

NOTES FROM MEETING 9

Project: Grenfell Tower Refurbishment

File ref.: 1279-M1-016

Notes from Project Meeting held on Thursday 04 October 2012 at 14h00 at Appleyards

Present:

Paul Dunkerton	RBKC TMO
Colin Chiles	Leadbitter (LB)
David Hale	Appleyards
Chweecheen Lim	Appleyards
Stefano Strazzullo	Curtins Consulting (CC)
Andrew McQuatt	Max Fordham LLP
Matt Smith	Max Fordham LLP
Bruce Sounes	Studio E LLP (SE)
Adrian Jess	Studio E LLP
Blaine Cagney	Studio E LLP

Distribution:

As present

M. Anderson	RBKC TMO (TMO)
Alun Dawson	Appleyards (AY)
J. Caine	Curtins
Bill Watts	Max Fordham LLP
Keith Bushell	Appleyards
C Churchman	Churchman Landscape Architects (CLA)
C. Tornaros	Syntegra
Terry Ashton	Exova (Ex)
Jane Simpson	Jane Simpson Access
Marc Watterson	Taylor Young

CLIENT BUSINESS

Action

PD noted information on the potential length of time for a decant for the nursery (10 months beginning April)

PD awaiting feedback on a timetable for Boxing Club decant

2 Bed void flat available but not vacated. TMO to advise when flat is vacated TMO

PD to investigate the need for public consultation over and above planning process consultation for revised application TMO

PD to investigate the possibility of additional respite / possible floor by floor decant space for residents into the finger blocks TMO

Stage C and D sign off required for novation. Stage D will form the client requirement document and therefore may represent Stage D+/E level of information. Design team to report back on timescales for completing Stages C & SE

D. End of September / early October proposed. - Ongoing

ARCHITECT

Planning – revised application to be submitted w/c 15 th Oct.	SE
CIL charge on the project to be reviewed for no commercial office use	TY
SE to liaise with window suppliers for full mock-up sample of an individual window. Location to be agreed - Walkway level discussed. LB to advise on 2 or 3 No. preferred suppliers	SE / LB
TMO suggest roller shutters would not be required on the ground floor elevations. Requirement for Nursery to be confirmed. SE to integrate.	TMO / SE
SE reported back on consultation with Exova on proposed draft fire strategy to be sufficient to proceed subject to comment from RBKC / LFB. SE / Exova to arrange meeting with RBKC building control following sign off of Stage C	SE / EX
<i>Further notes from MTG with Mark Anderson – present BS, AJ, BC</i>	
MA requested alternative design options for the location of the recycling centre.	SE
<ul style="list-style-type: none"> - Adjacent to green - Adjacent to front entrance (wall recess under link) - Opposite front entrance (under walkway) - End of garages / baseline (existing external stair removed) 	
MA requested removal / secure enclosure of external staircase to walkway level. Studio to consult Exova on Walkway existing fire fighting strategy	SE
MA requested design options for the management of the turning space adjacent to the Baseline entrance and out of hours vehicle access to the base of the tower	SE
MA requested design proposals for the enclosure of the garages following the removal of the existing ramp.	SE
<ul style="list-style-type: none"> - Possible green wall - Alternate panels of solid and mesh to provide daylighting to garage. - Proposals should address problem of pigeon access to garages 	
MA requested design layout option of full occupation for boxing club on the walkway level.	SE
MA requested design amendments to CGI's to better reflect baseline design, walkway soffit material & lighting and the new garage wall beyond.	SE
MA confirmed Office use in Tower and baseline extension for community use only. To be reflected on drawings	SE
MA confirmed Stage C costs over budget but that there was sufficient scope for VE to proceed beyond Stage C. Studio E to issue Stage C report for sign off including design options above	SE

SERVICES

MF tabled and talked through replacement heating system option requiring one visit to remove Elson unit, install and connect new heating system requiring a possible flat decant (3-5days) compatible with floor by floor working.

MF liase with IRS contractor on the detail coordination of the works around the existing satellite cables. MF

LB to arrange meeting between MF and their M&E sub-contractor (SPI or Npower) to discuss design. Proposed for next week. MF

The upgrade of the bathroom extract fans in the plant room is to be included in the cost plan. MF noted that there needs to be some investigation of the existing vent system and fire separation between floors. Exova to comment on fire risk EX

MF tabled expelair type vent for Kitchen extract to achieve Breeam mech. Vent points. SE to investigate visual impact on windows externally and internally SE

MF to oversee condition survey of existing pipework and report back MF

STRUCTURES

Concern raised as the complexity of the sequencing and structural work involved, particularly the new lift.

Concrete condition survey results very positive. Full report awaited.

CONTRACTOR

Leadbitter awaiting feedback from asbestos subcontractor and work that may be required to clear the various areas of asbestos. LB

Leadbitter need to understand the extent of work envisaged as part of the redevelopment.. Eg extent of redecoration.

Programme of deliverables to be arrived at within next three weeks. LB

Leadbitter will undertake a condition survey of the interior of all flats before commencing work. LB

COSTS

Cost plan 4 for inclusion in stage C report tabled showing project spend close to £8.9m. Budget is £8.0m, or £8.5m incl fees.

AY to update cost plan following initial comments received: AY

New Road base cost item to be reviewed against contingency to repair existing road.

Design team to respond to any items so that AY can update.

SE noted possible cost saving using Tilt & Turn windows in lieu of Central pivot.
AY to investigate

AY

TMO to confirm scope of existing satellite receiver system and whether further investment will be required.

TMO

HEALTH AND SAFETY

All consultants are to prepare Risk Assessments and Hazard Management Schedules.

All to note

AY to host risk workshop inc. CDM 18/10/12 @ 12

All to note

BREEAM

Breeam pre-assessment target of very good cannot be achieved without mandatory points on Mechanical ventilation and Water usage that fall outside the current scope of works.

Syntegra / MF to report back on prospects for 'good' target

SC / MF

Studio E to liaise with Taylor Young on possible planning impact of 'good' target

SE / TY

PREVIOUS ACTIONS

Draft programme of work has been prepared. (To be issued) Leadbitter Resident Liaison Officer (RLO) will be involved in negotiating access to tenants flats. There is a potential overlap with TMO resource which needs to be clarified.

LB

Leadbitter believe the noise of fixings being drilled into the concrete facades might generate the most complaints. They propose to do some testing (percussive vs diamond drilling) over the next fortnight. The latter may be quieter but also slower, more expensive and possibly provide lower pull out strengths. Mast climbers are proposed for the overcladding works.

LB

MF to review cold bridge details at ground. It will be difficult to avoid in the overlaid situation.

MF

MF to review proposal to remove vent on SW corner to permit views in/out of new stair

MF

Leadbitter to issue a revised programme.

LB

Co-ordination of cladding, heating and seasons critical. Input required from Leadbitter.

LB

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

TMO

ANY OTHER BUSINESS

Novation – AY to circulate draft agreements for comment

Consultants to consider Deliverables for RIBA stage D (employers requirements) All
and issue programme to LB for comment

NEXT MEETING

Next Project Meeting to be confirmed