



Quod

Environmental Statement Volume III

**Appendix 8.3:
Minutes from meeting held
with OCC**

Axis J9, Phase 3

SEPTEMBER 2021

Q210470



ATTENDANCE:

Oxfordshire County Council	-	Chris Brice Steve Blackmore Joy White Mohammed Ilyas DG Patel
Stantec	-	Phil Brady Simon Hudson Tom Edwards
BJH	-	Bill Bailey
DTA	-	Simon Parfitt

1. All parties agreed that direct access from the SLR into the Albion Land parcels needed to be accommodated.
2. PB set out the design elements of the accesses that needed further review:
 - length of right turn lanes for vehicle stacking;
 - radii of accesses with due regard to swept path tracking;
 - compliance with LTN1/20, giving due regard to cyclist priority - following discussion, this might include cycle priority close to SLR kerblines, with pedestrian crossing set back into sites. JW referred to Graven Hill example.
 - illustrated future modelled traffic queuing patterns on the SLR indicated some peak hour queuing past the prospective site accesses, so design response required, possibly yellow box/keep clear markings.
3. SP queried potential for SLR junction to the north to be relocated. TE advised not plausible due to impact on SLR red line and the consequential inability to revise under the guise of S73 application.



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4. SP queried the progress on the SLR design review in specific regard of the interface between the Albion Land parcels and the SLR highway corridor. TE confirmed this remained unchanged in the sense that the highway corridor (dashed red line) remained unchanged. It was agreed that this could give rise to a gap after completion of both AL proposals and SLR, but there was recognised commitment to work together.
 5. BB provided AL timetable update targeting SLR link adjacent to AL sites construction Spring 2022 start, Winter 2022 completion. OCC/Stantec acknowledge need and feasibility of prioritising SLR design detail on this section.
 6. Stantec confirmed they would be able to provide extracts of model runs with appropriate SLR in due course for use in the AL employment Phase 3 application.
 7. DTA to prepare updated site access arrangement during week commencing 21/6/21.
 8. TE requested that equivalent version of access design for residential be revisited and updated as appropriate. This to ensure that the SLR programme would not be adversely affected were the employment application to be refused or delayed. DTA to seek client feedback [POST MEETING NOTE: Albion Land content for DTA to respond accordingly.]
 9. PB highlighted pedestrian linkages to Howes Lane and these needed to be borne in mind within the proposal.

Meeting Notes

Date:	Friday 21st May 2021	Time:	1000 – 1100
Location:	Microsoft Teams Call		
Invitees:	Ben Aspinall – AVL [BA]	Paul Daniel – OCC [PD]	
	James Moxon - AVL (apologies) [JM]	Kelvin Pierce – Albion Land [KP]	
	DG Patel – OCC [DG]	Emma Lancaster – Quod [EL]	
	Mohammed Ilyas – OCC [MI]	Simon Parfitt – DTA [SP]	
	Chris Brice – OCC [CB]	Bill Bailey – BJH [BB]	
	James Bevan – OCC [JB]	James Griffiths – BJH [JG]	
	Steve Blackmore – OCC [SB]	Tom Edwards – Stantec [TE]	
		Ed Jowett – Balfour Beatty [EJ]	

OCC – Albion Land Design Team Meeting

Item	Notes	Action
1. Introductions		
2. Albion Scheme Update	<ul style="list-style-type: none"> • Very good take up on employment land • Albion Land aiming to lodge a planning application to change the 150 residential units to further employment use • Aim to lodge this in August 2021 • There is a net reduction in traffic from the change from residential to commercial [albeit there will be a different <i>type</i> of traffic] • Aiming for a resolution to grant planning consent for this change by the end of 2021 • Albion would like to procure the length of Strategic Link Road (SLR) within 12 months of consent i.e. for completion by the end of 2022. • Albion has retained the right to deliver the SLR section under the existing Access Agreement [subject to planning/highways consent] • Any S278 agreement for the Albion section of the road would still need to meet OCC technical specification [and is therefore predicated on the Balfour Beatty design process] • Albion Land has developed designs in respect of the access junctions onto the SLR 	
3. OCC Scheme Update	<ul style="list-style-type: none"> • OCC is working up the scheme detailed design for the SLR • This will take from now until July 2022 • OCC's contractors/consultants will be on site in mid-June for more tree survey, newts etc • Late June for trial pits and bore holes • Balfour Beatty / Stantec are currently in a process of trying to value engineer the road cost (which is in everyone's interests) • OCC is in the process of preparing a planning application for a modified SLR road scheme to Cherwell DC • July 2022 – August 2024 for construction of the whole SLR 	

