



West Way Square Community Liaison Group (CLG) – Meeting 12

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

Date: 16 December 2019, 6.30 pm

Attendees: Grant Nightingale (GN), Stephen Evans (SE), Caroline Kellner (CK), Cllr Caroline Potter (CP), Cllr David Kay (DK), Tim Howse (TH), Mary Gill (MG), Stephen Parkinson (SP), Lorna Berrett (LB), Colin Ryde (CR)

Project team attendees: David Banks, MACE (DB); Tom Harbottle SDC (TH); Marie Newman CRM (MN); Neelam Saihjpal CRM (NS); Peter Sandercock, SDC (PS) - Chair

Apologies: Cllr Emily Smith, Darren Blasé, Viv Smith, Cllr Judy Roberts,

Welcome

PS opened the meeting and welcomed new attendees Marie and Neelham from CRM who have been appointed to manage the student accommodation and Colin from NHPC

Minutes of Last Meeting No 11 on 14th October 2019

These were agreed as a true representation of the discussions that took place

Construction Update

TH provided an update on progress to date and an overview forward works as follows:-.

Block B Premier Inn scaffolding is due to come down mid to late January

Blocks B2, C & D final rooms are well advanced with scaffolding starting to come down as rendering works are completed with scaffolding to Block D to come down after Christmas. Scaffolding to the end elevation of Block D (facing Block F) is due removed prior to handover of Block F.

Scaffold removal from Block C has been hampered by recent weather conditions slowing completion of the rendering which is taking place lift by lift as the scaffold is removed.

Block E structure will be complete to 2nd floor level before Christmas with roof structure to follow in January.

Block F is on track for handover by Christmas.

External Works are substantially complete to Block F and works to the Boulevard between Blocks B,C,D and Block E will commence following the completion of scaffold removal from Blocks B, C & D.

Section 278 Works complete to West Way and those to Westminster Way are currently dormant, having entered an embargo period and will recommence in January. Refixing the railings to the front of Elms Parade is outstanding and it is hoped these will be in place before Christmas although this may run into January.

CP queried the curb layout on Westminster Way leading to the delivery layby where it projects into the road and seen as a potential hazard. TH explained that the Section 278 works were incomplete and that the current site access remains as a temporary cross-over with curb lines to be completed at a later date – it was agreed to discuss the issue over a copy of the drawings post meeting.

Road Closures for Dismantling Tower Cranes Betsy (TC1) & Brian (TC3). TC1 serving Block B, is due for removal on Wednesday (18th) having been deferred from last week and TC3 serving Blocks D and F is scheduled for removal mid January the dates of which will be confirmed early in the new year. Traffic marshals will be in place to assist shoppers and manage deliveries during these works.

DB highlighted the need to ensure that the removal of TC3 did not clash with access requirements for tenant fitout and relocations to Block F

Post meeting note – TC1 removal will now take place on Thursday 19th with crane erection and road closure effective from 4.00pm on Wednesday 18th.

Community Update PS confirmed that SDC had attended the careers fair at Faringdon Community College on 20th November; SDC have completed a pathway across the quad at Botley Primary over the autumn half term and further work to the quad, paid for by the school, is currently underway. PS agreed to post a copy of the most recent Community Employment Plan report with these minutes.

PS also explained that a Considerate Constructor Scheme inspection was undertaken last week on 11th December and the site had been scored 'very good'.

MG complimented the site team on the way the site had been managed and issues dealt with.

Christmas Arrangements TH confirmed that the site would close on Christmas eve (24th) and reopen on 2nd January with security guards on site 24/7 over the Christmas closure period. Contact arrangements for any issues arising will be as last year, through Savills 24/7 call centre and they will hold SDC management telephone numbers. The Savills contact number will be shared and posted on site. TH also confirmed that the site management team will undertake a perimeter site walk before closure to ensure all has been left secure.

Any Other Business / Questions

Security of Car Park and Cycle Storage – MG enquired as to what was being done to address the Crime Prevention Advisors recommendations with particular regard to the car park and cycle storage. DB confirmed that the car park would remain open at all times with recorded CCTV coverage in place. The provisions had all received Local Authority sign off earlier in the day. MG and SP also raised their concerns around access to the secure cycle storage area. DB explained there was level access and these details had also been agreed and signed off.

CRM confirmed they were happy with the cycle storage provision as in their experience there were ample spaces for the number of student rooms.

Block F Community Building Occupation – DK confirmed they were on track for occupation from 11th January. CR queried removal procedure and DB reassured that this was all in hand. CP asked what the position was on the landscaping. DB confirmed that this was almost complete although there had been an issue with the provision of an oak tree and consent to substitute with an alternative was being sought although none of this would affect building occupation. CP then asked about completion of the wider public realm. DB advised that this was subject to further discussions with SDC and their programme for completion of the project generally which are due to take place next month.

Christmas Tree – LB asked if this was being provided and TH apologised that this had been overlooked and he would see what could be done.

Student Accommodation Marketing Suite – LB queried what the plans were. DB confirmed that CRM had been appointed to manage the student accommodation and NS explained they had appointed an accommodation manager who would be on-hand in the marketing suite once this opens in January. Marketing has commenced with expressions of interest already received via the web site.

<https://www.crm-students.com/student-accommodation/oxford/west-way-square-oxford/>

Block A – MG asked what was happening regarding the development of Block A and DB explained that MACE were working through the detail design (structure, services and finishes) in preparation for tender Spring 2020. The intention being that the Phase 2 development would follow immediately on from vacation of the existing buildings and handover of Phase 1. Block A would include the provision of swift boxes which it had not been possible to site on Block B.

Date for Next meeting

The next meeting of the CLG is scheduled for 6.30pm Monday 9th March 2019.