

MINUTES

Cartwright Gardens Community Liaison Meeting (CLG)

Tuesday 9th September 2014, 19:00hrs - 21:00hrs

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| Chair: | Bob McIntyre | Judd Street/Business |
| Committee: | Gajan Raj | Hotel Representative |
| | Debbie Radcliffe | BCAAC/ Local Resident |
| | Tony Tugnutt | BCAAC |
| | James Laing | Church Representative |
| | Nigel Kemp | Business Representative |
| | Elizabeth Paul | Sinclair Sandwich Thanet |
| | Steve Cowan | Sinclair Sandwich Thanet |
| | David Berry | CLG Liaison Officer/UPP |
| | David Stephens | U of L Representative |
| | Paul Cockle | Crescent Hotel Representative |
| | Gareth Maer | Marchmont Association |

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| Attendees: | Andrew Richardson | Brookfield Multiplex |
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Observers

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| Glen Fenemore-Jones | Local Resident |
| Andrew Baster | Local Resident |
| Libby Giddings | UPP |

Apologies:

Distribution: All of the above

1.0 Introductions and apologies

- 1.1. Bob McIntyre assumed the role of Chair of the CLG.
- 1.2. Bob McIntyre invited the guests in the room to introduce themselves. .

2.0 Action from the Meeting held on 19 June 2014

- 2.1. David Berry detailed the progress of the actions from the meeting held on the 19th June 2014. It was concluded that Action 2.8 *“project team to review the wording in the CMP on vehicle access and egress of the site with the view of making it stronger”* has been completed. Action 2.21 *“Include within the CMP a map of where the vehicles can wait”* has been completed. Action 2.25 *“Project team to add a paragraph on newsletters and updates to the CMP”* has been completed. Action 3.15 *“Upload the presentation to the CLG Website”* has been completed.

- 2.2. Bob McIntyre highlighted that at the last meeting the CLG felt displeasure from the behaviour of a UPP attendee. Bob McIntyre stated that the CLG has been invited to feedback on the CMP before it was sent to the council, however this was disregarded without consideration.

Bob McIntyre asked for members of the CLG to vote on a motion of censure as the CLG provided feedback on the CMP, which was not considered and the attitude of the UPP attendee.

David Berry highlight that all comments from the CLG were taken into consideration and where appropriate amendments were made to the CMP.

- 2.3. Elizabeth Paul requested how the CMP was amended.

David Berry stated that version 5 of the CMP was amended to reflect the actions which arose from the meeting held on 19th June 2014.

Bob McIntyre suggested that no significant changes would be made. David Berry disagreed and stated that changes were made.

- 2.4. Bob McIntyre suggested that a vote was taken on the motion of censure.

Steve Cowan commented that the position to send the CMP for approval was supported by a Council Representative. Steve Cowan agreed that there is some strength in what Bob McIntyre is saying, but it represent only part of the situation. Steve Cowan stated that he abstains from the vote on the motion of censure. James Laing made clear that he would abstain from the initially proposed motion of censure, as he agreed with Steve Cowan about the Council Representative’s comments. James Laing stated that despite the UPP director’s comments, the CMP has in fact been changed following the CLG 19 June meeting, to reflect many of the CLG’s concerns; and furthermore that many of the ways of working of the contractor since the project started in July.

Paul Cockle stated that he abstains from the vote on the motion of censure.

Debbie Radcliffe stated that she thought it was unhelpful and unfortunate that a Director of UPP did not care and would pass the CMP through. Debbie Radcliffe and John Hartley felt insulted that a Director of UPP did not listen, however Debbie Radcliff agreed that there has been some movement. James Laing added that he felt offended by the manor of the UPP member of staff.

Bob McIntyre requested that the CLG took a vote on the motion of censure.

Five members of the CLG, voted on a motion of censure as the CLG were encouraged to prepare feedback on the CMP for the 19th June meeting and were informed that the feedback would be ignored.

- 2.5. Paul Cockle stated that the CMP documents are live and there was a time limited that needed to be met. Paul Cockle questioned at what stage we are at with the CMP and questioned if it is still being edited. Andrew Richardson responded that works are being carried out in line with version 5 of the CMP. The CMP will only be amended should there be fundamental changes, in which case the revised version of the CMP will go to Camden Council for approval. Paul Cockle questioned whether the CLG can assume version 5 of the CMP has had the approval of Camden Council. Andrew Richardson confirmed Paul Cockle's statement was correct.

