

<u>Kiln Place Redevelopment</u>		
Date Of Meeting: 07 June 2017		
Present:		
Rita Thorpe (RT)	Chair	TRA Kiln Place
Elaine Hooker (EH)	Secretary	TRA Kiln Place
Debra Constance (DC)	Senior Development Manager	LB Camden
Sarah O’Neill (SON)	Senior Development Manager	LB Camden
Michael Gilhooly (MG)	Liaison Officer Gospel Oak	LB Camden
Rebecca Ellis (RE)	Consultation and Engagement Officer	LB Camden
Christine Conlan (CC)	Estate Services	LB Camden
Martin Williams (MW)	Senior Project Manager	Arcadis
Cong Liu (CL)	Project Manager	Arcadis
Sam Dewick (SD)	Construction Manager	Boxmoor Construction Ltd
Vince Wilson (VW)	Contracts Manager	Neilcott Construction Ltd
Michael Forde (MF)	Site Manager	Neilcott Construction Ltd
Apologies		
Councillor Lorraine Revah		LB Camden
Distribution:		
All those present		
Mark Currie	Senior Contracts Manager	Neilcott Construction Ltd
Construction Working Group Meeting Nr.1		
1.0 Previous Minutes & Matters Arising		Action by:
1.1	- None.	
2.0 Site Set Up		
2.1	<p>Site Containers & Storage Compounds</p> <ul style="list-style-type: none"> - The proposed site set up and traffic management plan on Kiln Place as previously tabled and discussed were talked through with no objections being raised. Site containers will be delivered to site 22 & 23 June with some enabling works to be undertaken 19 & 20 June. 	
2.2	<p>Temporary Bin Stores for Residents</p> <ul style="list-style-type: none"> - The temporary relocation of the waste and recycling Euro bins were again discussed with the locations of these being agreed as previously discussed. Temporary concrete hard standings would be provided on the estate opposite the corner of block 1-64 and on the grassed areas either side of the entrance road off of Grafton Road in front of block 105-116 & 1-64. Other bins would be redistributed to where existing bins were already located. 	

<p>2.3</p> <p>2.4</p> <p>2.5</p> <p>2.6</p>	<p>- An alternative store would be required for bulk waste on the estate as the existing store would no longer be accessible. Neilcott were to provide a storage container within the site compound area for this purpose with the doors facing outwards so access was not required into the site compound.</p> <p>Parking Bays Suspensions Highways parking bays</p> <p>- The TRA enquired as to whether the parking bays (7nr.) along the left hand side of Oak Village (facing towards Kiln Place) were to be suspended for the duration of the project as they considered that without the suspension this could lead to congestion on the corner of Oak Village & Lambie Street. Neilcott have previously assessed this and did not consider it necessary for the purpose of the project but would formally respond to Camden. Camden would review this matter further.</p> <p>Estate parking bays</p> <p>- Camden were liaising with the residents with parking permits on the estate to arrange for alternative parking to be offered (if required) whilst their bays were suspended for the works. Suspensions would be required from the end of June 2017.</p> <p>- The 2nr. garages (no.'s 9 & 10) would need to be suspended for the duration of the works. These garages were used by flat no.'s 65 & 157. Camden to liaise with residents.</p>	<p>NCL</p> <p>LBC / NCL</p> <p>LBC</p> <p>LBC</p>
<p>3.0 Utilities Services Diversions</p>		
<p>3.1</p> <p>3.2</p>	<p>- The utilities services diversions (gas, electric, water, BT, virgin media & district heating) were discussed with works advised as currently programmed to be undertaken between 03 July 2017 & 25 August 2017. A newsletter would be circulated to all residents providing further details on these works. The diversion works had been confirmed so far as:</p> <p>UKPN (electric) – WC 24 July. There will be a need to undertake some builder’s works in connection WC 10 July. National Grid (gas) – 03 July to 25 August. Thames Water – WC 10 July (site 5). BT and Virgin Media – Dates to be confirmed. Post meeting note: BT confirmed for WC 17 July to 28 July. Virgin confirmed provisionally as WC 31 July. District Heating – Dates to be confirmed.</p> <p>- Some services i.e. electric, water, Virgin Media would be temporarily cut off whilst new connections were made. This would be notified for either a morning or afternoon but likely would only be for 1-2hrs. Written notification would be provided in advance once confirmed by the utility</p>	<p>NCL</p>

