

MINUTES

Cartwright Gardens Community Liaison Group (CLG)

19 March 2014

20:00 - 22:00hrs

Chair:	Bob McIntyre	Judd Street/Business
Attendees:	Councillor Simpson	Ward Councillor
	Paul Cockle (Crescent Hotel)	Hotel Representative
	Nigel Kemp	Business Representative
	Ricci de Freitas	Marchmont Association
	David Stephens	U of L Representative
	Duncan Palmer	UPP
	Tony Tugnut	BCAAC
	Gajan Raj	Hotel Representative
	Miriam Campbell	Church Representative
	Steve Cowan	Sinclair Sandwich Thanet
	Andrew Richardson	Brookfield Multiplex (BM)
	David Berry	UPP (Liaison Officer)

Observers

Debbie Radcliffe	BCAAC/ Local Resident
Janet Goodricke	Local Resident
Trevor Shonfeld	Local Resident
Glen Fenemore-Jones	Local Resident
Paul Wilkinson	UoL
Damian Quinn	UPP
Marcus Adam	UPP

Distribution: All of the above

1. Introductions

- 1.1 The Session was audio recorded by Bob McIntyre.
- 1.2 Members of the group introduced themselves.
- 1.3 Bob McIntyre was formally adopted as Chair of the CLG.
- 1.4 Paul Cockle asked that the minutes of the last meeting be amended to show he is from the Crescent Hotel – **ACTION DB to amend minutes**
- 1.5 Paul Cockle requested that the wording in the OSMP be changed so that it was more precise and where required phrases such as 'other than in exceptional circumstances' be considered. **ACTION: UPP/UoL to review.**
- 1.6 Hard copies of the documents previously circulated by email were distributed
- 1.7 Ricci de Freitas – Appreciated the manner in which the information changes were presented.
- 1.8 Cllr Simpson expressed concerns that the councillors were not approached in time for them to attend the first meeting. He commented on the poor distribution of documents which should be greatly improved going forward. For the purposes of the current meeting, he did not regard the circulation of large documents by email as appropriate preparation for informed discussion. In view of this the meeting was null and void, and he would report these shortcomings to the Council planning officer. He thought the meeting should be adjourned.

It was also noted that UoL cannot expect people to digest extensive documentation in such a short time and this should be addressed going forward. **ACTION: Cllr Simpson to inform Council Planning Officer of his concerns.**

- 1.9 Bob McIntyre suggested that the time be used to comment on specific points and that further time be allowed before a formal meeting was held. He considered that the next meeting of the CLG would be the first formal meeting in relation to the CMP and OSMP.
- 1.10 Tony Tugnuttt thought the shortcomings identified by Cllr Simpson and Bob McIntyre showed a lack of respect for the CLG.
- 1.11 It was requested that in addition to documents being e-mailed and on the web that hard copies are posted to the representatives 10 days in advance of a meeting. It was agreed that where practicable this would be done now that all of the representatives had been identified. **ACTION: UPP to arrange, where practicable, hard copy documents be posted 10 days prior to a CLG meeting.**

CLG Representatives to confirm their postal addresses to the Liaison Officer for this purpose.

2. Construction Management Plan

- 2.1 Rodent Control – The section on pest control has now been included in the plan which was added to the latest draft produced in accordance with the s106.

Further discussions are needed with the Environmental Health Officer and BM to clarify Camden requirements. The CLG requested that the group be provided with the plan 28 days in advance.

ACTION: BM to provide plan to the CLG 28 days in advance of issue to Camden (end of April 2014).

- 2.2 Traffic - The amendments to the plan and appendix H made following the meeting of the 27 Feb 14 were discussed. BM provided an update on how the plan had evolved to date. BM met with Steve Cardino/Rob Laney 3 weeks ago and had agreed the presented plan in principle. They also confirmed they would liaise with TfL and all other authorities.

The CLG identified the following areas of concern they felt required further consideration:

- RNIB (Noting that it was a Guide dog training area)
- Cyclists main route (Camden cycling campaign)
- Review of cycle path and pedestrian route
- Taxi crossing Bidborough Street
- Suspending parking bays on crescent
- Deliveries to NUT, Pret and the pub in Mabledon Place

ACTIONS: BM to review transport comments and discuss with Highways team. A Camden Highways Officer would be asked to attend the next CLG meeting.

- 2.3 Noise and Dust control – Clarification was requested as to when demolition would take place. BM advised that it was planned to commence in Aug 2014.

A point was raised by the Church representative in relation to the impact on meeting room bookings.

BM confirmed the process and steps that would be taken to mitigate and monitor the noise emanating from the site. These included;

- Background noise readings would be taken
- BS standards to be adhered to
- 'live' monitoring would be undertaken, If exceeded then text message, stop works, review works.

- Start on Site 1 July 14 – 6 months Demolition programme from August 14 to Jan 15
- Programme of sequence and regular communications
- Using crushing plant, visual and acoustic screening all carried out in accordance with the approved industry standards.

