

**Verity Close window replacement programme:** Outstanding works to flats 3, 30 and 60.

Beverley is aware and has contact details for contractor Anglian, and will chase up.

**Cavity fill works:**

Contractor: Avalon    CoW: Steve Farrell    CDM: JRP    RLO: Lorna

- Pretty much complete, bar Brunel and Camelford Court. List of addresses on divider wall by my in-tray.
- John Parsons has the unique reference nos for the EPCs, but is working with Avalon.
- Outstanding resident issues: 30 Walnut Tree balcony
- Cash chequed for 3 Gerda keys, £200 and £100. Avalon due to return keys but will need cheques written – **Lorna** to organise.

**Swinbrook:**

Contractor: Mears    EA/QS: Ben Burlikowski/Walker Management    CoW: Steve Farrell  
RLO: Beverley

- Works complete, final account outstanding. Looking to be £982,466.79, notified to Magda, as against contract sum of £996k. Should be finalised by end of August at latest. Not to be certified until WM hear that: a) all keystone info complete, b) 189 Acklam PC signed by clerk of works.
- Defects – Beverley to pick up.
- Discussions with RA over mop-up programme: Beverley to make contact and return set of keys.
- CW to check if residents get copies of EPCs, and if any information is cloned.

**Grenfell:**

- 1 **Planning** – see emails of 24/7 and 25/7. TMO to decide how if want grey, and also work with Rydon re options for ground floor treatments (ie when was brushed aluminium, gf was stainless steel). If the decision is not to go brushed aluminium then likely there will be a glass reinforced concrete finish to match colour of panels chosen. **David**.
- 2 **Contract:** Artelia are working on it (see email 23/7), Jenny has said wants version in tender, but has added paragraph re data protection. Note Chweecheen's email of 15/7 giving contract of 66 weeks, PC Sept 2015. Jenny reviewed and will pick up Monday 28/7 with DG. CW noted Fola said needed 2 non-exec directors/Board members to sign, docs amended to reflect this. **David**.

- 3     **Programme:** I have a hard copy now, which shows that the internal works to the flats (windows and heating) will both take place after the Christmas – which will work well. I will organise a meeting for my return with all parties to understand how this will be managed so we can roll this out. **David if any queries, part of contract docs.**

Soc services being stripped out

28 July gantry scaffold starts

4 August mast climbers up

7 August access to main building through old housing office

- 4     **Issues Artelia is resolving** (see email of 23 July in top tray): **David if any queries.**

- i)     AOV controls to finger blocks in Grenfell gf concierge. To be relocated by Rydons as tender clarification. Needs to be done to facilitate stripping out.
- ii)    Door entry system: controls to both Grenfell tower and the finger blocks are under the concierge desk. Concern over when block door removed to walkway level the system may fail, also when the system is due to be removed to the new 'hub' room that it won't make the journey. When this system went out in 2013 for 3 months housing mgmt said was disastrous.
- iii)   Boiler plant in the basement: Rydon accidentally knocked out the mech vent to the basement and the boilers, Coffely responded and there were issues over access. Artelia to work on process for managing the boiler room with the servicing contractors, and also pick up on working practices that meant these issues arose.

- 5     **New housing office** – due to move w/c 28 July but 2 issues identified:

- a) IT to the office not in place. Patch panels and half height comms cabinet required, now ordered through Dennis Johns (via Cyril/Chris Han). Dennis Johns have ordered materials and worker assigned job due back from hols Mon 28/7. **David** – please check with Cyril on Tuesday 29/7 that all is well.
- b) Bouygues have not finished paving outside, now heard there are 2 types of paving and its not clear if the second type is on site. Peter Blythe (artelia) dealing with his counter-part to get moving, as their director Sebastian had guaranteed the work would be completed by Friday 25 July. At 25/7 Bouygues agreed to repave by Tues 29/7 at the latest, to give full access including clear their materials – so should be available to public too. Some areas of finish may be temporary though if Bouygues do not have right mats.

CW to sort out new address with Michael Robertson RBKC on return from leave.

