

Meeting date 18 July 2019

Time 13:00

Issue date 17 July 2019

Venue Soho Place Project Office, 36-38 Hanway Street,  
London, W1T 1UP

Project St. Giles Working Group

## Meeting Agenda

Project No. 23212602

### St. Giles Circus Working Group – 66th Meeting

Agenda		Action
1	TfL update	TfL
2	Update from LBC on ongoing works	LBC
3	Update on WCC involvement in West End Project, Cambridge Circus improvements and Crossrail related activities at TCR	WCC
4	Update on Centre Point works	Almacantar / Multiplex
5	Update on Consolidated development	GT/ Skanska
6	Update on Crossrail works	Crossrail
7	Update on Derwent development and progress on construction logistics	Derwent
8	Update on Illona Rose House development	SRM
9	Update on Royal London Developments	CBRE
10	Traffic orders	All
11	Upcoming works	All
12	Phasing and programme updates	All
13	Project directory update	All
14	Confirm date of next meeting	All
15	Any other business	All

Next meeting – 29 August 2019, Soho Place Project Office, 36-38 Hanway Street, London, W1T 1UP

Meeting date 18 July 2019

## Meeting Minutes

Time 13:00

Issue date 1 August 2019

Attendees James Waite – Almacantar  
Amir Gadwah – CBRE  
Kathryn Ware – CBRE  
Jo Benson – Derwent  
Geordie Prasser – Gardiner and Theobald  
Julian Hamill – Gardiner and Theobald  
Stewart Holmes – Gardiner and Theobald  
Christian Thomas – Laing O'Rourke  
Dave Jenkins – LB Camden  
Rory Gibson – McAlpine  
Sam Royal – McAlpine  
Olawole Musa – TfL  
David Howard – TfL  
Sachin Mandalia – TfL  
David Bowers – Steer  
Francesca Whitfield – Steer

Circulation As above + Bryan Keane (Crossrail), Sara Barker-Owen (G+T), Rob Willis (LBC), Stephanie Dance-Groom (LBC), Gill Rimmer (LBC), Andrew Grant (TfL), Paul Murphy (TfL), David McCandless (TfL), Mark O'Leary (WCC), Neil Keogh (Skanska), Tim Forbes (SRM), David Hallsworth (Centre Point) and Alex Putintsev (Centre Point).

Project St Giles Circus Working Group

Project No. 23212602

### 65<sup>th</sup> St Giles Circus Working Group

#### Action

1. Apologies were received from Neil Keogh (Skanska).
2. **TfL**

Following previous complaints from bus drivers that construction movements were causing congestion, Laing O'Rourke continue to monitor vehicle movements, review traffic management arrangements and liaise with Skanska to coordinate vehicles leaving their site. Laing O'Rourke have concluded that the delays are not solely caused by their own vehicle movements. An internal audit of traffic management has been completed (with minor recommendations) and an external audit by Jacobs is being organised.

TfL confirmed that changes to signalling at the Tottenham Court Road and New Oxford Street junction are not proposed to be revised in order to minimise vehicle congestion. This is because there are currently a high number of pedestrians using the crossing and surrounding streets, so any changes to signal timings to favour vehicles

would reduce pedestrian crossing times, potentially leading to more pedestrians crossing during red man phases.

Bus services 19 & 38 have diverted their routes as part of a two-week trial to reduce congestion around St Giles Circus. The routes will run via Shaftesbury Avenue and Princes Circus, rather than going north up Charing Cross Road.

The water leak caused by the cracked glass walkway has been repaired at Tottenham Court Road station. The barrier at street level around the walkway may be replaced with warning signs, however no solution has been agreed as yet. LUL to confirm who is responsible for cleaning litter in this area.

LUL

### 3. LBC

The West End Project continues to progress well and works continue on Earnshaw St and Gower St.

The handover of St Giles Square is ongoing, with no dates agreed as yet. The screens will be moved on 29 July.

At Easter 2020, Gower Street will begin two-way operation.

Upcoming changes to Cambridge Circus will mean that only buses and cycles will be able to proceed northbound on Charing Cross Road between 07:00 and 20:00. This restriction will be enforced by signage, cameras and possibly a mobile van. This change would contradict three construction management plans.

