

**LANCASTER WEST ESTATE: PHASE B  
MINUTES OF SITE MEETING NO. 10**

The meeting was held on 25 August 1993 at Lancaster West Estate.

Present:	Ms M Williams	Royal Borough of Kensington and Chelsea
	Ms L Cunningham	Royal Borough of Kensington and Chelsea
	Mr L Page	Royal Borough of Kensington and Chelsea
	Mr J Abbott	Kier (London) Limited
	Mr N Egboh	Kier (London) Limited
	Mr W Livermore	Kier (London) Limited
	Mr A Cobb	Nigel Rose & Partners
	Mr D Wood	Buckle & Partners
	Mr P Funnell	Jenkins and Potter
	Mr B Atkinson	Floyd Slaski Partnership
	Mr G Harvey	Floyd Slaski Partnership

Apologies were received from Mr R Simpson, Mr P Everard and Mr J McCluskey

**ACTION**

**1.0 ARCHITECTS MATTERS**

**1.1 Camelford Court**

Macadam repairs to commence in a week to Camelford Court and low rise blocks generally. Repairs to Grenfell Tower to follow.

Copy of leaktector report to be sent to Maxine Williams and Lea Page.

FSP

Fluted drainage channel at location 8 to be resolved.

FSP

Gordon Harvey had visited the Metrostore leaks the same as last visit - some down to r.w pipes.

Washdown point at Location 7 - Metrostore will advise when unit below is empty.

**1.2 Nominated Sub-Contractors**

**1.2.1 Chalwick Ltd:** all panels now fixed; points to be removed from off sets and cut outs enlarged for electrical trunking

CH

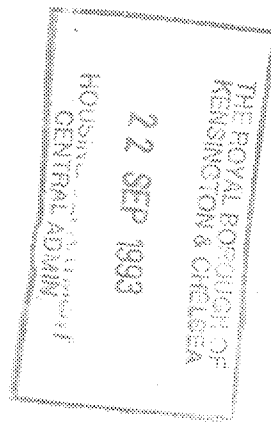
**1.2.2 Leonard Lifts Ltd.:** ceiling height confirmed as 2100mm; fabrication sketches from Major Lift Refurbishment to be approved.

FSP

CCTV housings and trailing cables have been instructed.

**1.2.3 Lund & Halsey Ltd.:** sub-contract documentation complete; console and desk installed.

**1.2.4 BPG Ltd.:** progress is still behind schedule. Waiting room windows due on site this week.



**ACTION**

**1.2.5 Boler & Clark Ltd.:** Detail required for main ceiling/bridge ceiling junction. **FSP**

Protective bollards to be instructed as soon as possible. B+ C return visit to site not yet fixed. **FSP**

**1.3 Domestic Sub-Contractors**

**1.3.1 Wansdown Joinery**

*Architrave details:* had been discussed on site and agreed, order for bulk of the standard section placed. Non standard sections to be instructed. **FSP**

*Half-hour door sets:* information has been sent to the District Surveyor; doors are now being fitted.

**1.3.2 Parkview Engineering Ltd.**

*Grenfell Tower canopy brackets:* fixings complete

Fences and gates have commenced on site; Parkview letter has been actioned.

Alterations to gates at locations 10 - 14, and fixing of floor springs to be instructed. **FSP**

**1.3.3 Briggs Amasco Ltd.**

All low rise canopies complete, but diagonal cuts not acceptable - Briggs Amasco to be asked back to site. **KLL/B.A**

Grenfell Tower extra canopies to be omitted.

*Zinc clip detail:* information from the Zinc Development Agency confirmed the detail as built was not correct - to be re-made. **KLL**

**1.3.4 Gratte Brothers Ltd.**

Hand set positions now resolved.

**1.3.3 Finishes**

Floor duct covers to low rise blocks all in place, anti vandal fixings required as instructed. **KLL**

Altro grey sheet required to complete level 1 in Clarendon.

Wall glaze in progress on Talbot Grove and Morland House.

*Existing Telpol finish to concrete stairs:* survey and instruction required. **FSP**

Gully gratings fitted; survey required to list what has been fitted and how this compares with Buckles schedule. **KLL/FSP**

3 no. gratings around the boiler house chimney have been left in place as generally o.k.

## ACTION

### 1.3.6 Ironmongery.

Cabin hooks to be detailed.

FSP

*Relcross:* magnalocks back on site and fitted. Magnalock cover plates have to be changed (too thin) and strike cover plates have to be recessed into the door edges.

KLL

Reception counter screen ironmongery to be detailed.

FSP

*1.3.7 Grenfell Tower washdown points:* Buckles to chase up with Fairways/Sarell.

BP

*1.3.8 Grenfell Tower basement escape hatch:* this is in poor condition and is temporarily padlocked shut. Bill Atkinson has informed Janice Wray (RBKC safety officer).

*1.3.9 Asbestos based boards:* Contractor to commence replacement on 1.9.93.. One tenant had expressed concern to Bill Livermore; the person had also spoken to Claire Wake (RBKC asbestos advisor) and the London Hazard Association.

