. The County Hall Stewardesses will help direct you. Do not stop to collect personal belongings. Do not use the lifts. Assemble either on the cobbled car parking area adjacent to the administrative buildings or in the car park behind Bellair House, as shown on the site map above. You should remain at the assembly point until you receive further instructions. Do not re-enter the building without being told to do so.

First Aid

Contact Main Reception (extension 2504) for a trained first aider. A list of First Aiders is displayed in each Committee Room.