The CLG requested that a timetable of when construction and heavy noise will take place throughout the project. A timetable of particular activities and noise levels would be developed by BM. **ACTIONS: BM to circulate timetable in 4-6 weeks.**

The process of what happens if noise is exceeded should also be distributed to the CLG.

The positioning of the cranes during construction was discussed and it was clarified that they will not over sail other properties.

On behalf of the Hoteliers group (Paul Cockle) asked that particular consideration be given to the impact of the construction on the Leigh House Hotel. Could the Site Accommodation be moved?

ACTIONS: BM to provide the CLG with a communication plan and process in the event noise exceeds the approved level.

BM to give particular consideration to the potential impact of the plan on the Leigh House Hotel.

BM to amend fig.4 of the CMP to make it clear the cranes do not over sail other properties.

BM to review if the site accommodation can be moved away from the southern end of Cartwright Gardens.

- 2.4 Local Procurement – The hoteliers asked if BM could provide information to staff that were requiring accommodation during the construction period. BM confirmed that they could do that, however could not guarantee that they would use it.

The arrangements for hoardings were discussed and it was asked why they could not be higher than 2.4m. BM explained that this was not possible due to the effect of the wind loadings and the stability of larger panels. .

Further discussions were had as to whether the hoardings could have information on them of the development and advertise local business especially the shops on Leigh Street and Marchmont Street and local hotels. The general opinion of the group was supportive of this idea. Directions to the shops on Marchmont Street were also needed.

ACTIONS: BM to review the use of images/information of local businesses on the hoardings.

2.5 Other CMP points – The Group were asked if they had any further points they wished to make on the CMP.

Sandwich Street

The loading towers will only be used for external brickwork and windows.

Suspend parking – when and how much?

BM – 4 weeks' notice will be given with 2 spaces for 1 large vehicle being required.

Dust

The building will be wrapped during demolition and construction.

Background monitoring will be carried out to set level. Similar process of control to acoustic disturbance, i.e. screens, monitor within levels. CLG asked as an act of good faith if UoL/BM would consider cleaning neighbouring windows.

Deliveries to other traders

BM to consider the movement of delivery vehicles to service existing businesses and speak with Camden Highways to see if they had any further requirements in relation to this point.

Other construction in progress

BM has spoken to both contractors (top of Cartwright gardens) who have confirmed that they will be sustainability complete when BM starts on site.

Breaches to Sanctions

What happens if the monitoring points were breached? BM would confirm the process with Camden officers and report back to the CLG on the findings. **ACTIONS: BM will check the process with Camden and report back on the findings.**

Site entrance

What happens at the junction of Leigh Street & Cartwright Gardens with construction vehicles? BM confirmed it was currently shown that vehicles can wait approximately 60 ft away from junction prior to entering the site hoarding line on Cartwright Gardens road.

BM also noted that the Barclay Bike station would remain operational during the construction phase.

ACTIONS: UoL/BM to review cleaning neighbouring windows as a gesture of goodwill.

The CLG requested the Camden Planning Officer to be present at the next meeting.

3. Open Space Management Plan

- 3.1 It was confirmed and agreed following the feedback from the CLG (and other community contributors) that planning condition 5 would be submitted to Camden officers showing the retention and refurbishment of the 4 tennis courts.

ACTION: UPP/UoL to submit planning condition 5 for approval.

- 3.2 It was requested that the plans for refurbishing the gardens be reviewed to see if it is possible to maintain a pair of tennis courts open for the length of the construction phase.

ACTION: BM to review and feedback.

- 3.3 It was suggested that following the success of involving the London Wildlife Trust in another local community garden they be asked for comment in the design of Cartwright Gardens.

ACTION: UoL/UPP to seek the comments of the LWT.

- 3.4 It was requested that some of the shrubs in the current gardens be retained. It was agreed that these shrubs would be identified and sent to the landscape architect for consideration.

ACTION: CLG to confirm plant species to be retained. UPP/UoL to send to the Landscape Architect for consideration

Opening the gardens and the possible anti-social behaviour was discussed but not concluded and will be an item for the next meeting. It was noted that the community police officer needed to be asked for input on the gardens and commentary on how to deal with anti-social behaviour. Paul Cockle voiced his concern on the point that managing the anti-social behaviour (in the OSMP) was not robust enough.

ACTION: Chair to invite PC O'Grady to next CLG meeting.

- 3.6 It was also noted by Paul Cockle that there have been historic issues with the management of the gardens and that Skinners representative Nick Shepard be contacted to confirm any other issues that had previously been reported.

ACTION: UoL/UPP to seek any comments from Skinners.

4. Future Meetings

It was agreed that 31st March 2014 would be a convenient date for the next meeting and it was requested UPP/UoL distribute a list of proposed dates going forward.

It was also agreed that meetings should in the future commence at 19:00hrs – 21:00hrs.

ACTION: Liaison Officer to propose and circulate additional meeting dates.

Minutes Approved (Chair):

Date: