

**From:** OWENS, Peter (ROYAL FREE LONDON NHS FOUNDATION TRUST)  
**Sent:** 04 May 2017 09:41  
**To:** [Michael@ststephenstrust.co.uk](mailto:Michael@ststephenstrust.co.uk)  
**Cc:** 'michael@ststephenstrust.co.uk'; Michael Bye; Keith Davies  
**Subject:** Installation of Monitoring Equipment: FINAL REQUEST

Michael

With reference to the above and the discussions that took place at the Principal's Meeting held on 22 March '17 along with further discussions at the DBCP Technical Meeting held on 19 April '17 and the Principal's Meeting that took place that afternoon, we have yet to hear from you a date that allows discussions to continue regarding installation of the monitoring equipment. This is disappointing particularly bearing in mind that all parties, including your own technical consultants, are seeing installation of the monitoring equipment as being fundamental in not only attempting to collate key information regarding the performance of buildings but also aimed at protecting the short to longer term interests of both St Stephen's and Hampstead Hill School.

Notwithstanding the dates referred to above this matter has been ongoing for some time, with key information being made available to you over the course of the past months for you (and Andrea) to review. Specific reference is made to the likes of technical specifications, risk assessments and method statements in connection with the installation plus of course DBS checks specific to key personnel employed by Wilmott Dixon and their sub-contractors (e.g. Mabey etc.) who would be directly involved with installation of the equipment.

As a consequence of there being a limited response please be advised that by reference to this email this is a final request from the Charity to SSRPT to advise a date for discussions to take place and request [by close of business Friday 5 May '17](#) a date for this meeting to occur during week commencing 8 May. It is with regret that the Charity has to adopt this stance but the continuing lack of co-operation to address the situation leaves the Charity with little option but to consider an alternative solution.

As you will see this email has been copied to Michael Bye, as the Charity knows that the Diocese of London has also sought from you confirmation to a date to discuss installation of the monitoring equipment. Specific reference is made to Michael's correspondence dated 15 and 17 March '17 which Michael kindly copied into the Charity.

The Charity looks forward to hearing from you by the requested timeline.

Peter

**Peter G Owens**  
**Pears Building Project Champion**  
Royal Free Charity  
Pond Street  
London NW3 2QG

Contact Numbers  
Extension: 38765  
Direct: 020 7472 6677

Mobile: 07990 508213

Registered Charity No 1165672 | A Company limited by guarantee | Registered in England and Wales  
No. 09987907

[www.royalfreecharity.org](http://www.royalfreecharity.org)

Follow us on Twitter @RoyalFreeChty

\*\*\*\*\*  
\*\*\*\*\*

This message may contain confidential information. If you are not the intended recipient please inform the sender that you have received the message in error before deleting it. Please do not disclose, copy or distribute information in this e-mail or take any action in relation to its contents. To do so is strictly prohibited and may be unlawful. Thank you for your co-operation.

NHSmMail is the secure email and directory service available for all NHS staff in England and Scotland. NHSmMail is approved for exchanging patient data and other sensitive information with NHSmMail and other accredited email services.

For more information and to find out how you can switch,  
<https://portal.nhs.net/help/joiningnhsmmail>