LBC and WCC to arrange a meeting to discuss the impact of this change and this issue is to be discussed at the next meeting.

LBC/WCC

### 4. WCC

No update.

### 5. Centre Point

The two car lifts and loading bay are in operation with no issues. Multiplex are currently completing snagging around the site.

A façade repair to Centre Point House may necessitate the suspension of bus stands on Earnshaw St. The Centre Point team will speak to TfL if this is required.

### 6. Consolidated

#### *Building A*

- Scaffold around the building is being removed
- Envelope installation ongoing
- Brickwork on rear elevation ongoing
- Internal fit-out ongoing

#### *Building B*

- Internal core partitions being installed
- Internal fit out works ongoing

*Building C*

- Installation of plant screens
- Installation of roof plant
- Brick facade works ongoing

*Building D*

- Installation of roof plant
- Brick facade works ongoing

*Basement*

- Box in Box roof slab complete
- Box in Box mezzanine steel installation ongoing
- Basement M&E plant installation ongoing (in the next 6-8 weeks)

7. **Crossrail**

No update.

8. **Derwent/Soho Place**

Excavation and concrete works in the basement of Site A will continue until the end of 2019. Pre-cast and steel works are taking place in Building B.

A pick-up point/pit lane on Charing Cross Road has been established and is operational. The width of the pit lane could be reduced to improve cyclist safety. Laing O'Rourke will share their plan with the Working Group.

**Laing  
O'Rourke**

There was concern that the timing of the West End Project may conflict with upcoming work. Laing O'Rourke and LBC decided to resolve this outside of the Working Group meeting.

9. **Illona Rose House**

- The final pour of B4 slab will be completed in w/c 22 July.
- The w/c 29 July structural steel work will commence.
- Muckaway is now complete.

Vehicle deliveries are currently dropping in number and will plateau once the steel work commences.

The heras fencing along Manette Street will be converted into timber hoarding, as neighbours do not require access to the site.

The Construction Management Plan was signed off by WCC 2-3 months ago. It was also shared with LBC and TfL, though no response was received. McAlpine will share the consultation details with D. Howard (TfL), as there may be conflicts with LUL Northern Line infrastructure. Up to 50 vehicles per day are expected in early 2020.

**McAlpine**

10. **Royal London Developments/CBRE**

Soft strip activities are ongoing and are due to complete by the end of September. CBRE are currently holding post-tender interviews for demolition, which is due to start in October 2019.

A CMP is currently being developed, but further liaison with TfL is required. The current plan is to utilise Bucknall St and Dyatt St for construction movements. However, this would involve the relocation of a TfL signal box and temporary relocation of a Santander bicycle docking station.

11. **Traffic Orders**

Bucknall St will become a one-way street by 21 July. The signage is currently in place, the white lining is yet to be completed.

LBC are planning to close Earnshaw St in the next month to install a tree. During this time traffic will be diverted down Denmark St and Bucknall St may become two-way with the bus stands on Earnshaw St suspended.

The resurfacing on Museum St should take place before September 2019.

Tower Crane 1 (C. Thomas) to be delivered to Soho Place during the 21/22 September weekend. This requires an application to remove one lane from Oxford St. This is with WCC.

Oxford Street will have a series of closures both eastbound and westbound due to large scale works. TfL to provide further details. *[Post-meeting note, details of works have been provided to the group by TfL].*

LBC are currently reducing road widths around Princes Circus, so there may be increased congestion in the area.

