



West Way Square Community Liaison Group (CLG) – Meeting 10

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

Date: 08 July 2019, 7.00 pm

Attendees: Grant Nightingale (GN), Stephen Evans (SE), Caroline Kellner (CK), Cllr Caroline Potter (CP), Viv Smith (VS), Cllr Judy Roberts (JR), Cllr David Kay (DK), Cllr Lorna Berrett (LB), Cllr Emily Smith (ES), Tim Howse (TH), Darren Blase (DB)

Project team attendees: Jonathan Poole, Mace (JP); Ian Boast (IB) Peter Sandercock, SDC (PS) - Chair

Apologies: Neil Sillitoe SDC, Mary Gill, Tom Harbottle SDC, Stephen Parkinson

Welcome and Construction Update

Following a site tour IB opened the meeting with a presentation of progress to date and an overview forward works.

Section 278 & Utility Works on Westminster Way and then subsequently adjacent West Way behind the Lloyds cabin, comprising drainage diversion and the formation of a layby for Co-Op deliveries and will run for the remainder of 2019.

Blocks B, C & D - IB also confirmed that within the next 3 months Blocks B and D will be topped out at which point the overall mass of the development will be evident. It is also intended that the external facades are completed by the Autumn following which the scaffolding surrounding these blocks will be taken down.

Block E will be up to podium level in the next quarter which will complete concrete pours. GN queried whether there would be any topping out ceremonies and JP confirmed that whilst none were currently planned they could be arranged – especially for Block F.

Block F remains on track for handover Autumn 2019.

Community Update

Crane Naming - PS reported that tower crane 3 (the most westerly crane on site supporting Blocks D, E and F) has now been named by West Oxford Community Primary and will be known as Brian. This follows an artwork competition the winning entries for which will be displayed on the site hoardings nearest the crane. PS also advised that it was no longer going to be possible to display the crane names on the cranes themselves and these will be placed on the hoardings nearest the respective crane.

Botley Primary Sponsorship Works – PS confirmed that agreement has been reached with the school for use of the sponsorship monies to build a pathway across the school quadrangle during the summer holiday period. The school have also asked if SDC could undertake further work in the quadrangle to be paid for by the school. Feasibility and costs are currently being investigated.

Safer Cycling Promotion – PS advised that SDC were running a safer cycling promotion in conjunction with Decathlon. Those attending a talk at SDC's offices on the published dates would qualify for a £20 voucher towards the cost of a cycle service (subject to published terms). PS confirmed that a copy of the promotion poster will be circulated with these minutes.

Community Engagement Plan (CEP) – As at the time of the last meeting PS advised that the latest quarterly CEP report was in process of being finalised and as at 01 July 18% of the value of project orders placed had been awarded to local companies. The report will be submitted later in the month.

In respect of '**Engaging with Education**' PS also reported that he had made approaches to John Mason School, Faringdon Community College and Abingdon & Witney College regarding support to careers events for the Autumn Term although he had received no response to date and would follow up. Support was provided to a careers event at Matthew Arnold autumn 2018.

CP asked if Oxford Brookes had approached the project team to arrange a site visit following sharing of contact details. PS and JP confirmed they had not received an approach.

JR suggested that an approach could also be made to UTC Didcot

Any Other Business / Questions

LB made a request that the **website address** be included with the minutes so that these and newsletter can be more easily found – www.westwayconsultation.co.uk .

JR enquired what measures were in place and proposed regarding **traffic management** to control unauthorised use of the Tesco delivery access off West Way and later in the development to prevent traffic driving through the site during daytime hours. JP confirmed that there will be a robust camera strategy in place on completion to monitor although currently there are no cameras in place. DK stated that he had not witnessed any recent unauthorised use of the Tesco delivery access.

CK raised a query as to what **CCTV** cameras had been placed given the related warning signage attached to site railings. This remains a mystery as no one knew why it was there. SDC confirmed that their time lapse camera coverage was of the site only and did not include any public accessible areas.

Vehicle parking – LB voiced the concerns of residents about parking on local streets. PS and IB outlined the arrangements SDC have in place to manage. Operatives are advised on induction that there is to be no parking in the surrounding area and their failure to observe will result in their dismissal on a two strikes and out basis. PS confirmed that SDC need the support of the local community to help identify offending vehicles – reports to be submitted to PS peter.sandercock@sdc.co.uk and also site via site administrator Su Hartley e-mail su.hartley@sdc.co.uk for action.

ES raised the matter of poor parking discipline and signage for the car park area off Arthray Road. PS reported that new signage in place of that earlier removed had been received and is due to be erected on 9th July. With this in place enforcement action can then recommence and those parking improperly will receive a parking fine. It is therefore anticipated that the problems that have been experienced should cease.

CK expressed her concern that some issues raised with SDC in the course of the Howse/MACE/SDC liaison meetings and particularly concerning the temporary parking arrangements were not happening. PS agreed to attend the next meeting planned for 17th July.

West Way temporary crossing lights – CP raised her concern at what appears to be increasingly regular failure of the temporary crossing lights on West Way which in the absence of SDC banksmen has resulted in representatives of the school having to manage the crossing at school arrival and departure times. IB confirmed SDC would ensure these lights were being properly maintained. It was confirmed final commissioning of the permanent installation was due next week, 15th July.

Photographic Records – DK confirmed that another drone fly-by had taken place last week and footage would be shared via PS. SE asked if SDC's time lapse footage could be made available on project completion as a local record. PS and IB could see no reason why this could not be arranged

Lorry Movements – ES asked whether SDC could limit lorry movements in association with the project at school drop off and pick up times as these have been causing local congestion at what is already a busy time of day. IB confirmed that SDC are operating an electronic delivery booking system for this very purpose. He also explained that site logistics were better than they had recently been following commencement of works to Block E with a greater capacity to receive and move lorries onto site which should reduce local congestion. SDC will however review to ensure deliveries avoid busy times where possible.

MACE Project Contacts – JP advised the meeting that he was moving on and his successor would be David Banks who will take up his role with effect from 7th August. In the interim the MACE contact would be Huw Griffiths huw.griffiths@macedevelopments.com

Site Fire Drill – IB explained that a fire drill had been conducted on Friday in the event anyone was concerned there had been a site incident. He confirmed that the muster point was the Church Way car park and adjoining walkway. Further fire drills will be taking place on a 2 to 3 month cycle.

Site banner – JR queried if the banner facing the A34 had received planning consent. JP and DK confirmed that it had been approved.

Date for Next meeting

It was agreed that the next meeting of the CLG would take place 6.30pm Monday 14th October 2019