

## MINUTES

Cartwright Gardens Community Liaison Meeting (CLG)

30<sup>th</sup> March 2014

19:00 - 21:00

<b>Chair:</b>	Bob McIntyre	Judd Street/Business
<b>Attendees:</b>	Councillor Simpson	Ward Councillor
	Paul Cockle	Crescent Hotel Representative
	Gajan Raj	Hotel Representative
	John Hardly	Camden Cycling
	Nigel Kemp	Business Representative
	Ricci de Freitas	Marchmont Association
	David Stephens	U of L Representative
	Debbie Radcliffe	BCAAC/ Local Resident
	James Laing	Church Representative
	Liz Poole	Resident Association
	Steve Cowan	Sinclair Sandwich Thanet
	Andrew Richardson	Brookfield Multiplex (BM)
	Steve Cardino	Camden Highways
	David Berry	UPP (Liaison Officer)
	<u>Observers</u>	
	Janet Goodricke	Local Resident
	Glen Fenemore-Jones	Local Resident
	Marcus Adam	UPP
	Libby Giddings	UPP
<b>Apologies:</b>	Duncan Palmer	UPP
	Richard McEllistrum	Camden Case Officer
<b>Distribution:</b>	All of the above	

## 1. Introductions and apologies

- 1.1. Bob McIntyre assumed the role of Chair of the CLG.
- 1.2. It was noted that Richard McEllistrum, Camden Case Officer and Duncan Palmer, UPP sent their apologies.

Debbie Radcliffe questioned whether another representative from Camden Planning can attend in Richard McEllistrum's absence. Cllr Simpson also showed his disappointment of Richard McEllistrum's absence as he was assured he would be attending the meeting.

- 1.3. Bob McIntyre circulated the minutes which Liz Poole had prepared from the meeting held on 19<sup>th</sup> March 2014 and requested these minutes are uploaded to the CLG website. **ACTION: David Berry to review the request**

Bob McIntyre stated that the minutes in circulation had more details of the discussion covered in Section 2.2, as they were written from audio. Ricci de Freitas highlighted that the actions are the same on both versions of minutes.

- 1.4. David Berry stated that Libby Giddings is attending from UPP to take minutes of the meeting. It was agreed that David Berry will send these minutes to Bob McIntyre for review. Cllr Simpson reiterated that minutes and agendas are to be circulated ten days prior to the meeting where practical.

## 2. Actions for meeting not covered in point 3 & 4

**Item 1.5 - Review of OSMP** David Berry agreed to release a revised version of the OSMP once all feedback has been received. **ACTION: UPP/ UoL to review OSMP.**

**Item 1.1 – Postal addresses** David berry confirmed he had received 2 confirmations of postal addresses. Cllr Simpson confirmed his post should be sent to the Town Hall

**Item 2.1 – Camden Environmental Requirements** Andrew Richardson reported that a meeting has been arranged for 8<sup>th</sup> April 2014 with David Stephens and David Colement – Camden Operations Manager to discuss the requirements.

## 3. Construction Management Plan (CMP) - feedback from meeting 19<sup>th</sup> March

- 3.1. There were discussions regarding a final version of the CMP. Andrew Richardson stated that on 28<sup>th</sup> of April further details of the CMP will be released to the CLG. David Berry explained the CMP provides intent of the management process and is a live document.

Debbie Radcliffe questioned whether the CMP goes to the council iteratively. David Berry confirmed that a final version will go to the council for approval .

- 3.2. Paul Cockle suggested that the CLG need a summary statement listing all the issues the CLG have with the CMP, their preferred solutions and the advice they believe Camden should take. Bob McIntyre stated this why a planner needs to attend the meeting. David Berry offered to seek advice from the case officer. **ACTION: UPP to speak with the Camden case officer.**

Andrew Richardson asked Paul Cockle for specific points he was referring too as the majority of points raised are incorporated into the CMP.

Paul Cockle requested for an extended Appendix which everyone can make reference to. Andrew Richardson stated that Appendix B includes comments from local groups as well as the CLG.

### 3.3. Rodents

Paul Cockle suggested it may be useful to advise local stakeholders how to avoid getting rodents in buildings. David Stephens stated that whilst there isn't a rodent problem at the UoL Halls at present, proactive control measures will be ramped up before the start of the project.

Liz Poole raised concern that adequate information on rodents had been extracted from the CMP and reinstated. Andrew Richardson had made an error and had re-inserted the information on Rodents into the revised CMP.

