

PARTNERSHIP

LANCASTER WEST ESTATE: PHASE B
MINUTES OF SITE MEETING NO.3

The meeting was held on 27 January 1993 at Lancaster West Estate.

Present	Ms Maxine Williams	RBKC - Project Manager
	Ms Lorna Cunningham	RBKC - Tenants Liaison Officer
	Mr D Bowler	RBKC - Housing Team Manager
	Mr B Chester	Kier London Ltd - site
	Mr B Livermore	Kier London Ltd
	Mr J McCluskey	Kier London Ltd
	Mr N Egboh	Kier London Ltd
	Mr D Wood	Buckle & Partners
	Mr P Funnell	Jenkins & Potter
	Mr B Atkinson	Floyd Slaski Partnership - CoW
	Mr G Harvey	Floyd Slaski Partnership - Site Architect
	Mr R Simpson	Floyd Slaski Partnership - Architect

Apologies were received from Peter Everard and Alan Cobb.

ACTION

1.0 ARCHITECT'S MATTERS

1.1 Contract Documents

Kier London have now received signed copies of the documents.
Maxine confirmed that Clause 22C cover is in place.

1.2 Compound

Jenkins & Potter have yet to inspect compound columns.
Schedule of Conditions is still awaited - this is now urgently required.

J&P
J&P/KLL

1.3 Nominated Sub-Contractors

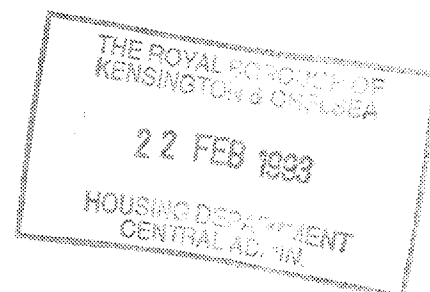
1.3.1 Nominated sub-contracts have been issued by Floyd Slaski Partnership

for: Truecrete Ltd.
British Patent Glazing Ltd.
Multisecure Ltd.
Bowler & Clark Ltd.
Chalwick Ltd.

1.3.2 Kier London have passed over sets of NSC/A documents for :

British Patent Glazing Ltd. (2 sets)
Multisecure Ltd.
Truecrete Ltd.

Bowler & Clark and Chalwick are in progress.



- ACTION**
- 1.3.3 Outstanding nominations are:
 Grenfell Tower concierge desk - tender due back in next 2 weeks. A complete schedule of ISL equipment including sizes is urgently required.
 Grenfell Tower Lift Refurbishment - tenders have been returned and nomination is anticipated within the next 7 to 10 days.
- B&P**
FSP
- 1.3.4 Shop/fabrication drawings from nominated sub-contractors are required for approval.
- KLL**
- 1.3.5 Revised and annotated programme - this is urgently required now that nominated sub-contract lead-in times and programmes are known.
- KLL**
- 1.4 **Domestic Sub-Contractors** *1. Nick E to provide revised cash-flow.*
2. Copy of programme to be provided by FSP to client.
- 1.4.1 **Wansdown Joinery Ltd.**
 Site instruction required for revision to the side panel size, Door type 5. Mounting panels for entryphone/fireman's switch/P.A. speaker - info to be supplied by FSP.
 Phase A: David Bowler commented on what seemed to be warping of new entry doors; FSP replied that this is mostly swelling of the timber (not warping) and can be overcome by easing the closing edge. The only warped doors are the gates to the refuse areas - the detail is not repeated on Phase B.
- FSP**
FSP
- 1.4.2 **Stones Demolition Ltd.**
 All demolition of bridges is now complete. Kier London and Jenkins and Potter to agree on starter bar detail where existing bars had not been retained.
- KLL/J&P**
- 1.4.3 **Parkview Engineering Ltd.**
 Floyd Slaski Partnership have received various fabrication drawings for railings, gates etc. - all generally satisfactory. Floyd Slaski Partnership have commented on fabrication drawings for structural steel at Location 1 - this is now in fabrication as a sample to establish standards of finish, quality of visible welds etc.
- KLL/PE**
- Floyd Slaski Partnership have commented on Grenfell Tower canopy bracket drawings.
- No drawings have been received for metal screens to stairs etc.; Kier London feel that Parkview can make these from Floyd Slaski Partnership drawings - site dimensions must be checked.
- PE**
- Roger Simpson commented that structural steelwork was now seriously behind programme (6 weeks adrift); steelwork fabrication and erection should now be well advanced on locations 1, 3 and 4 - this would have a knock-on effect for other blocks.
- Kier London felt that Parkview were being asked to produce design drawings not fabrication drawings - Floyd Slaski Partnership and Jenkins & Potter confirmed that the architect's and structural engineer's drawings have sufficient information to make only fabrication drawings necessary subject to confirmation of site dimensions where required.