Paul Cockle stated that it would be useful to know what Camden Council have approved and rejected. Andrew Richardson quoted a section of the CMP on the dialogue between Brookfield Multiplex and Camden Council.

Paul Cockle questioned whether there will be a version 5.1, version 5.2 etc for every minor change. Andrew Richardson responded that there have been several reviews of the CMP by various stakeholders and highlighted that version 5 of the CMP is the ultimate documents at a moment in time, any changes discuss with Camden Council would be forward to the CLG out of courtesy.

James Laing asked for clarification that only unforeseen changes would be made to the CMP. Andrew Richardson responded that if the CMP changes fundamentally this will be discussed with the CLG.

3.0 Noise and Dust nuisance to Sandwich house, window cleaning, dust monitoring records

- 3.1. Bob McIntyre addressed Steve to raise his opinions.
- 3.2. Steve Cowan noted that he sent David Berry an email in July which he has received a reply to. David Berry apologised for the delayed response and explained he was away.
- 3.3. Steve Cowan commented that he sent an email today and suggested that he doesn't not want to cover all the points he raised in the email during the this meeting. Steve Cowan stated he would like to discuss the equipment which is located on Sandwich Street. Andrew Richardson stated there are photograph of each point relevant to the drawing and agreed to send these details to the CLG. **ACTION: Andrew Richardson to circulate the photographs of each point relevant to the drawings to the CLG.**

3.4. Steve Cowan highlighted that the monitoring stations are North of the demolition site at Hughes Parry Hall and suggested that in this location they could be producing inaccurate readings. Andrew Richardson stated that there are three types of monitoring station, noise, dust and vibration. Steve Cowan highlighted on the diagram that the monitoring stations are not opposite Hughes Parry Hall. Andrew Richardson stated that the agreement with the environmental surveyor was to locate the monitoring stations in the ten various locations. Steve Cowan questioned whether it would be difficult to move the monitoring station. Andrew Richardson responded that it would be difficult and that Camden Council have been advised where the monitoring stations are placed, which comply with the best practice guide.

3.5. Bob McIntyre questioned that dust levels must have exceeded the limit for a visit from Camden Council to have taken place and referred to an email. Andrew Richardson stated that Brookfield Multiplex have been liaising with Camden Council. In the event where one section was being broken it was agreed to stop works until more dampening was brought into the process.

Elizabeth Paul stated that dust is currently chomping across at their building and that the monitoring station is around the corner. Andrew Richardson highlighted that Brookfield Multiplex are not the only activity taking place in that area. Brookfield Multiplex agreed to instigate further measures, which have been incorporated and Camden Council are satisfied. Elizabeth Paul questioned whether Andrew Richardson was referring to the NUT building. Andrew Richardson's response was yes.

3.6. Bob McIntyre referred to an email on 2nd September from Councillor Simpson. Andrew Richardson clarified that there have been 2 visits during the demolition, one in relation to dust and one in relation to exhaust fumes. Andrew Richardson provided details that the exhaust fumes were subsequent to a breakdown on plant equipment, causing the fumes to be greater than the acceptable level. Particle filters were then added to the equipment, which was then tested. The filters were not adequate at which point the broken plant was replaced.

Andrew Richardson added that Brookfield Multiplex are working within the criteria of the plan and highlighted that they want to ensure there is communication between the CLG, Camden Council and Brookfield Multiplex.

Steve Cowan asked Andrew Richardson in that context would it be possible to release the monitoring record as they are within the limits. Andrew Richardson responded that was ok.

3.7. Glen Fenemore-Jones agreed that fumes have occurred. Glen Fenemore-Jones also questioned whether there was an earthquake earlier in the day as her chair moved and requested for the vibrations records to be checked between 13:10 and 13:15 as she is on the fourth floor and experienced movement. Andrew Richardson agreed to check the vibration monitoring records between 13:10 and 13:15 on 9th September 2014.

ACTION: Andrew Richardson to check the vibration records between 13:10 and 13:15 on 9th September 2014.

