

COW Reports Review Meeting Minutes

Time	10:00 hrs
Date	12/01/2016
Location	Rydon Site Office
Attendees	Jon White Tony Batty Dave Hughes Matt Smith Andrew Malcolm
	Not bothered about in this meeting programme

Report	Who?
Report 1 09-12-2014	
Not Providing access hatches for sacrificial valves - locations needs to go into the O&M Manuals	GM
Any access panel that is being used - locations need to go in the O&M Manuals	GM
Report 2 09-01-2015	
No comments	
Report 3 29-01-2015	
ER - not been done: (3.11) No sleeves fitted to services – Services will be insulated through the slabs and sleeved/fire stopped as appropriate when this has been carried out. Service riser 50mm plastic pipe (greater than 40mm), that pass through floors / fire compartmentation - has to be fire sealed - this hasn't been done yet. Rydon to fire seal everything that needs doing (look back in the reports) and action, collar and intumescent to be fitted.	DH
Report 4 19-02-2015	
No comments	
Report 5 03-03-2015	
As per MI HIU - pumps to be run bi-weekly in the summer (i.e. turn on heating in the summer) to go in residents literature to be handed out by TMO.	CW
Report 6 18-03-2015	
No comments	
Report 7 25-03-2015	
No comments	
Report 8 17-04-2015	
No comments	
Report 9 30-04-2015	

No comments

Report 10 08-05-2015

As the valves are passing on the existing CW tank feeds - Rydon are to come up with a proposal to deal with the asbestos present and to blank off the existing valves.

DH

Report 11 21-05-2015

No comments

Report 12 27-05-2015

No comments

Report 13 03-06-2015

No comments

Report 14 25-06-2015 *

Confirmation that All main soil and vent pipes should have been insulated with a vapour barrier to protect against condensation and provide acoustic separation - DH to provide evidence

DH

Every hole through slab or walls needs builder's work in the basement area

DH

Transfer grilles in riser cupboards; Building Control is not happy about fitting grilles - additional insulation (and fire proofing) is required to pipework. Only Max Fordham can sign off. DH to seek confirmation in writing from Building Control and share with Tony and Matt. Michelle to confirm cost implications.

DH

Report 15 09-07-2015

Photo's showing nothing sleeved or sealed - Fire Stopping

Note

New S&V pipes not got access for rodding

Note

Report 16 14-07-2015

No comments

Report 17 21-07-2015

No comments

Report 18 28-07-2015

HVAC panel not ready for commissioning

Plastic pipe has been used in a fire rated service riser

AOV grilles spec'd to be replaced, existing were retained - rydon to ensure all security screws are installed.

DH

Report 19 13-08-2015

No comments

Report 20 17&18-08-2015

All pipe work run exposed in unprotected areas (tank room and basement) shall be protected with aluminium sheeting pipework protection; Rydon know they have to do it to full height.

DH

Kitchen extract fan do not appear to be high rise type and confirmation is required as to whether the fan duty can be achieved against the high winds. This was raised originally in May 2015 - Rydon are currently trialling a different cowl.

DH

Plastic sleeving used in fire rated service riser is over 40mm diameter and requires an intumescent sleeve as per Building Regulations Part B and BS 476

Report 21 25-08-2015

DB checks required for attenuation on the extract duct from the basement once all sealed up

DH

Report 22 02-09-2015

No comments

Report 23 22-09-2015

Never followed protocol regarding commissioning as per the ER's. Flat's have been signed off. Commissioning schedule can be put together for the boilers, BMS, AOV (cause and effect document required), fire alarm, access/egress. ER to be followed from D1 to D27. GM has captured some of this. Before commissioning is done - the schedule is to be issued to COW prior to the commissioning being done.

DH & GM

Report 24 06-10-2015

No comments

Report 25 19-10-2015

No comments

Report 26 02-11-2015

Cooling vessel for PHE is still faulty on pump failure - label needs changing on the 8bar pressurization unit

DH

Fire dampers to be sealed in Boxing club

Fire dampers to be sealed in Boxing club, access panel in within the wall

Heating coil requires protection in two areas to avoid impact damage

Report 27 09-11-2015

PHE Pressurisation unit and cooling vessel showing pump failure fault (second week) - still needs to be looked into and actioned.

Report 28 23-11-2015

Access hatches for rodding S&V pipework in new areas

DH

Report 29 01-12-2015

No comments

Report 30 10-12-2015

S&V Pipes access points were covered over with insulation, each of these pipes will require access hatches when boarded over

Report 31 14-12-2015

MEV units to be relocated outside cooking space area and confirm extract duty

DH

Further Issues Raised via Email on: 18/12/2015

Noisy extract fans (do you have my emails on this)

See above

AOV System (duties, attenuation, cause and effect, controls, commissioning)

See above

Service cupboards (grilles for dissipating heat build up, fire sealing service sleeves)

See above

Gas riser grille size, for venting risers

In 2 bed - vent into kitchen

In 1 bed - vent into kitchen (high level)

Can't vent into corridor

Witnessing boilers, BMS, plant shutdown, noise break out, supply and extract duties

See above

No extract fans in new flats

See above

No heat detectors in kitchens of new flats

Building Control not required - confirmation required

ER'S have not been followed, agreement require as to where we are up to

See above

Hub room cooling

Not getting cooled.

Note

Power supply back up for AOV System, isolation, labelling, within Testerton intake cupboard

Needs isolation clearly labelling and clearly isolated - lockable

Water pressure at taps to prove

Not an issue

Hot water and heating demand to prove

Not an issue

Common fault indicator in reception for booster pumps

Been omitted

Check cost saving

Under floor heating in main entrance

VE'd out of contract

Lux levels (main entrance) to be taken and agreed from the ER

Ensure achieves design

MF are only given guidance

EML test to carry out

Under lighting and lux level above

Atrium, main entrance and boxing club

Test with a lux level indicator once commissioned

TB

Fire Alarm for all new flats to sign off

Not required

Smoke curtain for reception area

Not required

Cable identification yes or no

No cables have been labelled

Cost saving to be identified

Hand Dryers being installed in the Nursery

Specifications forthcoming from client/occupier

Jon White - Issues

Plastic Extract to each flat - must be insulated -

Trickle vents - cannot be reached - a pulley system should be developed (walkway+1) and handles cannot be reached. Is the client happy with the design? Detail to go in the O&MS.

New cladding detail - do the O&Ms detail how this is going to be maintained etc.?

DH

New lift lobby doors - fire proofing behind needs to be proved.	DH
Confirm type of Fire Foam used around all the doors.	DH
Drawing details have been changed - M&E and everything - need to be ensured status is for construction and/or as-built is recorded appropriately with the correct version.	DH
Old heating pipes coming out of the screed in the old flats - was it agreed that these are to be just capped off? JW thinks they should be removed and made good.	DH
Fans to the boilers have to be finished off and fireproofed.	DH
Structural Engineer - complete sign off on the AOV design.	DH
Damage to the left hand lift, on the left hand side panel (as you look in) has been damaged - Rydon to remedy.	DH
Ensure H&S items are recorded - including the stop-cock location being above the HIU.	DH
Damaged screed within the new flats needs to be quoted to be made good and submitted to EA.	DH
Fire proofing - all around the site (new and existing) needs to be done as per the Fire Strategy	DH
Fire Strategy needs to be updated as per on site discussions	DH
Bolts missing on the main steel bracing (2no bolts & shims) and then fire painted	DH
Instruct quotation for price for fire proof painting	AM