<p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p>	<p>services and with assistance being offered should residents need it. National Grid are able to keep gas services ‘live’ at all times during their diversion works.</p> <ul style="list-style-type: none"> - Neilcott advised that road closures would be required on the estate road for the diversion works adjacent to site 5 (blocks 97-104 & 105-116). Access to the estate would be maintained at all times via Lamble Street & Oak Village, whilst this road closure was in place. - The TRA advised that heat meters (district heating) were programmed to be replaced between July & August 2017 by Guru & GEM. - The TRA offered the hall as a refuge for residents whilst the works were undertaken. - Boxmoor advised that a new water main was to be installed in Grafton road in August 2017 in relation to their development. Neilcott did not see this as being an issue in regard to the Kiln Place works. 	
4.0 Programme of Works		
<p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p>	<ul style="list-style-type: none"> - The programme of works was discussed and an outline summary given. Key construction activities at the front end of the programme were identified as being services diversions, demolition, groundworks and piling. - Demolition works are programmed to commence following the completion of the services diversions at the end of August. The demolition of the structure will be undertaken with a muncher to mitigate noise but the breaking out of the slab would be noisier. Mitigation measures will be put in place to assist in controlling the levels of noise i.e. acoustic barriers. - Piling rigs will be within the individual site boundaries with piles of circa 20m being constructed. Ready mix concrete lorries will be used to pour the concrete. All construction activities will be kept within the site fencing boundaries where possible. - No static cranes are planned with mobile cranes being used for steelwork erection. Cranes will need to be sited on the roadway but temporary diversion will be put in place for this short duration of works. - Information on the programme would be provided in the monthly newsletters giving an update on progress and upcoming works. Notice boards would be displayed in the lobby of each block and on the site compound hoarding. Newsletters would be distributed by hand to ensure that these were received by all tenants. Camden advised they would be happy to assist with the distribution of the newsletters. - Boxmoor advised that their works will be finished in Lamble Street prior to the main construction works commencing on site. 	
5.0 TRA		
<p>5.1</p>	<ul style="list-style-type: none"> - The TRA enquired as to when the trees and shrubs were to be removed. Neilcott advised that they were only removing trees and shrubs associated with the works and which would be undertaken at the front 	

<p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p>	<p>end of the programme. The remainder of the trees and shrubs would still need to be maintained by Camden.</p> <ul style="list-style-type: none"> - The tree TRA enquired as to the colour of the bricks to be used for the new buildings. This was confirmed as being a St Ives Cream Rustica similar to those on the Lamble Street new developments. - The TRA advised that in heavy rain fall the existing drains flood at the Oak Village end of the estate and which was a historic problem. Neilcott advised that they would survey the main drain run as part of their works as they would be connecting into this. Camden asked if the next time this occurs if photographs could be taken. - The TRA enquired as to the design of the new pavements and would prefer to see a straight path rather than obstacles in the way i.e. boulders, which had been placed to prevent unauthorised access. Camden advised this would be reviewed as part of the landscaping design. - The TRA enquired when the new play park equipment would be installed. Camden to advise. NB: these works do not form part of Neilcott’s works. 	<p>LBC</p>
<p>6.0 Communication</p>		
<p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p>	<ul style="list-style-type: none"> - Monthly newsletters will be issued with information on the programme would be provided giving an update on progress and upcoming works. - Notice boards would be displayed in the lobby of each block and on the site compound hoarding displaying newsletters, key activities and other relevant information. Information would be specific to each block where necessary. - Newsletters would be distributed by hand and not Royal Mail to ensure that these were received by all tenants. Camden advised they would be happy to assist with the distribution of the newsletters. - Camden advised that communications will go through Councillors (and Graeme Beedham – Tenant Participation) for comment and to keep them informed of progress and any developments. 	<p>NCL</p> <p>NCL</p>
<p>7.0 Any Other Business</p>		
<p>7.1</p> <p>7.2</p>	<ul style="list-style-type: none"> - Camden advised to keep all tools locked away and materials secured to prevent theft. Neilcott advised that this is general procedure with secure storage would be provided for tools with no tools being left on any of the sites overnight. Materials would be delivered on a ‘just in time’ basis meaning that materials would be kept to a minimum on site. Where possible materials would also be secured overnight. All materials would be stored in designated areas i.e. storage compound or within sites boundaries. - Boxmoor advised they had experienced problems with intruders climbing up scaffolding in Lamble Street. Neilcott advised that such measures as Mono-flex sheeting, access trap doors, removing ladders from ground floor, fans on scaffold, signage and workshops in local schools would be either be implemented or considered in an effort to prevent this. 	

Construction Working Group Meeting Minutes



7.3	- Cycle storage is being reviewed for block 117-164.	LBC/NCL
7.4	- Camden to extend invitation to next CWG to coffee shop owner, local shops and pub. Also Jayne Seaman (Estate Services Manager) & Olu Akande Housing Manager).	
7.5	- The CWG meetings were confirmed as every 1 st Wednesday of each month on a monthly basis initially with the meetings eventually being held quarterly.	
Date of Next Meeting		
	- Wednesday 05 July 2017 at 09:00am.	