Steve Cowan also requested a copy of the records.

Paul Cockle suggested that moving the monitors would not be the correct approach and suggested there is an advantage of having the records so the CLG

can compare what they are experiencing with what the monitors are recording. Andrew Richardson agreed to release the records.

ACTION: Andrew Richardson to send the CLG the monitored records.

- 3.8. Elizabeth Paul questioned whether Sandwich House would be protected from the dust when the demolition starts on the Canterbury and York building. Andrew Richardson stated that encapsulation of the building is taking place currently and provided details of the protected area.
- 3.9. Glen Fenemore-Jones suggested that perhaps the vibrations she has previously experienced were a skip crashing down onto the ground.
- 3.10. Bob McIntyre suggested the individuals keep a record of anything untoward occurring.
- 3.11. Bob McIntyre highlighted that Councillor Simpson made a request for windows cleaning to occur. Paul Cockle stated that the CLG would receive £2000 every six months for the duration of the construction project to invest in window cleaning. David Berry agreed and stated that the CLG can organise the window cleaning as they see fit.

Gareth Maeer questioned what areas are included within the £2000. David Berry stated that the figure was based on all properties facing the construction project but it's at discretion of the CLG.

Elizabeth Paul request that the CLG consider using some of the funding to window clean Sandwich House once the major block has been demolished.

James Laing questioned whether the £2000 is for one block of cleaning. David Berry reiterated that the £2000 to be spent on window cleaning is a decision to be made by the CLG.

Steve Cowan questioned whether the £2000 was for the whole duration. David Berry responded that £2000 will be provided every 6 months for the duration of the construction period.

- 3.12. Steve Cowan stated that he had been wondering if there is a compensation package if dust did exceed the levels. Steve Cowan then raised a question on asbestos and requested to see the asbestos reports. Andrew Richardson stated that he understands the concerns regarding asbestos but highlighted that the report details circa 30 pages of laboratory reports.

Bob McIntyre requested that Andrew Richardson would send Steve Cowan the asbestos laboratory report. Andrew Richardson agreed to do so.

ACTION: Andrew Richardson to send the asbestos laboratory report to Steve Cowan.

4.0 Dangerous and noisy vehicle movement on Sandwich street

- 4.1. Elizabeth Paul highlighted that she has received complaints from residents, as vehicles are accessing the site thorough Sandwich Street. Andrew Richardson responded that soon the vehicles will be accessing the site only from Cartwright Gardens. Elizabeth Paul highlighted that the residents will be happy to hear this.

Andrew Richardson also highlighted that nearly every scaffold lorry, which Brookfield Multiplex have received deliveries from, has not used Sandwich Street. Brookfield Multiplex have been craning the scaffolding over the building. Elizabeth Paul thanked Andrew Richardson for these efforts.

- 4.2. Paul Cockle suggested that on the crescent and the chord junction the barrier should be moved back slightly as that corner may not be safe. Paul Cockle explained that drivers who are aware that works are taking place are taking the Leigh Street junction too quickly as they believe there is no traffic. James Laing added that he has noticed similar behaviour on Hastings Street. Paul Cockle commented that he has been keeping an eye on the junction and people are ignoring signs.
- 4.3. Debbie Radcliffe stated that she has made an observation that taxis are starting to avoid the area. Tony Tugnutt disagreed and stated that Burton Street has not been quieter.
- 4.4. Steve Cowan commented that the area is well marshalled with banksmen.
- 4.5. Gajan Raj requested that all barriers are taken away when the road is open. Gajan Raj detailed that barriers have remained on the pavement, which gives the illusion that the road is not open, which is not good from a business perspective. Andrew Richardson stated that there are management staff on site between 08:00 till 18:00 Monday to Friday and between 08:00 till 13:00 on Saturday. However, security are working outside of these hours, if there is a problem please do not approach the site, please use the Brookfield Multiplex emergency contact number.
- 4.6. Gareth Maer highlighted that mental work has to be applied to establish which estimated vehicles are shown to be using each route and requested that street names are used opposed to a string of numbers. Andrew Richardson agreed that Brookfield Multiplex can provide this information.
ACTION: Andrew Richardson to amend the road numbers to street names in the documents detailing estimates of vehicles using routes.
- 4.7. Bob McIntyre addressed the group to discuss any further matters relating to vehicles movement on Sandwich Street. There were no further comments to be made.