**Next meeting – 13:00, 29 August 2019 at 36 Hanway Street; London, W1T 1UP**

Meeting date 27 June 2019

Time 13:00

Issue date 25 June 2019

Venue Soho Place Project Office, 36-38 Hanway Street,  
London, W1T 1UP

Project St. Giles Working Group

## Meeting Agenda

Project No. 23212602

### St. Giles Circus Working Group – 65th Meeting

Agenda		Action
1	TfL update	TfL
2	Update from LBC on ongoing works	LBC
3	Update on WCC involvement in West End Project, Cambridge Circus improvements and Crossrail related activities at TCR	WCC
4	Update on Centre Point works	Almacantar / Multiplex
5	Update on Consolidated development	GT/ Skanska
6	Update on Crossrail works	Crossrail
7	Update on Derwent development and progress on construction logistics	Derwent
8	Update on Illona Rose House development	SRM
9	Update on Royal London Developments	CBRE
10	Traffic orders	All
11	Upcoming works	All
12	Phasing and programme updates	All
13	Project directory update	All
14	Confirm date of next meeting	All
15	Any other business	All

Next meeting – 25 July 2019, Soho Place Project Office, 36-38 Hanway Street, London, W1T 1UP

Meeting date 27 June 2019

## Meeting Minutes

Time 13:00

Issue date 17 July 2019

Attendees Amir Gadwah – CBRE

Jo Benson – Derwent

Geordie Prasser – Gardiner and Theobald

Daniel Webster – Gardiner and Theobald

Christian Thomas – Laing O’Rourke

Ron Donald – Laing O’Rourke

Dave Jenkins – LB Camden

Olawole Musa – TfL

David Howard – TfL

Sachin Mandalia – TfL

David Bowers – Steer

Francesca Whitfield – Steer

Circulation As above + Dermot Tynan (Crossrail), Sara Barker-Owen (G+T), James Waite (Almacantar), Rob Willis (LBC), Stephanie Dance-Groom (LBC), Gill Rimmer (LBC), Andrew Grant (TfL), Paul Murphy (TfL), David McCandless (TfL), Mark O’Leary (WCC), Neil Keogh (Skanska), Tim Forbes (SRM), Sam Royal (SRM), Kathryn Ware (CBRE), David Hallsworth (Centrepont), Alex Putintsev (Centrepont) and Stewart Holmes (Gardiner and Theobald).

Project St Giles Circus Working Group

Project No. 23212602

## 65<sup>th</sup> St Giles Circus Working Group

### Action

1. Apologies were received from Neil Keogh, Sam Royal and Stephanie Dance-Groom.
2. **TfL**  
Bus congestion has been reported recently around St Giles Circus and potential causes were investigated by Laing O’Rourke. In recent days, Tottenham Court Road had not been exit blocked northbound and the bus congestion was possibly related to the temporary closure of Southampton Row. The introduction of a cycle stage halfway up Tottenham Court Road was also thought to have affected northbound capacity. Laing O’Rourke have changed the ways of working and provided data on their traffic movements. They have commissioned a report to understand how their site is operating to ensure compliance with best practice and receive recommendations for

potential improvements. Laing O'Rourke are also scheduling a Stage 3 Road Safety Audit of the access arrangements.

Laing O'Rourke are also working with Skanska to ensure two vehicles don't exit the different sites at the same time. From the end of August, the number of deliveries will begin to reduce, as works have been brought forward. The pit lane for the Derwent site will be open from Monday (01 July).

The right hand turn for northbound traffic at Cambridge Circus turn was implemented on 21 June providing more flexibility for drivers in choice of routes.

TFL

The glass walkway above Tottenham Court Road Station has been cordoned off following an accident. The buildings operations manager is currently looking for anti-slip transparent material to replace/cover the existing material. TfL will provide an update when progress has been made.

### 3. LBC

The West End Project works are progressing down Gower St and one lane of traffic will remain open at all times.

The paving at St Giles Square is complete, except for the area at New Oxford St, which should be completed by Saturday (29 June).

There have been two accidents on Tottenham Court Road southbound. Two pedestrians have stepped out and been struck by a moving bus. The pedestrian warning signs have been reinstated until further notice. There is ongoing monitoring of Tottenham Court Road to understand whether the two-way system is functioning well.

The handover of St Giles square is not yet agreed. There is no current deadline there will most likely be a phased handover.

### 4. WCC

No update.

### 5. Centre Point

Multiplex are understood to have achieved Practical Completion of their works.