John Hardly questioned whether information supplements to the CMP will be uploaded to the CLG website. It was confirmed they would be uploaded and distributed to the CLG.

### 3.4. Traffic

It was noted that Andrew Richardson had met with John Hardly, Debbie Radcliffe and Steve Cardino to walk through and discuss the traffic route options.

Andrew Richardson also highlighted that he has met with the RNIB to discuss the impact of the traffic routes. The preferred arrangement had been discussed between the RNIB, Brookfield Multiplex (BM) and Camden Highways:

- The RNIB will advise staff and trainers to use alternative routes away from the site and traffic
- Camden to consider signage at both ends of Judge St highlighting there are individuals at risk
- Camden to consider providing lit-up signage, similar to that at schools on the adjacent pelican crossing.
- BM will provide "local access" signage for Hastings St if acceptable to Camden Council.
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- 3.5. Cllr Simpson questioned whether we have liaised with TFL regarding the traffic routes. Steve Cardino stated that TFL were consulted on entering the planning application. Cllr Simpson believes further discussions are needed with TFL and suggested we inform Council Officer Jones who is a Cabinet Member. Steve

Cardino agreed to discuss traffic route options with TFL. **ACTION: Steve Cardino to discuss traffic plans with TFL.**

- 3.6. After much deliberation it was asked Brookfield Multiplex if they would further review the different traffic options and provide an update for the CLG. **ACTION: Andrew Richardson would consider some further details in regards to the traffic options.**

3.7. Pedestrians and cyclist management

Andrew Richardson presented a diagram with the suggested cycle and pedestrian routes, subject to the road being closed. The diagram highlighted:

- A temporary pedestrian route through the gardens
- A two-way contraflow route around the crescent, with cyclist going in the direction of the traffic flow when traveling north to south

It was noted that John Hardy is content with the routing in the diagram as a solution, if the road has to be closed. It was also confirmed that the parking bays around the crescent would remain in operation.

- 3.8. An alternative route was discussed with 2.5 meter segregation for cyclists running down the straight side of the gardens. Steve Cardino highlighted that the usual minimum segregation is 3 meters. John Hardy raised concern that this area is not wide enough. It was also noted that this could also result in pedestrians walking into the cycle area.

Cllr Simpson questioned why the segregation cannot be wider. Andrew Richardson explained that it would not leave a route on the construction site big enough to manage the traffic flow on site.

Liz Poole asked whether the measurements of the path are inclusive of the pavement. Andrew Richardson stated the measurements are exclusive of the pavements as they cannot be used due to the impact on the retaining walls and the possible disruption to utility services in the pavement.

- 3.9. Paul Cockle suggested that cyclists could use Bidborough St and Judd St. Steve Cardino felt this would be more dangerous for cyclists as Judd St is notably busier than the crescent.

Ricci de Freitas stated that it needed to ascertain if the best solution would be to close the road before entering into further discussions on cycle routes.

Debbie Radcliffe questioned whether potential solutions are being affected by financial constraints. Ricci de Freitas highlighted that we have already heard this discussion and suggested that the CLG group need to coerce the developer to make a decision on the Bidborough St traffic proposal.

3.10. Communication plan

Ricci de Freitas raised concern over where the staff facilities will be situated. Andrew Richardson confirmed the facilities will not be in the gardens.

- 3.11. Steve Cardino left the meeting.

#### 4. Open space management plan (OSMP)

Paul Cockle stated the local hotels have reservations on how the gardens will be managed and suggested there are four areas which need addressing; landscaping, maintenance standards, funding and safety.

##### 4.1. Landscape

Paul Cockle requested the four tennis court plan is included in the OSMP document. David Berry agreed to this in principle, but would seek confirmation.  
**ACTION: David Berry to confirm if plan should be included in the OSMP.**

It was questioned whether there is a variation in planting. David Berry stated the stock will be the same as detailed in the OSMP and the mature shrubs, as requested by the CLG, will be preserved where practical. Cllr Simpson and Debbie Radcliffe complemented the plans of the gardens.

##### 4.2. Maintenance standards

Paul Cockle raised concern that previously financial contributors to the gardens could not see how their funding was being invested. It was questioned how the maintenance standards of the garden will be managed as it is felt this is not detailed enough in the OSMP

David Berry explained that a Service Level Agreement (SLA) will be in place to define the maintenance standards of the gardens and will be benchmarked overtime. David Berry explained that the SLA is currently a working document and calibration scales have yet to be agreed.