	Kier London stated that the approval procedure was eating into the programme time. Roger Simpson noted that substantial periods had been allowed on Kier's programme for fabrication drawings and approval.	ACTION
	Kier London and Parkview to produce a programme for the production of drawings.	KLL/PE
1.4.4	<i>Finishes</i> Wall tile finished drawings in progress. Some floor finishes and Polafloor are to be omitted.	FSP
1.4.5	<i>Ironmongery</i> Schedules have now been issued. Minor revisions will be necessary to Talbot Grove and Morland House entrance gates.	FSP
1.4.6	<i>Sign boards</i> Kier London awaiting return of RBKC boards.	RBKC
2.0	CONTRACTOR'S REPORT	
2.1	Contractor's report no.3 and 6 week programme were tabled and distributed to all present. The works were shown as being 3 weeks behind programme. KLL were asked to show % completion (both programmed and achieved) in future reports.	KLL
2.2	Demolitions of both link bridges now complete and all debris removed. Works to refuse chutes 3 and 5 in progress - fixing lugs to stainless steel chute at location 3 to be protected. Brick cleaning by Tricol is in progress and should be complete this week.	KLL
2.3	Grenfell Tower: Kier London were asked to collect rubbish from flats outside of peak morning rush time if possible so that both lifts would be available to tenants. Removal of refuse chute slabs in progress and should be complete by end of next week. Kier reported no problems in diverting residents up to deck level to gain access to lifts. Grattes are rewiring in escape stairs and lift ducts.	KLL KLL
2.4	Audio/Visual duct is in progress.	
2.5	Anticipated end of year spend: information as to what advance spend can be expected is now urgently required from Kier London for forwarding to RBKC. This information must include whether or not materials will be paid for off site.	KLL KLL

ACTION

3.0 STRUCTURAL ENGINEER'S REPORT

- 3.1 British Patent Glazing had supplied additional information required by Jenkins & Potter; their drawings had been returned with comments. Position of the lower cladding rail to Grenfell Tower stair has yet to be agreed.

J&P/FSP

- 3.2 Fabrication drawings: Jenkins and Potter have commented on and returned drawings relating to canopy location 1 and Grenfell Tower stair and canopy. Drawings are generally returned within 2 days.

- 3.3 Inspection of compound columns: Jenkins & Potter/Kier London Ltd. to agree a date.

J&P/KLL

- 3.4 Welding certificates had been received and satisfactory. Mix information received - also satisfactory. Cold weather working procedures still outstanding.

KLL

- 3.5 Starter bars to the 2 no. demolished ramps: Jenkins & Potter have commented on and returned Kier's proposals.

KLL

4.0 MECHANICAL & ELECTRICAL ENGINEER'S REPORT

- 4.1 Lighting mock-up in Clarendon Walk to be viewed tomorrow. Grattes have yet to submit any out of sequence costs.

KLL/Gratte

- 4.2 Audio/visual duct: ducts are to be identified by a suitable tape. British Gas had supplied information as to the location of gas mains - this was distributed by Dave Wood. Buckles and Partners to supply details for running audio/visual ducts over Metrostore area.

B&P

- 4.3 Grenfell Tower lift taken over by Kier London: RBKC asked that the floor be made level with the landings to allow pushchair access etc. when in use by tenants. Inside timber lining to be painted with intumescent paint; ground level timber protection to be hinged and secured by padlock to allow maintenance access. Keys to be left with the caretakers.

KLL

It was re-emphasised that the Social Services lift is not to be used by the Contractor or any sub-contractor.

- 4.4 Grattes have submitted a programme to Kier London and are generally on time. Lighting to the low rise blocks to proceed after approval of mock-up tomorrow.