### 6. Consolidated

#### *Building A*

- Stone cladding progressing and scaffold around the building is being removed
- Envelope installation commenced
- Brickwork on rear elevation ongoing

#### *Building B*

- Internal core partitions being installed
- Curtain wall installation to commence on roof level

#### *Building C*

- Roofing works ongoing
- Brick facade works to commence



*Building D*

- M&E installation ongoing in risers and plant room

*Basement*

- Box in box construction ongoing
- Basement blockwork ongoing
- M&E installation is ongoing.

7. **Crossrail**

No update.

8. **Derwent/Soho Place**

The excavation and demolition of existing structure is ongoing in Building A until end of August.

Building B (Sutton Row and Goslett Yard) - steel work erection is ongoing until the end of 2019, including superstructure, steel work metal decking and pre-cast.

The pit lane will be operational from Monday (01 July).

The Oxford St pit lane will be in operation next year.

Scaffolding will be erected in October, between 00:00-05:00.

9. **Illona Rose House**

The B4 Pour on the West Side is continuing, and the jump form of the core has commenced.

Attendees have requested to view the CMP for Illona Rose House.

Steer

10. **Royal London Developments/CBRE**

The Stage 4 design is due to be complete by the end of July.

The demolition and sub-structure contract tender will be complete in a few weeks.

CBRE have met with Maxim from LBC to discuss the movement of TfL and Virgin Media boxes and to discuss the Construction Management Plan and location and operation of pit lanes.

Demolition will commence in October 2019 and will affect three bus routes as well as needing the closure of Bucknall St (November 2019-Q4 2021) and Dyott St.

A point of escape onto New Oxford St may be required, but there is still expected to be sufficient space for pedestrian movements.

Bucknall St will be one-way eastbound from 13 July eastbound.

11. **Traffic Orders**

There will be a temporary closure of either Denmark St or Earnshaw St for a couple of days to enable trees to be delivered. LBC are seeking ensure coordination with TfL and will confirm timings of the proposed closure at a later date.

There will be road resurfacing on Museum St. This is on hold pending the arrival of 5G cabling but should take place before the end of August.

12. **AOB**

Steer to remove Ruoyun Gao from the project directory, as she no longer works at TfL.

To schedule next meeting for 18 July, rather than 25 July.

Steer

**Next meeting – 13:00, 18 July 2019, 36 Hanway Street; W1T 1UP**

Meeting date 06 June 2019

Time 13:00

Issue date 05 June 2019

Venue Soho Place Project Office, 36-38 Hanway Street,  
London, W1T 1UP

Project St. Giles Working Group

## Meeting Agenda

Project No. 23212602

### St. Giles Circus Working Group – 64th Meeting

Agenda		Action
1	TfL update	TfL
2	Update from LBC on ongoing works	LBC
3	Update on WCC involvement in West End Project, Cambridge Circus improvements and Crossrail related activities at TCR	WCC
4	Update on Centre Point works	Almacantar / Multiplex
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10	Traffic orders	All
11	Upcoming works	All
12	Phasing and programme updates	All
13	Project directory update	All
14	Confirm date of next meeting	All
15	Any other business	All

Next meeting – 27 June 2019, Soho Place Project Office, 36-38 Hanway Street, London, W1T 1UP

Meeting date 25 April 2019

Time 13.00

Issue date 9 May 2019

Attendees Gwyn Edwards – Laing O’Rourke  
Christian Thomas – Laing O’Rourke  
Dave Jenkins – LB Camden  
Jo Benson – Derwent  
Geordie Prasser – Gardiner and Theobald  
David Howard – TfL  
Olawole Musa – TfL  
David Bowers – Steer  
Francesca Whitfield – Steer

## Meeting Minutes

Circulation As above + David Hallsworth (Centrepont), Alex Putintsev (Centrepont), Dermot Tynan (Crossrail), Sara Barker-Owen (G+T), Daniel Webster (G+T) Stewart Holmes (G+T), James Waite (Almacantar) David Jenkins (LBC), Rob Willis (LBC), Stephanie Dance-Groom (LBC), Gill Rimmer (LBC), Tim Forbes (SRM) Andrew Grant (TfL), Paul Murphy (TfL), David McCandless (TfL), Ruoyun Gao (TfL), Neil Keogh (Skanska), Mark O’Leary (WCC), Sam Royal (SRM), Amir Gadwah (CBRE) and Kathryn Ware (CBRE).