5.0 Open Space Management Plan

- 5.1. David Berry circulated Version 4.3 of the Open Space Management Plan (OSMP) and explained he has been in discussion with the Hoteliers as Paul Cockle did not think he would be able to attend this meeting.
- 5.2. Bob McIntyre questioned the current status of Version 4.3 of the Open Space Management Plan. David Berry explained that it reflects the feedback which has been provided, but is awaiting drawings, feedback from the CLG on their benches and bins preference and any other comments from the group. A Version 5 will be released with the inclusion of all the diagrams and reasonable comments. David Berry also clarified that going forward the Open Space Management Plan can be amended as we develop.

- 5.3. Paul Cockle highlighted that Version 4.3 incorporates a lot of the statements the CLG have made. Paul Cockle explained that the introduction includes a statement of principle, which is similar to a mission statement.

Paul Cockle explained the previously the CLG has requested a more detailed version of the SLA should the funds run out. Paul Cockle explained that during his conversion with David Berry it was agreed the UPP will produce an annual maintenance plan which will be shown to the CLG. Paul Cockle believes this is a practical way to work. David Berry clarified that additional wording has been added to the OSMP on this subject.

- 5.4. Debbie Radcliffe questioned whether budgeting is included. Paul Cockle explained that it is UPP's responsibility to carry out maintenance to the specification of the SLA. David Berry explained that if the expected funding is incorrect the SPV will still carry out the required tasks to the required standards as it is an output specification.

- 5.5. Tony Tugnutt highlighted that there is no reference to the historic context of the gardens. David Berry responded that if the CLG could provide some wording of the history of the gardens this could be considered for inclusion within the OSMP.
ACTION: The CLG to provide David Berry with some working on the history of the gardens.

Paul Cockle stated that there should be details on the history of the gardens displayed on the notice board. Paul Cockle confirmed this has been added into the OSMP.

- 5.6. David Berry provided details of the points he has covered with the Hotelier representatives.

1.1 – Access routes, the wording “These measures increase and improve the accessibility to the Gardens” has been removed.

- 5.7. 1.6 – Furniture, this section has been amended and includes wording on the notice boards stating no team games without authorisation. Tony Tugnutt questioned whether the wording can state no ball games. David Berry explained this is not possible because of the tennis courts.

- 5.8. Bob McIntyre requested that the point stating “no alcohol” is extended to include “no illegal drugs”. Bob McIntyre stated that it is the standard wording by Camden Council. David Berry responded that wording can amend to state “no alcohol or illegal drugs”.

ACTION: David Berry to amend the working on no alcohol to include “or illegal drugs”.

- 5.9. David Berry stated that the wording on the tennis courts has been amended to explain why the CLG have requested the four tennis courts. Debbie Radcliffe requested further wording detailing the history of the tennis courts.

Elizabeth Paul stated that the tennis courts have been in the gardens since 1910. Debbie Radcliffe disagreed that 1910 was the correct date. The CLG discussed the history of the tennis courts. The CLG could not conclude what date the tennis courts were built in the gardens.

David Berry agreed to include a line about the history of the tennis courts.

ACTION: David Berry to include a line on the history of the tennis courts to the 'notes on Tennis Courts' section of the OSMP.

- 5.10. Tony Tugnutt explained that he does not understand the second paragraph under the section 'notes on the Tennis Courts'. Paul Cockle questioned if the number of tennis courts is still under discussion.

David Berry agreed to remove the second paragraph under section 'notes on Tennis Courts' subject to CBRE approval.

ACTION: David Berry to discuss the removal of the second paragraph under section 'notes on Tennis Courts' with CBRE.

- 5.11. Bob McIntyre questioned what the status of application for 4 tennis courts is. David Berry confirmed that Amend Peck has agreed for four tennis courts to remain within the gardens. Bob McIntyre requested for David Berry to forward the email from Amanda Peck to the CLG. David Berry agreed to forward the email from Amanda Peck regarding the tennis courts.

ACTION: David Berry to forward the email from Amanda Peck regarding the tennis courts.