### 2.0 CONTRACTORS REPORT.

Contractor report no. 10 and 6 week programme were tabled and circulated to all present. The works were shown to be delayed by 10 weeks.

*Commissioning:* Kier proposed to commission Clarendon and Talbot Walks on 31.8.93; ISL Ltd. are reported to have carried out their own tests on Clarendon; Talbot in progress. Bernard Calbert and Buckles to be a site on 31.8.93.

Instruction leaflet has not yet been distributed by Grattes; BP/KLL/FSP to look at ISL standard sheet after meeting and amend as necessary.

Commissioning Camelford, Talbot Grove and Morland House is programmed for 13.9.93.

Lorna Cunningham to try to arrange access to 37 Upper Clarendon Walk and several flats in Talbot Grove and Morland House.

RBKC

KLL to advise Lee Page when office furniture may be delivered to site.

KLL

*Dustbins to nos. 1-26 Camelford Court:* Maxine will advise what is to be done.

RBKC

Fire doors (1½ hour) to refuse rooms are being fitted.

### 3.0 STRUCTURAL ENGINEER'S REPORT

*Entrance canopies:* Jenkins & Potter had written to Kier London regarding loose bolts - KLL to respond.

KLL

## ACTION

*Grenfell Tower canopy:* the Contractors report indicates approx. 95% complete. Jenkins & Potter require remedial works to the following:

- Certire putty to saddles
- packing plates to saddles
- tapered washers
- packing to purlins

The above to be confirmed in detail by Phillip Funnell.

J&P

*Cellform beam:* south east corner hole to be filled in - check drawings.

FSP

*Location 7:* thread projection of bolts inadequate.

KLL

*Location 4+8:* cleats to be welded.

KLL

### 4.0 MECHANICAL & ELECTRICAL ENGINEERS REPORT

4.1 Spare fluorescent tubes - Dave Wood has written to Kier.

KLL

4.2 Alarm signal from concierge security system is to be directed to the C.A.S Office; RBKC require information on the auto dialer - Dave Wood to supply.

BP

4.3 BT cables to Talbot Grove & Morland House complete.

4.4 *Leonard Lifts:* fabrication drawings to be instructed and extent to works finalised.

SP

4.5 *Ceiling trunking:* new lids fitted - Dave Wood to inspect.

B&P

4.6 *Ramp lighting:* sample light fitting still in place on ramp 4; Dave Wood to ask Grattes to price for installing similar sample fitting on Latimer Road ramps.

B&P

4.7 Existing high level floods in low rise blocks to be relocated - FSP to check instruction.

FSP

4.8 *Grenfell Tower canopy:* conduit to be re-routed at change in level.

KLL

### 5.0 RESIDENT ARCHITECTS REPORT

5.1 Grenfell Tower lift lobby photos to be instructed.

FSP

5.2 Unauthorised access onto the scaffold into the work area since last site meeting 2 no. further fires have been started in Concierge area; also video equipment stolen. The police have been informed.

5.3 *Location 7:* column protection to be detailed

FSP

5.4 *Camelford Court expansion joint:* to be instructed

FSP

### 6.0 CLERK OF WORKS REPORT

6.1 *Magnalocks strike plates:* nylon sleeves to boss pins have not been fitted. Bill Livermore will check with Relcross if they are essential.

KLL

**ACTION**

**7.0 INFORMATION ISSUED**

Latest site instruction is S.I. 296.

*Extensions of Time have been issued:* Section 1 in 2 weeks, Section 2: 3 weeks.

**8.0 INFORMATION REQUIRED**

Generally as Contractors Report schedule.

**FSP**

**9.0 QUANTITY SURVEYORS REPORT**

Valuation to be carried out 26.8.93. Cost Statement has been issued since last site meeting.

*Loss & expense:* extensions of time will allow release of some monies for preliminaries. Alan Cobb confirmed that nothing will be released for disruption until information required is supplied by the Contractor; Kier feel that monies could be released as interim payments.

Kier London and Nigel Rose to agree which details are required.

**KLL/NRP**

**10.0 TENANT LIAISON OFFICERS REPORT**

10.1 Lorna Cunningham commented on access possible over new steel screens at stair 6. FSP to look at.

**FSP**

10.2 Bill Livermore reported that children had been using the fire hose adjacent to the compound entrance.

**11.0 ANY OTHER BUSINESS**

11.1 Revisions to be electrical works, Grenfell Tower this work has been taken into account in the issue of Extension of Time recorded above.

11.2 *Lighting to Camelford Court:* Bernard Calbert has inspected internal works to No. 26 and asked for some remedial works.

**G.B**

11.3 Trailing Vidoetron cables, Camelford Court have been reported to Brian Desborough.

11.4 It was confirmed that nothing is to be done to the existing lights on Camelford Court.

11.5 Nick Egboh asked what would happen to materials ordered and purchased prior to a change in detail. Alan Cobb asked that Kier Ltd. explore possibilities of restocking. Nick Egboh to list out.

**KLL**

**12.0 NEXT MEETING**

*Distribution:* those present, plus:

Roger Simpson  
Peter Everard  
Jim McCluskey