

Notes from the meeting held on 2nd December 2014

Apologies: Roger Keane (RK), Rohima Khatun (RKH), Samantha De Hann (SDH).

1.	CW confirmed that works are approximately 6 weeks behind schedule whoever this is not considered critical at this stage.	
2.	The sample windows and the heating set up will be ready by Christmas for consultation with Residents.	
3.	CW confirmed that that the replacement windows sizes are not changing from the current specification.	
4.	CW confirmed that there will be a meeting held to discuss the handover of the new boilers. Cofely will work alongside Rydons to ensure the smooth transition. The order of installation of the new heating systems in flats will now be done by vertical riser rather than by floor, as this has the benefit of being able to isolate each riser. This has resulted in a change in Rydon's programme of works.	
5.	CW highlighted that there could be a potential issue in regards to lifts having to be placed out of service to allow works for access to the new floors/ flats.	
6.	Once completed, CW to send briefing note to PM re: Charging arrangements for the new heating system.	CW
7.	CW confirmed that LFB are aware that the smoke vents are not fully functioning.	
8.	CW will be meeting with David Gibson and David burns regarding stock programme data for the concierge services.	CW
9.	There are no reported issues at present regarding vulnerable residents or residents who hoard possessions.	
10.	CW confirmed that once noisy works are completed respite area will move fro Whitchurch house to flat 145 Grenfell Tower.	
11.	CW to undertake further work alongside RBKC planning in regards to the notice in regards to the change in window size.	CW
12.	CW confirmed that the demolitions works had been slow to date with Rydons however the works were under the planned expenditure.	
13.	SR queried what the allocations policy will be for the new flats. SR to find out more information	SR
14.	CW highlighted that some flats have had additional bedrooms in place at the time of the visit which may cause some issues in regards to heating. CW is waiting for an updated list of the effected properties from Rydons.	CW
15.	KS queried whether it would be possible to bring forward kitchen and bathroom works for properties occupied by hoarders. CW to check where Grenfell is on the 5 year investment programme.	CW
16.	CW to liaise with David Gibson in regards to the risks involved with ordering the new windows prior to the final planning being granted.	CW
17.	CW to chase Silk and Mackman re: Front door fault.	CW
18.	PM to take the future fit programme to RBKC.	PM