Nigel Kemp questioned why the two tennis courts were suggested. David Stephens explained this was a request from Camden Council.

- 5.12. 2.1 – provisions for cleaning and securing the Public Area. A sentence has been added regarding the removal of dog waste.

- 5.13. 2.2 – Maintaining the physical measures following construction. In the fourth paragraph an additional sentence has been included stating that the annual planned maintenance schedule will include the seasonal frequency of maintenance and routine tasks. David Berry also reiterated that the maintenance of the gardens is managed on an output specification.

Nigel Kemp suggested that the garden maintenance would be looked at in a different way if it was maintained by a Gardener. David Berry highlighted that a Gardener will be working in the gardens. David Stephens added that there will be some elements of the garden maintenance which the University of London will still manage.

Debbie Radcliffe questioned whether there are details of the Gardener in the OSMP. David Berry confirmed there are not details of the Gardener in the OSMP as they are covered in the staffing structure. David Stephens added that you cannot add staffing specifications into the OSMP as the contract is an output specification.

- 5.14. Tony Tugnutt suggested that it would be useful to include details of actions if anti-social behaviour occurs within the gardens. David Berry stated that this has been added to section 4.

- 5.15. David Berry highlighted that under Section 5 Charging Mechanism, additional wording has been added detailing that proof of address is required.

- 5.16. Bob McIntyre suggested that the catchment area should be more centred on Cartwright Gardens. David Berry responded that the area detailed is the area which was requested by the CLG. Bob McIntyre stated that the area is not centred.

Debbie Radcliffe suggested that the diagram should be based on the history. David Berry and David Stephens stated that the area has been determined from the guidance previously provided by the CLG. Bob McIntyre suggested that the area is centred more on Cartwright Gardens. David Berry stated that the area should not be based on the numbers of people who play tennis but on those who qualify for discount. David Berry agreed to amend the area if the CLG can provide details of the area they would like included. Tony Tugnutt suggested that Marchmont Street should not be included within the area. David Stephens stated that the area was added as agreed by the CLG at the time.

Bob McIntyre called for this to be discussed, by the CLG outside of this meeting.

ACTION: The CLG to discuss the catchment area for a 50% reduction on tennis fees and provide David Berry with details of the area.

- 5.17. Elizabeth Paul questioned what has happen to the details in Section 6. Elizabeth Paul questioned why the number of events which can be held within the gardens has increased. David Berry clarified that the number of events has not changed. Paul Cockle added that the only change which has been made is the detail stating that only the main entrance to the gardens can be used for private events.
- 5.18. David Berry stated that the final drawings in Section 8 need to be included.
- 5.19. David Berry asked the CLG to provide their views on the bench options which have been proposed. Tony Tugnutt commented that he thinks the benches look horrible. Elizabeth Paul requested for fancier benches and quoted that the Regents Park benches are plain bench with a wooden arm down the middle. David Berry stated that the benches will need agreement from Camden Council.

Bob McIntyre questioned whether the CLG can send some picture to David Berry for an idea of what they would like. David Berry explained that these pictures would have to go to the Project Team to make a decision, but agreed to pass them forward to the Project Team.

ACTION: The CLG to provide David Berry with pictures of the preferred benches they would like placed in the gardens.

Paul Cockle confirmed that the CLG have agreed their preference is a bench with an arm down the middle.

Gareth Maer and Elizabeth Paul discussed the benches on Judd Street in further detail.

Elizabeth Paul suggested that the benches should be in line with the history of the garden.

- 5.20. David Berry asked the group to express the preference on the bins detailed in an email he had circulated.

Tony Tugnutt questioned the wording under section 11.1.3 of the SLA. David Berry explained that this section forms part of the contract and cannot be amended.

David Berry agreed to re-issue the bins drawings for feedback from the CLG.

ACTION: David Berry to re-issue the bins diagrams.

ACTION: CLG to provide David Berry with feedback on the bin diagrams detailing their preference.

Debbie Radcliffe stated that the bins should be in theme with the benches.

- 5.21. David Berry emphasised that there is a deadline for submitting the bench and bin choices to Camden Council. Bob McIntyre requested to know the date of the submission deadline. David Berry agreed to provide Bob McIntyre with a date before which the CLG need to provide their preferences.

