



## Notes of Meeting

### Institute of Immunology & Transplantation (IIT) Detailed Basement Construction Plan (Final Draft)

Royal Free NHS Hospital, London  
22 March 2017 @ 2.30pm

#### Attendees:

Michael Bye (MB) Diocese of London  
Michael Taylor (MT) St Stephen's Trust  
Peter Owens (PO) Royal Free Charity  
Keith Davies (KD) Buro Four  
Phil Cracknell (PC) Wilmott Dixon

No.	Description	Actions
1.0	Trial Pit 1 completed on 12 March. Due to the limited amount of equipment on site that Sunday the extent of exploration was restricted. However trial the pit did get down to a depth of around 2.2m in order to expose part of the tower's foundations.	Note
2.0	A more comprehensive trial pit is planned for the other (external) corner of the tower (i.e. trial pit 2) which is to include the drilling of a borehole adjacent to trial pit. MT to confirm when this will be done.	MT
3.0	With the aid of the Diocese and SSRPT a programme/sequence of drilling of the boreholes. PO has previously issued to MT details of Soil Consultants site investigation specification (dated 10 March), a further copy of which was handed to MT at the meeting. MT agreed to forward the specification to Southern Testing and requested confirmatory dates for the next trial pit and boreholes as well as an indication to costs. Mindful of the urgency in completing these works a response is required as a priority matter.	MT
4.0	MT confirmed that the Hampstead Hill School will not allow access for site investigations on school land until the Party Wall Notice has been engrossed. The Diocese and RFC did not understand why this stance is being adopted, as it does not have any bearing on the site investigation process. PO will continue to progress the Party Wall Agreement on behalf of RFC, requesting AHP to send copies of the drawings to Ryan Bunce & Co in order to progress the matter.	PO
5.0	KD confirmed that in order to validate any damage to the St Stephen's and the School, potentially being created once the Pears Building development commences, it is logical to complete a further condition survey. MT is not willing to do this due to the damage inflicted indirectly to the Church and School as a result of works on the LINAC building in 2015, by the NHS Trust. PO mentioned that it had already been confirmed to MT that the NHS Trust has refuted this statement, with there being no damage to the hospital buildings in the immediate vicinity of were the remedial works were carried out. MB was of the opinion that the two issues should be separated, recommending that the condition survey be carried out, with the Diocese entering into separate dialogue with the NHS Trust regarding compensation for the alleged damage. MT rejected this offer.	ALL

	KD noted that without an updated survey it would be virtually impossible to define the extent of damage (if any), to the church/school occurred between 2015 and the start of the Pears Building project emanating from of the new works. It is imperative for a new base line to be established. This matter needs resolving by all parties.	
6.0	PO requested that copies of the 7 reports referred to in response to SSRPT confirming that the tower was 'safe' be forwarded to the Charity: in order to assist in completing the site investigation pertaining to the stability of St Stephen's tower.	MT
7.0	MT confirmed that he thought the 'tower end' of the church should have been underpinned when the rest of the church was underpinned.	Note
8.0	MB highlighted that the main areas of concern appears to revolve around movement, dust and noise. When this was discussed as a group, MT confirmed that the overall disruptive impact on the business operation of the school was his main cause for concern. PC made reference to the technical and management techniques in the DBCP to mitigate against this, as well as the contingency arrangements that have to be put in place if thresholds are close to being exceeded.	Note
9.0	PO asked MT to confirm a date for the consultant's technical meeting to review the DBCP following receipt of responses to the final draft. MT advised that no meetings could be held before week commencing 3 <sup>rd</sup> April. MT inferred that the RFC have failed to maintain effective dialogue between the Pears Building Team and SSRPT's Technical Consultants. PO confirmed that the RFC had promoted an open approach only for SSRPT to utilise information from the meetings of the Technical Experts held in July 2016 in SSRPT's legal challenge against Camden Council for a judicial review, leading to RFC having to remain guarded. KD suggested that matter was 'in the past' and that the RFC had, in fact, been aiming to continue to maintain meaningful dialogue between parties, by arranging the next technical meeting. MT and PO to agree a date urgently.	MT/PO
10.0	PO confirmed that despite a number of requests from RFC's Project Team, a meeting to 'walk around' the Church and School to agree the installation of monitoring equipment has still not been arranged. PO requested MT to conclude this as a matter of urgency, to which MB concurred. It is in everyone's interest to have the equipment installed and to monitor the premises.	MT
11.0	MB summarised the following; 1) MT to issue Soil Consultants proposals to Southern Testing and agree costs and timings for the remaining site investigation works; 2) MB/PO to review Party Wall progress with party wall surveyors; 3) Date for technical meeting to be confirmed; 4) Date for monitor walk-around to be confirmed. .	ALL
12.0	PO confirmed he will diarise regular monthly Principal's Meetings going forward.	PO