Item	Notes	Action
4. Discussion / Design Issues	<ul style="list-style-type: none"> • Phasing strategy - to be agreed. • Noted that there are various complexities in respect of planning condition and triggers in the SLR consent; challenging to design piecemeal. • Need to marry the designs for the section with the entire length e.g. utilities and drainage etc • Albion Land is happy to use OCC's design for the whole SLR to deliver its section • Balfour Beatty Stantec can have regard to Albion Land's timescales in creating 'phases' for the SLR road in terms of planning, procurement and construction • This joint working prevents the need for 2 separate planning applications for (1) the entire SLR (by OCC) and (2) just the Albion section • OCC would like to use the Albion private drainage system. This would require a 'right to drain', but would not impact on the capacity of the ponds. 	
5. Access / Notice	<ul style="list-style-type: none"> • OCC to serve Notice to Albion under the Access Agreement for access for the ground investigation surveys • Albion also content to receive an email from Balfour Beatty etc confirming dates etc. • Note to take access through the Phase 1-2 employment land using the haul road (not from Howles Lane), so as not to antagonise the residents • Bear in mind that there is a live construction site and Balfour Beatty to ensure contractors are not working in each other's sites (from a CDM perspective) 	<p>EJ / KP</p> <p>EJ</p> <p>EJ</p>
6. Actions / Matters Arising	<ul style="list-style-type: none"> • Stantec and DTA to liaise on SLR design development including side-access junction configuration. • DTA to provide latest ghost island designs to Stantec • Stantec to provide DTA with relevant over-lay plans for Albion Land to develop their planning application for August 2021 • Stantec / Albion land to liaise with regard to drainage discharge through the private drainage system 	<p>TE / SP</p> <p>SP</p> <p>TE</p> <p>TE / BB [KP / BA]</p>
7. Key Principles agreed	<ul style="list-style-type: none"> • Stantec to lead the design and coordination of the whole SLR; with DTA oversight for Albion Land. Albion do not want to delay their planning application and therefore OCC needs to work quickly to agree the design of the Albion stretch • Junction arrangements and traffic numbers etc need to be agreed for the whole length in order to satisfy the Highway Authority and secure consent(s) • The procurement and phasing of the road can be agreed to enable delivery in phases [if Albion needs to start earlier than the OCC programme allows] 	<p>TE / SP</p> <p>TE / SP</p> <p>TE / SP</p>

From: [Simon Parfitt](#)
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Cc: [Kelvin Pearce](#); ["Bill Bailey"](#); [Emma Lancaster](#); [Richard McCulloch](#)
Subject: Proposed Axis J9 Phase 3 Site Accesses from SLR
Date: 29 June 2021 15:56:00
Attachments: [image001.jpg](#)
[14042-60c-Layout1.pdf](#)
[14042-60c.dwg](#)
[14042-38 Notes of Meeting 170621.docx](#)

All

Thank you all for your constructive input at the meeting on 17th June. I attach a draft set of Meeting Notes. Please let me know if you have any suggested edits or additions. If I haven't heard back by the end of next week (9th July) I'll assume that they are agreed.

I attach a revised Axis J9 Phase 3 site access drawing (14042-60c) in both PDF and CAD format. The attached is illustrated in the pre-SLR format whereby entering and leaving vehicles would route via Axis J9 Phase 1 and 2. The post-SLR would naturally make use of the direct alignment to the Howes Lane roundabout and we assume that OCC/Stantec would firm up the detailing of the SLR junction arrangement to the south (historically Junction 1) where the bus link is due to come in. The design utilises SLR kerblines as designed, but it is recognised that this temporary arrangement will require careful detailed design consideration in due course. We think we have minimised the extent of redundant works.

The SLR section containing the two employment parcel accesses has been refined. The previous design is shown in orange, with the latest design in blue to allow differences to be identified. Changes include:

- Longer right turn lanes into the parcels. These 40m lanes are longer than DMRB requires for 30mph road design – to reflect the land use. Given the land use, it is proposed that this table crossing be set as broadly half kerb height.
 - On this point, I did think that it was worth me re-iterating the quantum of employment site traffic that is envisaged. The application will be for flexible former B1c, B2, B8 land uses – which carry a range of traffic levels – all based on agreed trip rates and distribution. The highest use of a right turn lane is if the western parcel is occupied with B1c, B2 uses which is forecast to result in 24 turning vehicles in the AM peak hour of which 2-3 may be HGVs. Clearly platoons of traffic can and will occur, but the average arrival is of 1 HGV only every 20-30 minutes. The eastern parcel is forecast to be significantly less used than this with 7 vehicles an hour and no more than 1 HGV an hour anticipated. I will forward forecast traffic flow diagrams for the proposals to you under separate cover.
- Cycle lane priority on the western side of the SLR as per LTN1/20. As discussed on the call, pedestrian access is set back further into the site.
- Because of the width of the SLR verge design on the eastern side – pedestrian crossing location has had to be set back into the site and is not well suited to pedestrian priority.
- Carriageway markings to reflect modelled data suggesting potential peak hour queuing at the adjacent SLR junctions back past the accesses
- Amended site access tapering and radii to respond to HGV tracking. The tracking is included within the attached DWG.

- A dropped kerb crossing of the SLR with pedestrian island.

Minor changes to the internal site layouts are required.

I look forward to discussing the content with you as soon as possible, but please do not hesitate to contact me to discuss any element. The expectation is that this version is sufficiently capable of in principle agreement that we can commission a Stage 1 Road Safety Audit and then fix the proposed site layout, confident that any further refinements can be made. I will leave you alone for 10 days and then get in touch.

Tom – as advised in the Meeting Note, Albion Land have confirmed that they are happy for me to actively respond to your request for residential access designs to be progressed, in the event of a fallback being required at Phase 3.

In the meantime, **Phil** you said that you would be able to provide peak hour traffic output data from the latest model. We require this for our TS and we would also likely utilise it within the ES chapter. It would be very helpful indeed to be able to receive this within the next 10 days. From our perspective we are content to use the 2017 (or 2019) data that we already hold so long as OCC are relaxed about which data source we rely on. Can I give you a call on this separately to discuss what is available to use from your latest modelling?

Kind Regards
Simon

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