Gratte

- 4.5 Grattes have been sent a set of mechanical drawings for Grenfell Tower ductwork.

- 4.6 Buckles to advise on water points to Grenfell Tower.

B&P

5.0 RESIDENT ARCHITECT'S REPORT

- 5.1 Water chlorination: a minimum of 24 hours notice is to be given to residents of Grenfell Tower prior to cutting off water.

KLL

ACTION

5.2 Camelford Court gardens are to proceed as shown on the contract drawings.

5.3 Protection: the Contractor was asked to be vigilant in protecting open areas of work against injury to tenants - in particular the demolition of Grenfell Tower refuse chute where doors into the demolition area had been left open.

KLL

6.0 CLERK OF WORKS' REPORT

6.1 Protection of new works against vandalism: Alan Cobb had written to the Contractor confirming that the Bill covered this point.

6.2 There was a leaking radiator in the old Grenfell Tower crèche which required sealing off.

KLL

7.0 PROGRAMME

Revised and annotated programme still required.

The present programme indicated a delay in excess of the 3 weeks claimed - closer to 6 weeks with most items except steelwork being behind programme.

KLL

8.0 TENANT LIAISON OFFICER'S REPORT

8.1 There had been a few objections to the use of the lifts for the removal of rubbish; Bill Livermore has spoken to the tenants concerned to explain the situation.

8.2 RBKC Safety Officer, Janice Wray, had been contacted regarding the pigeons and droppings in the area of the new suspended ceiling below Grenfell Walk. RBKC are to clean this area prior to work commencing.

RBKC

9.0 INFORMATION ISSUED

Various site instructions.

10.0 INFORMATION REQUIRED

Steel door and frame to security gate control panel.
Clarendon Walk rain screen roofs.
Joinery details for entryphone panels etc.

FSP
FSP
FSP

11.0 QUANTITY SURVEYOR

No formal report, but valuation no.3 will take place tomorrow.

12.0 ANY OTHER BUSINESS

12.1 Leaking overflows in the compound area - RBKC to sort out.

RBKC

12.2 Location 7: stubs of bridge support columns to be protected.

KLL

ACTION

13.0 NEXT MEETING

The next meeting will be on 24 February 1993 at 10.00 a.m. on site.

14.0 DISTRIBUTION

Those present plus

Peter Everard
Alan Cobb

Kier London Limited
Nigel Rose & Partners

DUNM.

24 March 1993 at 10.00 am.

cat 10

Phase B

LANCASTER WEST ESTATE

27.1.93.

PROGRESS REPORT NO.3

1. Wates have now left site and KLL are now fully set up in the offices.
2. Demolition to the bridges at Clarendon, Camelford Walk and Camelford/Talbot Walk is now complete and all scaffolding has been removed. There have been no reports of any leaks or any damage to the metro store below other than those already existing.
3. Draw pits and trenches are being excavated to install ducting for CCTV cables. Brickwork in progress. Application for licence to open up the footpath on Lancaster Road has been made to RBKC.
4. Refuse chutes at locations 1 and 5 are now in use by tenants. The refuse chute at location 3 has been installed and the existing chutes at locations 7 and 9 are due to be demolished, commencing 27.1.93.
5. Lighting mock ups as required under Instruction No. 013 are installed when the ceilings have been painted in those areas.
6. Breaking out of concrete for new ground beam at Location 2 is in progress.
7. The brick cleaning work carried out by Tricox is nearing completion.
8. Drainage is being installed at Location 1.

continued..

SHEET 2

GRENFELL TOWER

1. Existing refuse chutes have been demolished. Rubbish is currently being collected by KLL labour.
2. Breaking out of floor slabs in refuse chute room is in progress by Elmcrest.
3. New support steels to floors 3-21 have been installed.
4. Demolition to old community rooms and external wall is complete. Areas of paving have been lifted for new walls and stairs.
5. The link bridge on Grenfell Tower has been demolished and all scaffolding has been removed.

NOTE - due to a sewage leak in the boiler room at Grenfell Tower at basement level, two days were lost in propping.

6. It is anticipated that off site erections for canopy to location 1 and brackets for Grenfell Tower canopy will be ready for inspection during w/c ~~24~~ February 1993.

Contract is still running three weeks behind programme.

BC/FMF

26 January, 1993