Project St Giles Circus Working Group

Project No. 23212602

### 63<sup>rd</sup> St Giles Circus Working Group

#### Action

1. Apologies were received from Sam Royal, Paul Murphy, Stewart Holmes and Mark O’Leary.
2. **TfL**  
Tottenham Court Road was opened to two-way bus flows over the Easter holiday following a bus test on 20 April. TfL has no major concerns so far over the two-way operation of the road. Cones and signage have been placed on the road to alert drivers and pedestrians to the changes and these will remain in place for at last one week. Posters have also been placed in Tottenham Court Road station to alert pedestrians of the change in traffic direction. Monitoring of traffic flows is ongoing.
3. **LBC**  
The works to convert Tottenham Court Road to two-way operation were completed on schedule. On Tottenham Court Road Eurovia has put down some temporary road

markings. These differ from the original plans and there is some minor snagging work remaining.

LBC is aiming to complete works on Gale St and change Gower street to two-way traffic by Christmas 2019 (although it is noted that this is a demanding deadline). The work around St Giles Square will last a further three weeks. Laying of the paving stones around Centrepont is not yet complete and LBC is awaiting final granite to complete the southern section. The northbound right turn at Cambridge Circus is ready for implementation and this is expected in the next month.

In general, attendees considered there had been a good sharing of information by LBC about the changes to Tottenham Court Road and this had helped the scheme be successfully implemented on time.

4. **WCC**

Post-meeting update from Mark O’Leary: Please read the attached information for Pride event in July. Oxford Street will be closed overnight from TCR to Oxford Circus on the night of the 19 May from 2200hrs until 0600hrs.

5. **Centre Point**

Nothing reported.

6. **Consolidated**

Nothing reported.

7. **Crossrail**

Goslett Yard is now operating as shared delivery area with local businesses. A press release was expected in the next few days concerning the opening date of Crossrail. [Post-meeting note: Crossrail central section now expected to open in the period October 2020 to Spring 2021.]

8. **Derwent/Soho Place**

Piling will be completed by mid to early May. The piling rig will be removed out-of-hours. No closure of Oxford Street will be required, unless the rig cannot be loaded on-site.

UKPN cable works have been completed and the covered pedestrian walkway is in place.

Muck-away is now occurring from 07:00. From 20 May the structural steel work commences which will result in movements of large lorries.

A loading bay on Charing Cross Road northbound is planned to open in June to provide a pick-up point for the site. The kerb is to be lowered to allow safe passage for the vehicles. Vertical concrete barriers will be on the road side and 9ft fencing will be provided. Laing O’Rourke will be submitting a traffic management request to WCC. There had been a leak into the Tottenham Court Road Underground station. This was due to pressure jetting and was quickly resolved.

A gantry is to be delivered in June and a cantilevered structure over the footway is proposed. This may require an overnight lane closure of Charing Cross Road.

The UKPN work to move a cable in the footway was completed on 18 April.

Laing  
O’Rourke

9. **Illona Rose House**

Post-meeting update from Sam Royal:

- SRM commenced contracted works on the 7 May as planned.
- Erection of TC2: Weekend 25/05/2019 – 26/05/2019.

- Back-up weekend for the Erection of TC2: 01/06/2019 – 02/06/2019.
- Erection of TC1: Weekend 08/06/2019 – 09/06/2019.
- Back-up weekend for Erection of TC1: 15/06/2019 – 16/06/2019.
- Pile caps and B4 slab pours will commence this week and continue throughout the month.

Attendance to be requested at next meeting because of interaction with other projects. It was queried whether the Construction Logistics Plan was approved by WCC – SRM to confirm.

SRM

10. **Traffic Orders**

LBC reported that Bucknall St will be converted to one-way west to east operation over the next few weeks.

11. **AOB**

Post meeting note: Representatives from the Castlewood House development have been invited to the next meeting to share information about the implementation of their scheme.

**Next meeting – 13:00, 6 June 2019, Soho Place Project Office, 36-38 Hanway Street, London, W1T 1UP**