ACTION: David Berry to provide the CLG with a deadline.

Debbie Radcliffe questioned why the decision has to be made so early. David Berry responded that the council would like a proposal.

- 5.22. Paul Cockle questioned whether the table of various exchanges will be added in to Appendix C. David Berry confirmed that yes the table will be reinserted and reference will be made to the appropriate statement.

ACTION: David Berry to reinsert the table of various exchanges and make reference to the appropriate statement.

- 5.23. Tony Tugnutt drew attention to Section 5 Charging Mechanisms and questioned where the money from tennis court usage is used and questioned whether it will be reinvested back into the gardens. David Berry responded that the charges do not equate to a large enough figure to cover the costs of the tennis court. David Berry stated that in terms of the fees he would need to refer to the contract document but clarified that the tennis court charges will be contributed to the cost of the tennis courts.

ACTION: David Berry to confirm where the tennis court charges are spent.

6.0 Current management and security of the Gardens

- 6.1. Paul Cockle highlighted that the gardens are being managed by the University of London in the interim period and thanked David Stephens for responding to issues that have been experienced. David Stephens stated that a porter is attending the gardens twice daily.

Paul Cockle explained that there have been some incidents in the park which have been detailed in email correspondence. Paul Cockle explained that he doesn't believe there is a mechanism for securing the gardens and highlighted that it would be a shame if bad habits grew in the area during this period.

Paul Cockle suggested that the CLG should notify David Stephens if anything untoward is occurring in the gardens.

- 6.2. David Stephens requested that should an individual witness an incident while it is occurring, to contact International Hall on 020 7822 3000. If individuals witness evidence of an incident they should notify the University of London.

- 6.3. Paul Cockle stated that a fundamental problem with the security of the gardens is that the hotel staff aren't likely to spot an incident. The people who will be the hotel guests which will damage the reputation of the hotels.

Paul Cockle suggested that a solution needs to be put in place to avoid untoward behaviour otherwise it will continue. Bob McIntyre questioned whether the security of Brookfield Multiplex covers the area including the gardens. Andrew Richardson

stated that it's out of their remit but agreed that he will ask Brookfield Multiplex security to drive around the area and inform International Hall of any untoward behaviour. Elizabeth Paul added that on Sandwich Street there are two deep recesses and asked that Brookfield Multiplex could pay attention to this area also. Andrew Richardson confirmed that the area will be covered.

ACTION: Brookfield Multiplex security to drive around the area looking for anything untoward and inform International Hall on 020 7822 3000.

- 6.4. Debbie questioned whether the temporary path is open all night with the lights on. Andrew Richardson confirmed it is open all night with the lights on.
- 6.5. Bob McIntyre questioned why there are wheelie bins in the gardens. David Stephens responded that the University of London do not know who the wheelie bins belong to and explained they are trying to find the owner before they are disposed of. Elizabeth Paul questioned whether they were the wheelie bins which were previously located behind Hughes Parry Hall. Bob McIntyre stated that the wheelie bins are attracting waste. David Stephens explained that wheelie bins may be chipped and he is trying to locate the owner before disposing of them.
- 6.6. Bob McIntyre addresses the room to discuss any other item under this section.
- 6.7. Debbie Radcliffe raised an observation on the number of people who choose to walk up the road not the path. Andrew Richardson explained that he has personally asks individuals to use the path rather than the road. Tony Tugnutt stated that he would not use the temporary path as he feels it is not safe as there is no escape.
- 6.8. David Stephens thanked the Hoteliers for their positive dialogue.
- 6.9. Bob McIntyre reiterated that if there are issues in the gardens to inform him and contact the University of London.
- 6.10. Bob McIntyre stated that tree roots were removed when the temporary path was laid down. Andrew Richardson clarified that a dead tree's roots were removed and highlighted that there is statement within the CMP regarding the trees. Bob McIntyre emphasised that he believes a tree root has been cut. Andrew Richardson stated that the works which Brookfield Multiplex could and could not carry out was agreed by various arboriculturalists.
- 6.11. Bob McIntyre questioned whether there was any other business the group wished to discuss.
- 6.12. Elizabeth Paul questioned what was happening with the Student Management Plan. David Berry stated that the Student Management Plan and Summer Management Plan are available on the CLG Website and agreed to circulate the plans to the CLG.
ACTION: David Berry to circulate the current Student Management Plans and Summer Management Plans to the CLG.

