



## **West Way Square Community Liaison Group (CLG) – Meeting 14**

**Venue:** Virtual meeting via Microsoft Teams

**Date:** 22 June 2020, 6.30 pm

**Attendees:** , Cllr Caroline Potter (CP), David Kay (DK) Lorna Berrett (LB), Cllr Emily Smith (ES) part, Cllr Judy Roberts (JR), Kalyan Das (KD); Tom Ottaway (TO), Grant Nightingale (GN) part, Mary Gill (MG) part, Stephen Parkinson (SP) part,

**Project team attendees:** David Banks, MACE (DB); Tom Harbottle SDC (TH); Peter Sandercock, SDC (PS) - Chair

**Apologies:** Viv Smith, Debby Hallett, Stephen Evans, Caroline Kellner, Tim Howse,

### **Welcome**

PS opened the meeting and welcomed all to the online meeting with apologies in advance for any technical mishaps.

### **Minutes of Last Meeting No 13 on 9<sup>th</sup> March 2020**

Update on actions arising:-

**Bus Shelter** – JR queried design and agreed to discuss with DK post meeting.

**Parking Charges** – DB agreed to follow up with Origin any development on the potential for free parking from 6.00pm to midnight.

**Damage to Grass Verges on St Paul's Crescent** – if this remains an issue TH confirmed SDC would make arrangements to deal with it.

**Public Noticeboard adjacent Block F** - DK advised that the board was being manufactured and agreed to liaise with CP once it was ready for installation to agree final location recognising the proximity of the cycle racks.

**Signage to former Grant Thornton Building** – removed after last meeting

### **Construction Update**

TH provided an update on progress recognising that SDC had experienced challenging times in ensuring the safety of site operatives whilst continuing to work through the lock-down period. Progress remained generally on track for completion by the end of August although there may be drift of a week or so on account of the pandemic and consequent delays with some material deliveries.

Retail units for Co-Op and Tesco have been handed over and are undergoing tenant fitout. The student accommodation blocks are now substantially complete.

CP and JR raised queries with progress on Block E which TH confirmed was on track for completion by the end of August with cladding about to commence (23<sup>rd</sup> onward).

DB was pleased to note that the opportunity created by lock down had been used to good effect by SDC in completing the public realm works around Elms Parade with minimal business disruption.

### **Update on Commercial Lettings**

DB confirmed that given the lock down uptake has been slow with no new tenants signed up although there remained interest from a restaurant chain and other parties have taken viewings of Block E. There has also been an expression of interest in the office space within Block F

DB thanked LB and TO for introducing the Farmers Market prospect which looks promising and would fit well with the scheme.

MACE remain hopeful that there will be take up of the remaining space once lock down restrictions are finally eased.

### **Update on Store Openings**

DB confirmed that the Co-Op are expecting to open on 9<sup>th</sup> July with Tesco following on 24<sup>th</sup> July by which time the Boulevard and the car park will be fully open. The lower deck of the car park will be opened to coincide with the earlier Co-Op opening. Iceland are due to open on 11 August.

Lloyds Chemist have a delay on their fitout which is not due to commence until early August for a September store opening.

Chancellors are planning to start their fitout in mid July for an opening by the end of August.

JR queried traffic routing through the scheme and in particular plans for closure of Chapel Way which she felt the locally community were generally not aware was due to be closed and this needed to be communicated well in advance. DB acknowledged and agreed that an updated site plan showing what was intended and by when should be prepared for general circulation. He confirmed Chapel Way would be closed for the final resurfacing as one of the last tasks and will complete the full extent of the boulevard from Church Way to Westminster Way

Access from Elms Parade and to the current temporary Co-Op car park will remain in place whilst Lloyds and Chancellors remain open although there will be some loss of spaces to facilitate Co-Op relocation. The Zebra Crossing will be remarked up to link this area with the new Co-Op front door.

Once all relocations are complete then the vehicle access from Elms Parade will be closed.

### **Covid Management Plans**

DB confirmed that Savills the appointed management agents are continually monitoring government guidelines and reacting accordingly. It is very much the intention to have a co-ordinated plan agreed with retailers to avoid them each doing their own thing with particular attention paid to issues such as queuing areas, routing on staircases and the use of pay-and-display machines. ES noted that an update on government guidance is expected tomorrow (23<sup>rd</sup>). ES also highlighted that Vale of White Horse (VoWH) had funding available to support reopening of High Streets with marketing and social distancing measures to encourage people back into the towns. DB agreed to let Savills know.

CP queried whether there would be a scheme opening event to which DB replied that opening would be kept low key in the current circumstances whilst it remains inappropriate to have gatherings although MACE would like to have a formal opening once it is acceptable to do so.

## **Community Update**

PS shared key statistics from the latest Community Engagement Plan report for Q1 :-

- 16% of the total project hours to the end of March have been worked by operatives living within the Oxford post code area
- 7% of the total project hours have been worked by young people (18 to 25 yrs)
- 1% of the total project hours have been worked by apprentices on an approved apprenticeship scheme
- 14% of the project procurement value has been awarded to businesses within 30 miles of the site

PS agreed to append a full copy of the report to these meeting notes.

## **Phase 2 Overview Summary**

DB explained that a revised planning application had been submitted for which the consultation period closed on 2<sup>nd</sup> June. MACE are currently working through their responses to the objections raised. DB also expressed a desire to continue the partnership with SDC for Phase 2 although this remained the subject of ongoing discussions and that planning needed to be worked through first.

## **Any Other Business / Questions**

**Pedestrian Crossing adjacent to Barclays** MG enquired if there were any plans for a pedestrian crossing at the end of Elms Parade across to Barclays as there are local concerns this is a busy trafficked area and there has been some accident history. TB explained that there were no plans for a crossing at that point although there would be a crossing close by at the end of Block E the start of which was already visible.

**Phase 2 Flats floor to ceiling heights** MG raised queries around difference between the consented scheme, revised submission and overall block heights. MG agreed to share detail with DB separately as this was out-of-scope for the current meeting.

**Retail Tenant Mix** LB with reference to TO queried if there was scope to influence the tenant mix being considered given the wishes of the local community as shared through a poll conducted by TO on behalf of the Botley Noticeboard Facebook Group. DB welcomed the input and following receipt from TO promised to share with the marketing agents to ensure all opportunities are considered.

**Community Building (Block F)** DB was keen to understand what the reopening plans for the Community Building were. LB explained that for Seacourt Hall and subject to updated

government guidance tomorrow (23<sup>rd</sup>) they would not be opening before 1<sup>st</sup> August and the exact date would be subject to review with user groups and cleaning arrangements.

LB went on to explain that the building had remained in use by 'Community Fridge' and DB acknowledged the great work achieved. DK encouraged further donations to this community outreach project.

### **Date for Next meeting**

It was agreed that a further meeting towards the end of August would be appropriate when there would be some trading experience to reflect on. DB confirmed he would invite a representative from Savills the managing agents to attend.

Meeting scheduled for **6.30pm Monday 24<sup>th</sup> August 2020**. Location / Virtual to be confirmed