File ref: 1279-M1-006

NOTES FROM MEETING 5

Project: Grenfell Tower Refurbishment

Notes from Project Meeting held on Thursday 18 July 2012 at 14h00 at Appleyards

Present:

Paul Dunkerton RBKC TMO (TMO)
Colin Chiles Leadbitter (LB)
Alun Dawson Appleyards (AY)
David Hale Appleyards
Chweechen Lim Appleyards

Stefano Strazzullo
Andrew McQuatt
Matt Smith
Arthur Lewis-Nunes

Curtins Consulting (CC)
Max Fordham LLP
Max Fordham LLP
Max Fordham LLP

C Churchman Churchman Landscape Architects(CLA)

B. Sounes Studio E LLP (SE)

Distribution:

As present

M. Anderson RBKC TMO
Marc Watterson Taylor Young
J. Caine Curtins

Bill Watts Max Fordham LLP

Keith Bushell Appleyards

Jane Simpson Access

Terry Ashton Exova

APPOINTMENTS Action

A. Dawson gave verbal confirmation that all appointments are approved. However the TMO would like to sub-contract all consultants via Studio E up until Stage D, with the total fee up until Stage D not exceeding £174k, which is the OJEU threshold for requiring work to be tendered. This will probably mean deferring some fees post Stage D.

Exceptions will be Taylor Young and Appleyards who will be appointed direct by the TMO.

AY to forward details of subcontractor quotes to Studio E. AY

AY to clarify proposed terms of Agreements.

AY

After Stage D the design team would be novated to Leadbitter to complete stages E and possibly F1, to take the project to Contract Award. Post Contract Leadbitter's intention is to contract with each party directly, as is proposed on KALC.

Leadbitter will confirm scope and deliverables for Stage E/F1 for the next

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AY

LB

meeting, next week.

PROGRAMME

Leadbitter will prepare a draft programme. The outline proposal is :

LB

- Stage E/F & procurement: August/September/October
- Start on site: February 2013

Programme to consider need for decanting (eg Nursery, Boxing club) and phasing/sequencing work to individual flats.

PLANNING

Meeting planned for following day with RBKC. Taylor Young to prepare and discuss deliverables with Officer and will attend next meeting.

It has been confirmed that the application will not be considered as a major application and therefore will take 8 weeks. For the sake of timing a further 2 weeks should be allowed for validation. Two possible dates for submission would be:

Committee 30 October 2012 Tue 21 August Tue 04 September Committee 13 November 2012

Review of RBKC LDF indicates that the scale of the development will trigger the need for a BREEAM assessment, although this might be a pre-assessment only. with a commentary as to why this refurbishment can't achieve the targets.

ARCHITECTURE

AY confirmed that the Design team is to proceed to Planning on the premise that the Nursery will be located at ground floor and the boxing club at Walkway level.

Boards prepared for public engagement 12 July tabled, showing window and canopy options. LB comment that sliding windows might be costly because of the need for a restrictor device. Reversible windows will have concerns about the robustness of the hinges. Any option will need to satisfy higher safety standards than existing.

C. Chiles to consult buyer on window suppliers (Monday). SE would like LB's view on self-cleaning glass.

LB

Studio E are proposing to have full working mock-up windows prepared and installed somewhere on site for resident consultation. Proposals to be forwarded to TMO/LB for comment.

SE

Zinc rainscreen emerging as front runner aesthetically for cladding. VMZinc composite panel may be most cost effective for true zinc finish.

Canopy which is separated into separate sections rather than a continuous ribbon would appear to be the more satisfactory. This may mean having some

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areas close to the tower are not shielded from falling objects, although this might be regarded as reasonable at the corners and under bedrooms.

Leaseholder window surveys 2/3 complete, with a few tenants refusing access until liability for cost of works is clarified by TMO.

TMO

LANDSCAPE

CLA tabled two possibly layouts with the main east-west pedestrian route north at an intermediate level, slightly above the ground floor level. A level servicing route, 3-4m wide all the way around the tower is felt to be essential and there is a need for future plant access to the west side of the tower. Fire appliance access is not required to four sides

(Post meeting note) Need for an additional survey to undercroft to be reviewed.

SE/CC

SERVICES

Heat pump option (referred as option B) is emerging as preferred. Central hot water storage (Option B1) is MF favourite. Thought needs to be given to sequencing and logistics of replacing heating/hot water while flats are occupied. LB to make proposal in outline programme. This issue will have to be raised with residents during consultation.

MF & LB

BREEAM / Code for Sustainable homes targets not yet clear. MF & TY to clarify. Impact of requirements, eg photovoltaic panels, not known

MF & TY

MF to review upgrade to smoke extract system, as per AECOM specification circulated previously. It is intended this work is included in the scope of this project. MF/Exova to review and report back.

MF/Exova

MF to provide markup or strategy drawing for changes to roof plant room to assist with pricing and coordination.

MF.

MF recommending increased background ventilation rates. (Part F: 13 & 21 l/s, one & two bed respectively). MF to clarify.

MF

MF procuring survey of existing pipework (risers and cast-in) to establish feasibility of re-using pipework.

ACOUSTICS

MF tabled draft report on acoustics. Double glazed windows with acoustic trickle vents will satisfy 35dBA noise levels stipulated in Planning framework. Triple glazing will offer little if any improvement because of need for natural ventilation.

STRUCTURE

Curtins expressed urgency of instructing concrete survey. P. Dunkerton to follow up.

TMO

Curtins to prepare outline wind loadings for cladding design.

СС

CC Curtins to review scope drawings, in particular areas requiring complex demolition eg lift pit, existing lift and stair, upstand beam to existing boxing club. CC/MF Curtins to review impact of proposed hot water storage at roof level. **QUANTITY SURVEYOR** AY to prepare upgrade to cost plan based on updated drawings tabled at AY meeting, including external works proposed to south of tower. Middle of following week **PREVIOUS ACTIONS** Weekly resident drop ins planned for period up to planning, beginning 2 July. TMO TMO Resident focus group to be set up by TMO to interface with design team and contractor. TMO Separate engagements proposed with Boxing Club and nursery. Boxing club meeting outstanding. MF to do more detailed thermal calculations but initially the guidance is to MF

KB comment on asbestos register clarified: existing registers are several years old and make reference to reviewing condition. Has this been done?

TMO

There is no existing fire strategy for the building. Exova to proceed.

Exova

NEXT MEETING

Next meeting to be held at Studio E, 26 July 2012 @ 2pm

achieve the same free vent area as existing. MF to clarify.

Date: 24/07/2012