



Notes of Meeting

Institute of Immunology & Transplantation (IIT)
Principal's Meeting

Royal Free NHS Hospital, London
12 September 2017 @ 2.00pm

Attendees:

Michael Bye (MB) Diocese of London
Michael Taylor (MT) St Stephen's Trust
Peter Owens (PO) Royal Free Charity
Gerry Ackerman (GA) Royal Free Charity
Fay Dawes (Minutes)

No.	Description	Actions
1.0	<p><u>Project update</u></p> <p>PO updated the meeting on the S106. There were two key areas requiring compliance. Firstly the CMP, a live document that had been approved by Camden Council. PO asked that any issues relating to this be raised directly with him. He was conscious that noise would be a key issue and the project was considering erection of an acoustic barrier between the site and school/church. This will be confirmed.</p> <p>The second key area was the Detailed Basement Management Plan produced in compliance with the S106. The Council were happy with the plans in principle and the project was hoping to submit the final version for approval during October. Positive feedback had been received from the technical team at the Council. The document would be subject to 2 independent certifying parties, both of whom had given favourable responses to date, and the Council would then appoint its own certifier to review on its behalf.</p> <p>MT said that a document from Michael De Freitas based on the master schedule demonstrated that there are still issues. He will email this document to MB.</p> <p>PO pointed out that access had still not been agreed for the project team to be able to take measurements of St Stephens. MT responded that these accusations and suggestions that the tower was unstable were not true and that St Stephens had been forced to undertake excavations when the time could have been more effectively used on the issue of boreholes.</p> <p>PO said that the project team had spent considerable time and money in order to demonstrate no harm to the surrounding buildings and measuring their tolerance to gauge movement. As a result it can now be demonstrated that the work will not cause excessive movement which might damage the surrounding</p>	MT

	<p>properties.</p> <p>MB asked for details on how the plans have developed following the minutes of the technical meeting on 16 May. GA said that a geotechnical design report was being produced from the data collected and would be completed shortly. MB asked about the plan for the geotechnical model and whether this could be shared with the St Stephen's team. It was agreed that MT/MB would be sent a copy of the DBMP prior to its being submitted to Camden Council.</p>	PO
	<p>MT agreed to forward letters from his team of experts (Michael De Freitas, Ian Stephenson and Michael Eldred) to MB relating to the design.</p>	MT
	<p>PO added that comments from MT's team had been taken on board and proved fruitful. Independent geotechnical experts had been brought in and he would be happy to share the information with Michael Dr Freitas.</p>	PO
	<p>MB requested that MT circulate the email from Michael De Freitas to all. He asked for an action update since the 16 May Technical Meeting – PO to provide.</p>	MT
2.0	<p><u>Borehole sites:</u> MB asked if all parties were now happy with the borehole sites. PO confirmed this. He also asked for clarification over maintaining water pressure. PO said his understanding was that the system worked like a WC overflow system and the pressure therefore was self-regulating. This had been picked up by the project's technical experts.</p>	
	<p>MT queried the usefulness of independent reviews. PO explained that the S106 is a very onerous document which takes into account comments from the St Stephen's team. Compliance has to be demonstrated to the Council.</p>	
3.0	<p><u>Monitors:</u> MB asked for confirmation re monitors already on the church and due to be put on the hall at the end of the month. PO said that, because of the change of plan, the monitors on the church were prisms, as used on the Pond Street properties. Information was currently being collated.</p>	
	<p>MT said that Science Testing had now been instructed and he has the result and will send to PO. MT will clarify the scope/details for PO who added that this should be completed by the time work starts on site.</p>	MT
4.0	<p><u>Noise levels:</u> MT was concerned over the noise effect on the school. PO had measured and could confirm that the noise level was under the permissible limit. He also confirmed that a vibration monitoring exercise had been undertaken. He clarified that the Council had set levels of 75dB for noise but that vibration levels are a separate issue. He also confirmed that monitoring plans were already in place and would be ongoing throughout the works. He added that noise testing would be carried out prior to the car park works and MT was invited to visit the site to see readings. GA added that an acoustic wall was being considered.</p>	
5.0	<p><u>Party Wall Award:</u> MB asked about the Party Wall Award. MT had arranged a meeting with Ryan Bunce to discuss this on Monday 18/09. PO suggested that the issues involved had been blurred over the soil stability claimed and it was agreed to update following this meeting.</p>	MT

	MB asked what insurance were in place to cover the worst case scenario. PO confirmed that significant cover was in place.	
6.0	<p>AOB</p> <ul style="list-style-type: none"> - <u>School closure</u>: MT expressed the view that the building work was likely to force the closure of the school. MB said clear communication to parents would be vital concerning the issues of pollution, monitoring of equipment and traffic impact, which in fact will reduce. The CMP included details of alternative parking arrangements and access and Willmott Dixon would be communicating this during the works. MB suggested a Q&A sheet for parents would be helpful. <p>PO said that the project team were keen to demonstrate that the hospital was a good neighbour and were hoping to form a Community Neighbourhood Group. The newsletter would also be a key communication tool.</p> <ul style="list-style-type: none"> - <u>Meeting dates</u>: FD will send 6 future dates (see below). 	WD/MT
7.0	<p><u>Date of Next Meetings (all at 2.00pm):</u></p> <p>Tuesday 10 October 2017 Tuesday 7 November 2017 Tuesday 12 December 2017 Tuesday 9 January 2018 Tuesday 13 February 2018 Tuesday 13 March 2018</p>	All