- 6     **SCCI and digital tv:**

On site 23/7 by appointment to look at all flats who have identified themselves as having satellite dishes or records show have no communal sockets.

They are due to quote for 2 elements (25/7 SCCI agreed to carry out works to sockets and dish homes, but with residents signature so CW can order retrospectively):

- Installation of sockets to those households not on the system
- Quote for getting existing satellite dish users onto new system, was £350 per household but this needs to be checked, as was based on many more residents needing satellite connection than perhaps is required (some of the channels are on the same set up). They were going into flats yesterday to ensure that they understood the overall requirement.
- Quote received and works ordered 25/7 repair no 201418579, for installation of external cabling looms to allow tv access for the new flats. **David if any queries.**

SCCI are due to send their RAMS to Rydon, and have each others contact details as works will be under their F10. Tom Chesterman is leading from SCCI.

(REDACTED)

6A **CCTV:** Jenny looking to see whether we can use Calford Seadon for this, as already had services tendered. Need a survey of equipment on finger blocks too, as this is part of the equipment within the concierge area at Grenfell.

- 7 **Liaison with RBKC** – with Roger Keane now, Kitty moved on but still keeping her in loop on issues that are completing/complex where Roger will not catch up with history.
- 8 **Temporary Traffic Order** is TTO 00773 – via Tony Hurley at KCTMO. CW trying to find out from him where it is advertised, allegedly the gazette. Apparently with temporary orders you don't have to do public consultation. Road orders valid 18 months, pedestrian 6 months so CW checking with him that he has this on his radar.
- 9 **Boxing club:** all legal lease stuff for temporary Lowerwood Ct in place.

Rydon are due to report back if elects to adjacent rooms can be cut off to prevent homeless people using elec to charge their mobiles (report back to Martin Barr). Rydon getting them keys to the access staircase, due to move in 4 August so that Rydon can use the old place as welfare for the scaffolders etc.

Planning permission for change of use will not be determined until mid August. CW walked around planner Martin Lomas who is aware that works have been done at risk, he is not aware of move in date of boxing club. Reassurance in the survey work done with the residents association and their positive responses which he has copies of. CW due to book PR visit for residents to boxing club in Sept 2014 when up and running.

- 10 **Nursery:** RBKC writing to them imminently (this month) to give them reminder that they need to provide their business plan to show they are geared up for moving back into the refurbished building. Aim is that if they are not moving back

that this is clear by end of November and Early Years team will start to look for another provider.

**11 KALC liaison:** Artelia are involved with this contract, Michelle Lowe and Simon Britton. Philip B and Peter B talk to their colleagues as necessary. Current issues we are dealing with are:

- Working alongside Bouygues who don't give us any information, reliant on site manager Simon O'Connor liaising with their groundworker Hinesh.
- Managing PR over the playground not being open at the same time as the school
- The likelihood of a scaffold tunnel over the new school footpath

The KALC project manager is Vernon Gibbons. [Vernon.gibbons@rbkc.gov.uk](mailto:Vernon.gibbons@rbkc.gov.uk)

Mobile: [REDACTED]

## **12 PR stuff**

- a) Rydon profiling due to start now w/c 5 August, letters gone out to top floors 14-20 to book. 4 August letters out to lower 10 floors.
- b) Recent Lanc West AGM chaos, disbanded by Sam De Haan
- c) Ramp, Kiran Singh visiting w Cllr Blakeman Mon 28 July. Rydon giving price for painting staircase down from finger blocks and supply and fitting of 'concealed entrance' mirrors.
- d) Next newsletter out on my return, have asked Rydon for draft by 11 August

## **13 Outstanding Appointments:**

- Review of services for Artelia for day to day role (£479 a day, based on Peter Blythe)
- Appointment of technical/design advisor: CW to see if any fee quote received, and talk to Jenny re what is likely, ie minor.

**14 Community Room:** reconfigured as per project team meeting, see attached. Not instructed yet as CW to talk to Kiran to find out if anyone else has to give their ok.