

**CHALCOTS WORKS GROUP (CWG) NOTES AND ACTIONS 18.12.2019****Attendees**

Hasan Shah (HS) Mandy Ryan (MR) Paula Schofield (PS) Cllr Steve Adams (SA) Paul Urquhart (PU) Lawrence Nicholson (LN) Nigel Rumble (NR) Sally Kikaya (SK) Vic Crueger (VC) Kirk King (KK) Michael Brazil (MB) Astrid Kjellberg-Obst (AKO) Donna Peters (DP) Abdul Khalique (AK)

Notes	Action	Due by
<p><b>Apologies</b></p> <ul style="list-style-type: none"> <li>Apologies were received from Cllr Tom Simon and Matt Jenkins</li> </ul>		
<p><b>Announcements.</b></p> <ul style="list-style-type: none"> <li>Congratulations to the committee that put on the Chalcots festive party</li> <li>Some feedback from 'getting to know you and your home' appointments.</li> <li>Some residents are still unclear on what sills will be dropped and what radiators will be moved, especially Blashford. LBC will update the residents through further engagement and in the upcoming resident handbook.</li> <li>There have been queries about repairs to cracks. This will be done in the final phase of the major works.</li> </ul> <p><i>Scaffolding</i></p> <ul style="list-style-type: none"> <li>TRA recall that previously in the fortnight prior to Christmas, major works shut down but now there are still works happening on the estate.</li> <li>The current work being undertaken is to stabilise the hoists. The underpropping of the scaffolding cannot be installed in the bad weather so that will be put on hold until the New Year.</li> <li>Scaffolding is blocking windows and TRA are concerned if scaffolding continues to be built, then it will affect all the upper windows too. LBC updated that the issue at Taplow has been addressed but Bray ones still need to be addressed.</li> <li>The Wates team will look at the alignment of the scaffolding. LBC are looking to hire two more Quality Inspectors (QI) so there will be a dedicated QI for each block.</li> <li>A TRA member mentioned that high winds may cause the scaffolding make high frequency noises and can share a video of this. Will the shrouding help to dampen that? The noise may be quite distracting in the night. Wates responded that the mesh will help but Wates will look into any other options to reduce noise from the wind.</li> </ul> <p><i>Sewer issues.</i></p> <ul style="list-style-type: none"> <li>Concerns about flooding but visit did not identify any blocked drains. LBC has put in for a drainage check on 24<sup>th</sup> for all the blocks. Wates has had a condition survey including jetting of the drains which seem to be working.</li> <li>During the major works all of the issues will be fixed but in the interim, the repairs team will come out for emergency repairs</li> </ul>		
<p><b>Update BRE and telephone survey</b></p> <ul style="list-style-type: none"> <li>An interim update on the telephone survey was discussed and it was agreed that in a January CWG meeting, there can be a workshop to see where feedback can be actioned</li> <li>The BRE report has just arrived but needs to go through senior level clearing. The TRA asked to be given a hard copy of the report.</li> </ul>		

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<ul style="list-style-type: none"> <li>There is also a plan to have a meeting with the Cllrs.</li> </ul>		
<p><b>Design updates including latest kitchen window.</b></p> <ul style="list-style-type: none"> <li>Kitchen windows - on ventilation, the tilt only option meets the criteria. The louvre/grill discussed in previous meeting is not an option and resident feedback was taken into consideration.</li> <li>TRA keen to have attendance from design team - AK now that we have the near final BRE report we can then have a meeting with design team reps in attendance in early 2020</li> </ul>		
<p><b>Emergency set up over Christmas and New Year</b></p> <ul style="list-style-type: none"> <li>The TRA asked what is going to happen before the holidays with the scaffolding. Also, the storage need to be moved so that there is access.</li> <li>Wates will look into the concern raised. Setting for the hoists is all that will be done before the holidays</li> </ul>		
<p><b>Double Yellow Lines outside Chalcots building</b></p> <ul style="list-style-type: none"> <li>LBC are looking at putting in single yellow early in the New Year.</li> <li>Signage will be put up allowing people to park outside loading and unloading requirements</li> <li>LBC are looking at additional parking bays.</li> </ul>		
<p><b>Any other works related issues and concerns.</b></p> <p>The Quality Inspectors updated the meeting.</p> <ul style="list-style-type: none"> <li>There will be QI drop-in for each block. Posters will be put up and information will be put in the newsletter</li> <li>If QI see an issue they do have a duty to report but the issue will go to maintenance to be resolved</li> <li>A few Dorney issues have been raised and Camden is working with TRA to resolve them</li> <li>A few leak issues are being tackled by the repairs team</li> <li>Works engagement was slow initially but has improved which has helped with getting access for outstanding phase 2 works.</li> <li>There have been a few more tours of the show flat and these help to identify issues and get appointments booked.</li> <li>Meetings with the repairs team and the complaints team help to look at resolving issues</li> <li>The TRA asked whether there is a record of the number of outstanding phase 2 works. Visits are being logged to be able to see the progress. Totals can be shared at the CWG meeting as an update.</li> </ul>		
<p><b>Camden Chalcots Project team</b></p> <p>The project will be moving from project planning to project delivery. Team updates include;</p> <ul style="list-style-type: none"> <li>Two more QIs and a team manager to be recruited to help with full tracking, compliance and quality control of the works.</li> <li>There will be a contract manager to make sure that everything is going how we expect including cost, timelines, standards and resident satisfaction with the works delivery</li> <li>The resident consultation lead role is being turned into a resident engagement manager role that will build a clear and accessible resident engagement</li> </ul>		

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<p>framework and will be forging close area focused working practices with teams delivering the business as usual activity.</p> <ul style="list-style-type: none"> <li>Donna Peters is leaving Camden and this will be her last CWG</li> <li>Camden confirmed that there will be an update on contract signing in the New Year.</li> </ul>		
<p><b>Block by block issues</b></p> <ul style="list-style-type: none"> <li>The access ramps around the scaffolding do not work for mobility scooters, wheel chairs and trolleys. LBC have raised the issue and Wates are looking into it.</li> <li>Noted that the group has previously discussed future proofing in relation to overheating. What about when it's really cold? Especially if you're on a corner property with more external walls. What does this mean for radiator options? TRA have asked for BTU values a few times.</li> <li><a href="#">At the December Hampstead DMC [link]</a>, a Chalcots resident asked if the works are essential or non-essential. LBC will prepare a formal response.</li> <li>There have been incidents at Bray and Dorney because of the scaffold layout and lighting issues. Can there be a reporting process?</li> <li>The key fob is behind the poles in Bray and difficult to reach. Camden and Wates will check this.</li> <li>Wates asked what the CWG want from Wates at the meetings. <ul style="list-style-type: none"> <li>Regular works briefings.</li> <li>Timely updates when there are changes on the programme</li> <li>Dashboard of works progress / contractors report</li> </ul> </li> <li>Residents should keep letting Camden and Wates know when issues arise.</li> </ul>	<p>LBC</p> <p>LBC and Wates</p>	