

Westway Place Construction Liaison Group (CLG) – Meeting 4

Venue: SDC Site Office, Elms Court, Elms Parade, Oxford OX2 9LP

Date: 20 August 6.30 pm

Attendees: Omar Guerrero, Clare Sykes, Mary Gill, Grant Nightingale, Viv Smith, Caroline Kellner, Arthur House, Cllr Lorna Berrett, Cllr Emily Smith, Cllr David Kay, Cllr Judy Roberts, Lulu Kane, Ted Beaver, Sanna Ojanperä

Project team attendees: David McFarlane, SP Broadway – Chair (DM); Seamus Keane, Mace (SK); Nick Hodgson, Mace (NH); Peter Sandercock, SDC (PS); Craig Millar, SDC (CM); Neil Sillitoe, SDC (NS); Tom Harbottle, SDC (TH)

Apologies: Alan Stone, Stephen Parkinson & Cllr Dudley Hoddinott

Item 1: Welcome and introductions

1.1 DM opened the meeting, and presented apologies from those who could not attend. Members of the project team and representatives of different organisations introduced themselves.

1.2 DM gave an overview of the previous Construction Liaison Group meeting on 16 July 2018 which provided a general update of the scheme's progress, pedestrian access to the temporary retail units, parking restrictions and the community employment plan.

1.3 DM noted that no comments were received from CLG members regarding the minutes from the previous meeting and they were uploaded to the consultation website on 30 July.

1.4 DM said the weekly construction newsletter had been circulated on 23 July and the monthly edition had been circulated and uploaded to the consultation website on 6 August.

Item 2: General update since last meeting

2.1 SK said there had been "*lots of change across the site*" since the last meeting, and gave a brief summary:

- Botley Library had remained in its permanent location.
- Branches Café was located on the 1st floor of Elms Court.
- Lloyds Pharmacy was located in the car park.
- Chancellors had relocated to a portacabin.
- Seacourt Hall & North Hinskey Parish Council were in the Grant Thornton offices.
- The temporary Tesco Express was in the process of being "fitted out" and was expected to open in the last week of August.

2.2 SK said Mace had met with the Equalities Officer from Vale of White District Council on two occasions, discussing issues relating to access, speed bumps and crossing points.

Item 3 Work in the community

3.1 PS gave an update on SDC's meetings with RAW and Tap Social and explained SDC provide OxLEP with quarterly reports.

3.2 PS said SDC were trying to engage with North Hinksey Primary School and were waiting for confirmation of meeting dates to discuss the "*reflection area*" for which SDC had offered to pay for fencing.

Item 4: Demolition and construction of Westway Place

4.1 NS said the temporary access to Westminster Way had opened earlier that day, and that the road would have sleeping policemen installed in order to reduce the speed of traffic. NS said the speed bumps were 70mm in height which would slow traffic down to 5mph. NS explained speed limits determine the height.

4.2 NS said works on Block B had started and the work to prepare the ground was ongoing. NS said a piling rig would arrive the following Tuesday and SDC would carry out vibration monitoring.

4.3 Work on Units 1-5 involved "*finishing off*" the interior and soft-stripping in advance of the demolition.

4.4 For Units 25-28, NS said there had been an unexpected delay due to the removal of asbestos, but demolition was due to commence in mid-September.

4.5 NS said there were other major works expected to take place over the next few months, and referenced the piling of Block B and Block C, the demolition of West Way Tower in mid / late September, and the arrival of the tower crane in October.

Item 5: Questions:

5.1 SK addressed specific issues that were brought forward by West Way Community Concern in advance of the meeting. In regard to the location of the dropped kerb outside the temporary Co-op, SK said it was situated at the "*best location*".

5.2 CM confirmed SDC were not responsible for Tesco's contractors.

5.3 In regard to delivery vehicles using the loading bay, CM confirmed it would only be available for Tesco.

5.4 CM said SDC would inspect the location of the existing cycle rack and assess if more are necessary.

5.5 A CLG member asked if Mace / SDC could produce an “*interim report*” covering the construction process. In response SK suggested the possibility of an “*access update*”. CM acknowledged that weekly newsletters “*go out of date quickly*” and suggested “*interim ad hoc reports*” could be produced instead. SK suggested an update could be provided by the end of the week.

5.6 CM confirmed that attenuation and drainage work had been accelerated.

5.7 NS confirmed the locks had been changed at Seacourt Hall.

5.8 TH said the notice boards would be moved by Friday.

5.9 SK confirmed DDA accessible toilets are located close to Chancellors. SK said there were public toilets available on the ground floor of the Grant Thornton building.

5.10 CM said the rear entrance to Branches Café existed as part of the café’s community visibility programme.

Next steps:

- The next CLG to be held on 17 September at 6:30pm.
- Monthly newsletter production to continue, and ad hoc reports to be circulated at key stages.