Paul Cockle requested that the SLA is included within the OSMP as an Appendix. David Berry agreed to look into this as a possibility.  
**ACTION: David Berry to seek approval for the SLA to be included as an Appendix to the OSMP.**

##### 4.3. Funding

Paul Cockle questioned whether there is any ring-fenced money for the gardens. David Berry explained the SPV has a sinking fund which includes for the gardens and is based on life cycle costing.

Paul Cockle enquired whether the fund is a set amount established at commencement or whether it is developed overtime. David Berry explained it is treated as an established amount.

Paul Cockle asked for clarification that no one else will be asked for money towards the gardens. David Berry confirmed that statement was correct.

##### 4.4. Debbie Radcliffe questioned whether the funds obtained from events held in the gardens could go toward the gardens up-keep. David Berry explained it wouldn't

- be beneficial to the gardens as UPP will be providing a service to maintain the gardens.
- 4.5. Cllr Simpson requested tighter wording of the terminology of commercial events. David Berry explained that the events would be very restricted and agreed that defined wording can be added to the OSMP regarding commercial events.  
**ACTION: David Berry to review the wording in the OSMP of private event.**
- 4.6. David Stephens highlighted at a University of London event will be taking place in the gardens on 24<sup>th</sup> May 2014.
- 4.7. Cllr Simpson requested for the plans to state that no commercial units or business can operate within the gardens. David Berry stated that we will not include this within the agreement as it is unnecessary, we cannot build a commercial unit within the gardens due to planning. Ricci de Freitas also suggested that this requested is not needed within the plan.
- 4.8. David Berry explained that UPP would still have a duty to maintain the gardens if the University ceased to exist.
- 4.9. Ricci de Freitas enquired whether there has been a response to the previous resin bound gravel question. David Berry confirmed that the landscape architect felt resin bound gravel was the most appropriate finish. . It was also noted that is permeable.
- 4.10. Safety/ Legal
- Paul Cockle questioned the authority UoL/UPP hold if the rules were broken within the private gardens. David Berry stated that under s 106 UoL/UPP have the rights to exclude individuals from the gardens as it is a private garden with public use.
- It was questioned whether the risks of anti-social behaviour in the park had been assessed. David Berry confirmed that feedback has been provided on areas that the community want to see improvement. Paul Cockle highlighted that hotels surrounding the gardens were not asked to contribute. David suggested that the hotels can put forward improvement for considered.
- Bob McIntyre confirmed that Cartwright Gardens is in a public drinking exclusion zone.
- It was noted that if unsuitable behaviour occurs within the gardens then UPP staff would contact the appropriate authority.
- Liz Poole questioned the level of authority that the police have in a private garden. Cllr Simpson believes the Police do have a level of authority in private gardens.
- Paul Cockle highlighted that local brothels are being closed in on; simultaneously this may increase the level of prostitution on the streets. Paul Cockle requested that research is carried out into the legal action which can be taken in the gardens.

Paul Cockle questioned whether UPP are prepared to put terms within employee contracts stating employee must provide witness statements of anti-social behaviour they witness. David Berry agreed to discuss this with the Human Resources department. **ACTION: Dave Berry to discuss contract term inclusions with the Human Resource Department.**

Ricci de Freitas stated he runs public gardens not far from Cartwright Gardens and has not experience the issues detailed above. It was highlighted that organisations such as Camden Safer Streets Team are very supportive and responsive on the rare instances that anti-social behaviour occurs.

Debbie Radcliff questioned whether there is a clause in the s106 stating the garden can be closed if behaviour was terrible in the future. David Berry believes this would only be possible permanently via a change of planning submission.

Paul Cockle queried how the fencing around the crescent will be secured. Andrew Richardson explained that heras fencing, taller than the current fencing will be used during the construction phase. Paul Cockle suggested he did not like that choice of fencing.

It was questioned whether we need a more robust plan and risk assessment for the area. David Berry and David Stephens stated they felt the plan in place is robust enough but welcome suggestions in terms of what additional controls could be brought in..

## 5. Scheduled date of next meeting

It was agreed that 16<sup>th</sup> April 2014 would be a convenient date for the next meeting. The meeting will commence at 19:00hrs – 21:00hrs.

**Minutes Approved (Chair):** .....

**Date:** .....