

**To:** BOOTH Philip[philip.booth@uk.arteliagroup.com]; David Gibson[dgibson@kctmo.org.uk]; VALENTE Nick[nick.valente@uk.arteliagroup.com]; LIM Chweecheen[Chweecheen.Lim@uk.arteliagroup.com]  
**Cc:** CASH Simon[simon.cash@uk.arteliagroup.com]  
**From:** Claire Williams  
**Sent:** Fri 12/12/2014 12:10:04 PM  
**Subject:** RE: Window design change notification

Philip

Thanks for updating me. I will wait your detailed feedback on the programme.

In terms of the delay notice, I know you and Chweecheen have been through the tender documents looking at the window issue. As client, my view on the delay notice is:

- 1

The notice is called ‘client change’, I would suggest that this should be called a ‘project team change’. You appreciate that it was brought to the TMO’s attention in October 2014 that the designed arrangement meant cutting back concrete panels in every flat. The current client team were not aware of this, so could not have instigated the change without Rydon’s information. I understand the issue arose from Rydon’s design team meetings which we are not invited to and do not get the minutes of. Rydon said they could build as the tender (myself, David Gibson and yourself all heard this from Simon Lawrence), but wanted to check that this proposal was understood by the client team—because there had been many conversations about working in residents homes and lessening disruption. At this point the TMO said we would look at this, took planning advice and agreed with Rydon that a non-material planning amendment would be submitted to meet the planning process requirements; as keeping the existing window openings is to beneficial to all. This arrangement will clearly delay the programme (has Rydon evidenced that they had a 10 November manufacture slot?).
- 2

However there are positive advantages to all parties:

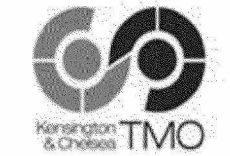
Rydon  
Less physical work to be undertaken  
Reduced costs  
Reduce the length of time in residents’ homes  
Increase in resident satisfaction which will promote access arrangements

TMO  
Reduced costs  
No issues with resident furniture and curtaining layouts that cutting panels would cause  
Increased resident satisfaction with works

I would like Artelia, to take on board that this is not a one-sided arrangement, but arrived at through co-operation and common sense. I would also expect there to be some cost benefit to the TMO because of the lesser works. Can you please take this forward with Rydon?

Thanks

Claire Williams  
Project Manager



t: [REDACTED]  
m: [REDACTED]  
a: The Network Hub, 292a Kensal Road, London, W10 5BE

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completion date. I have also attached a Rydon Notice of Delay form which is part of our standard process. We have on going meetings with supply chain so will endeavour to mitigate as much delay as possible through alternative working methods and sequence.

Regards

Simon Lawrence, ACIOB, MInstLM  
Contracts Manager



T  
M

Rydon Construction Ltd



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