



## **West Way Square Community Liaison Group (CLG) – Meeting 11**

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

**Date:** 14 October 2019, 6.30 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), Tim Howse (TH), Mary Gill (MG)

**Project team attendees:** Huw Griffiths, MACE (HG); David Banks, MACE (DB); Craig Millar, SDC (CM); Tom Harbottle SDC (TH); Peter Sandercock, SDC (PS) - Chair

**Apologies:** Cllr Emily Smith, Darren Blase

### **Welcome and Construction Update**

TH opened the meeting with an update on progress to date and an overview forward works.

**Block F** is moving toward completion and remains on track for handover Autumn 2019 with dates to be finalised. DB confirmed that there was a meeting planned for 22<sup>nd</sup> October with key representatives from each occupying organisation to lock down the programme for their respective moves.

DK queried brackets to the SE corner of the building which are to receive the Botley Baptist Church Cross.

**Block E** is now up to podium level which completes the concrete pours.

**Blocks B, C & D** – TH shared a photograph of a show flat in B2 the student accommodation which has now been completed. CM explained that from November onward the scaffolding will be progressively removed as the external facades are completed with full reveal anticipated January 2020, dependant on progress with the rendering. Focus will then move toward completion of the public realm and external works.

Tower crane Brian (TC3) will be dismantled during December.

**Section 278 Works** will continue through to Christmas and TH explained that there will be a pedestrian route diversion alongside Westminster Way further detail of which will be shared.

**Road Closure for Repair of Tower Crane Betsy (TC1)** – TH shared detail of the road closure planned for Tuesday 15<sup>th</sup> October in order to effect replacement of the gearbox to the tower crane. Traffic marshalls will be in place on the day to assist shoppers and manage deliveries.

**Student Accommodation Marketing Suite** – MG queried the plans for the suite. DB confirmed this would be in place from November onward until building completions, to facilitate

direct marketing to those permitted (by planning) to occupy – principally students and lecturers. The marketing campaign will be aimed at all university students.

**Westminster Way Bus Stop (adjacent A34 embankment)** – JR shared her concerns about progress with the reinstatement of the damaged bus shelter. Whilst the rebuilding was a council matter TH agreed to assist through his contacts in association with Section 106 works elsewhere on the scheme and a supporting statement confirming that site vehicle movements are fully supported by a banksman.

**Operation and Management of the completed development** – MG sought clarification on a number of matters concerning the completed development. HG confirmed that Savills have been appointed as Estate Managers on behalf of MACE for the completed development and contact numbers (including out-of-hours) will be made available. Savills brief includes site security and parking management.

Managers for the student accommodation have yet to be appointed.

MG queried the operation of timed delivery slots and HG clarified that any fines applied would be recovered via service charges and would go toward supporting the cost of managing the site.

Removal and reinstatement of the removable bollards, should they need to be taken out for emergency vehicle access would be the joint responsibility of the emergency services and Savills.

HG also confirmed that no dates have been agreed for Phase 2 of the development, the construction of Block A.

MG shared concerns regarding the service and delivery plan and particularly access for emergency vehicles to support Block C. HG explained that there would be vehicle access via the public realm to the front of the building and this was all covered by the fire strategy plan details for which are being developed by Origin and will be posted in due course.

MG also asked whether there was any further information on potential tenants and HG confirmed there had been expressions of interest although discussions were ongoing. MACE are keen to ensure a mix of shops restaurants and cafes. Occupiers for Block E are expected to be local businesses and marketing will not commence until the building is substantially complete so that tenants can see what they would get. Lettable space in Block F remains available and use as serviced office accommodation has been considered.

## **Car Parking**

CM explained that SDC were aware that some private vehicles associated with the project were being parked on local streets and that SDC were using their best endeavours to manage. CM shared slides to put into context with details of the measures adopted to manage operative parking and the associated costs to SDC. CM invited any further suggestions to improve.

MG asked whether peak operative numbers had been reached and how much longer this would remain the case. CM confirmed SDC were at peak numbers and this would be the case for a further 20 weeks. External works were scheduled for completion circa July 2020 with tenant fitouts following on.

VS had noted the (red) signage placed on Arthray Road to deter operative parking and requested that this be extended to St Paul's Crescent.

**Car Park Off Arthray Road** - CP raised her concerns about the lack of lighting and uneven surface now that hoardings have been removed from the pedestrian walkway route through the car park area. CM confirmed SDC will address and make lighting provision.

JR also queried parking allocation for this area between shoppers and those working on Elms Parade. It was confirmed that the latter had parking permits and SDC would consider the reinstatement of the barrier that had previously been in place defining the permit parking area as separate from that for general public use. An appropriate communication will be issued to clarify provision.

### **Community Update**

**Crane Naming** - PS confirmed that the crane naming signs were now in place on the site hoardings and a photo shoot had taken place in respect of that for TC3, Brian with the artists present.

**Botley Primary Sponsorship Works** – PS confirmed that the new pathway across the quadrangle is due to be built during October school half term. The school have asked for additional paving to be provided (at their expense) although these works once agreed would have to be run separately, at a later date on account of extended project duration.

**Safer Cycling Promotion** – PS advised that SDC this promotion ran through July and August although take-up had been low.

**Community Engagement Plan (CEP)** – The current Q3 report is being finalised. Key stats include - 12% of the value of project orders placed had been awarded to local companies; 21% of the hours worked in the last quarter were by operatives with an OX home post code and 9% was by young people (18 to 25 years of age). The report will be submitted later in the month.

In respect of '**Engaging with Education**' PS also reported that he had followed up approaches to John Mason School, Faringdon Community College and Abingdon & Witney College regarding support to careers events for the Autumn Term although only Faringdon had taken up the offer with an event planned for 20<sup>th</sup> November.

PS also explained that contact had been made with the Architectural course tutor at Oxford Brookes following which a series of site visits have been arranged for students to visit site the first of which took place on 4<sup>th</sup> October..

### **Any Other Business / Questions**

**Public Art** – DK queried current position as he understood the sum of £42k had been made to Vale of White Horse Council, (which HG confirmed) although no contact had been made

with North Hinksey Parish Council. JR advised this would site with Abbey Brown the public arts officer for Vale. JR and DK to follow up.

**Block F division of external area between NHPC Hall and Botley Baptist Church** – CP raised a concern about the apparent boundary and whether or not this was correct. Matter to be clarified by MACE on review of drawings.

**Christmas Tree** – JR asked if a Christmas Tree would be provided again this year. It was agreed SDC would provide with potential to use in association with advertising of Block F.

#### **Date for Next meeting**

It was agreed that the next meeting of the CLG would take place 6.30pm Monday 16<sup>th</sup> December 2019