

**Design Summary Document Appendix B A29 Realignment Phase 1 BEW Delivery Meeting
13.02.20**

Minutes

A29 Realignment – Phase 1 BEW Delivery Group Meeting

13 February 2020 at 14:00

West Room, Edes House, County Hall, Chichester

Attending	Organisation
Elaine Martin	WSCC
Eleanor Fosberry	Faithful+Gould
Joshua Cooke	Faithful+Gould
Kevin Macknay	WSCC
Peter Cleveland	Henry Adams
Daniel Allen Rooney	Pellfrishmann
Katherine Child	Barratt Homes
Jo North	WSP
David Vince	Jacksons
Kim Still	Capita
Tony Symonds	Capita
Jess Lloyd	Paul Basham Associates

Meeting Notes

No.	Item	Actions
1.0	Actions from the last meeting EM to forward attenuation areas – drainage discussions ongoing EM to review road lighting with internal WSCC teams with respect to ecology issues (Bats). – internal discussions relating to road speed and Badger mitigation and timescales. completed design will reflect requirements. EM to arrange drainage meeting with ADC, southern and northern – completed EM to liaise with KR regarding a piece on the proposals in the ‘Arun Times’ publication – WSCC have discussed this with ADC and it has been decided that the best date will be the winter edition. JN to check where surveys tie in and send what topo we have to PS – outstanding see item 1 below EM to organise meeting with RoW officers to discuss routes – outstanding – information sent to PROW team to review.	

	KC to share Barratt's dwg file – still outstanding to be sent to EM PS will forward the revised masterplan – still outstanding, March masterplan to be sent to EM JG/KC to provide a library of surveys to date available –still outstanding to be sent to EM	
1.0	Scheme Updates	
1.1	Pellfrishmann – to forward the topographical survey information in 3D to EM. Action DA-R	DA-R
1.2	Collaboration agreements – Awaiting response from WSCC Jonathan Brown. Action EM to chase.	EM
1.3	Discussion took place over road speed and access requirements. EM confirmed that speed limit is to be 30mph. Access layout is to be discussed via pre-app.	
1.4	WSCC Drainage: • strategy and vertical alignment still in options phase. Currently 770mm above Barnham Road • Working on tie ins arrangements • reviewing various catchments and routes • reviewing locations for infiltrations and swales Timeline for final iteration of drainage principles is dependent on groundwater monitoring.	
1.5	Electricity substation location discussions are ongoing with SSE. KV advised that this substation will not be utilised by the housing development.	
1.6	It was noted that there is sensitivity of the scheme locally and information is not to be discussed with residents on the road arrangement by anyone but WSCC.	All
2.0	Programme & Planning Interface	
2.1	EM requires tenancy documents for the nursery and agricultural land.	DA-R
3.0	Environmental and Ecology	
3.1	60m ² Badger sett area has been defined on site, design is progressing around retaining trees where possible. It is hoped that the set can be constructed prior to June 2020, it was recommended by Natural England that 30m protection zone is required surrounding the new and existing setts. Ground water monitoring results will define depth of sett. Design to be shared with	
3.2	Soakage testing required in badger area to determine whether the sett is above or below ground.	
3.3	Barratts will be carrying out some bat mitigation; therefore regular conversations required to ensure consistent approach.	All

4.0	Reporting and Meetings	
4.1	Terms of reference for the BEW Phase 1 Delivery Group need to be defined. Action; EM to draft and circulate for approval.	EM
5.0	AOB	
5.1	For finalisation of the road WSCC requires confirm access points and desire lines. D-AR to provide information to EM.	DA-R
5.2	JL to confirm bus stop locations for the bus infrastructure design.	JL
6.0	Date of next meeting 14:00 22.4.20 West Room, Edes House, County Hall, Chichester	All