Elizabeth Paul questioned whether the Student Management Plan and Summer Management Plan are in their final version. David Berry clarified that they are the first iteration of the plan and will be reviewed by the CLG. The plans need approving by Camden as part of Section 106 but they are not finalised and will be discussed by the CLG. David Stephens stated that the plans will change over time dependant on the changes to the student market.

- 6.13. Bob McIntyre addressed Steve Cowan to discuss his opinions on rodents.

Elizabeth Paul commented that she has seen a large rat.

Andrew Richardson commented that in April, when the halls were managed by the University of London, he met with David Coleman, Camden Operations Manager and discussed regimes and records on the rodent actives. David Stephens added that light activity outside the bins area has been recorded. David Stephens added that the University increased their pest control schedule and we are monitoring rodent activity on fortnightly, then weekly basis by baiting the site internally and externally.

Elizabeth Paul stated that when the drains are worked on the rodents will move. Andrew Richardson responded that it will not have an adverse effect as there are public sewers. Andrew Richardson also highlight that Rentokil have been brought onto the project and it is believed that there is not a rodent problem in the building.

David Stephens added that the University do not believe there is a rodent problem in the drains. The drain covers are regularly lifted and CCTV recording is carried out.

Elizabeth Paul stated that she has had three rats in the flat.

Steve Cowan stated that he understands that there is not a problem with rodents and that it is unlikely, but questioned if there is a contingency plan in place. David Stephens responded that pro-active measures have been carried out to avoid rodents. Living in Central London occasionally these things do happen but we have reached a point where we are, there are historical documents supporting that the buildings are not rodent infected.

Steve Cowan question if it would be impractical to ask Rentokil to have a contingency plan. Andrew Richardson stated that he understands what Steve Cowan is asking but clarified that a contingency would not be needed, the rodents have been baited and there is not a rodent problem.

Elizabeth Paul stated that when Brookfield Multiplex start shaking the ground, several rodents will move. Steve Cowan confirmed that he understands there is not a rodent problem, but requested that Brookfield Multiplex raise it with Rentokil. Andrew Richardson agreed to ask Rentokil to provide advice.

ACTION: Andrew Richardson to ask Rentokil for advice on rodents.

- 6.14. Paul Cockle suggested that it may be an idea to ask the council to clean the area. Andrew Richardson responded that Brookfield Multiplex traffic marshals are carrying out litter picking.
- 6.15. Bob McIntyre questioned whether there was any other business the group wished to discuss.
- 6.16. Tony Tugnutt stated that he would like information on the sub-contractors Brookfield Multiplex are using, with details of the marked vehicles so that he can monitor them. David Stephens stated we cannot jump to conclusions as several of the sub-contractors have generic vehicles and access a number of the local building sites, Conway being an example.

Tony Tugnutt suggested it would be helpful for him to know the vehicles so he can take registration numbers down of the vehicles. Andrew Richardson stated that TRAD Scaffolding Ltd and GKR Scaffolding Ltd are the sub-contractors that Brookfield Multiplex are using. Tony Tugnutt requested details of the vehicles. David Stephens responded that the TRAD Scaffolding Ltd vehicles are red and yellow in colour.

6.17. Bob McIntyre stated that on Saturday he saw a low-loader lorry waiting on Hastings Street before 07:00am. Andrew Richardson confirmed that the vehicle should not have been there at that time.

6.18. Bob McIntyre commented that he has also been told not to take photos of the site. Andrew Richardson clarified that it is ok to take photos of the site as Brookfield Multiplex have nothing to hide.

7.0 Date of next meeting

David Berry suggested that the next quarterly meeting should be held in the first week of December. Bob McIntyre stated that Tuesdays, Wednesday and Thursday would be the preferred days for the next meeting.

The CLG agreed that Tuesday is the preferred day to hold the next Community Liaison Meeting.

David Berry will circulate a suggested date to the CLG.

ACTION: David Berry to circulate a date for the next CLG quarterly meeting.

Minutes Approved (Chair):

Date: