

## MEETING MINUTES

### Mount Anvil - CWG Meeting #2 26<sup>th</sup> May 2016

Attendees:

Mari Chisholm (MC) – MA Community Liaison Officer - **Chair & Minutes**  
 Kevin Payne (KP) – MA Construction Director  
 Richard Chalmers (RC) – MA Project Manager

Cllr Andrew Mennear (AM) – LB Camden  
 Reverend Tresidder (AT) – St Luke's Church  
 Nancy Mayo (NM) – Secretary, Red Frog  
 Emily Brettle (EB) – Red Frog Platt's Lane & Community Co-Chair  
 Adrian Barrett (AB) - Vice Chair of Governors, St. Luke's School  
 Simon Heather (SH) – Ferncroft Avenue  
 Neil Lawson – May (NLM) – Ferncroft Avenue  
 Penny Davis (PD) - Heath and Hampstead Society  
 Hazel Finn (HF) – Heath Drive (Substitute)  
 Susan Reizenstein (SR) – Heath Drive (Substitute)

Apologies:

Martin Craxton, Isabel Langtry, Samantha Beschizza, Moira Duncan, Dr Sultan Gangji, Alan Sanders, Maryam Alaghband, Rupert Terry,

Distribution:

All above plus  
 Those on the e-mail distribution list

	Item	Action	Date
1.	<b>Introductions and Welcomes</b>		
2.	<b>Apologies of Absence</b>		
3.	<b>Review of Minutes from previous meeting</b>		
	An overview of minutes from the previous meeting held on the 21 <sup>st</sup> April 16, with responses to questions previously asked provided and a discussion of a number of points arising		
	AM – suggested that MA revisit this agenda item as construction progresses re: speaking with TFL to assist with putting on extra buses in the local highway network or MA to provide a shuttle bus service from Brent Cross to site. The aim of this is to discourage operatives driving to work and parking on residential streets in the local area.	MA will contract all site operatives to utilise public transport and alternative modes of transport and monitor accordingly	ASAP

	MA reported that conditions surveys on 6/6A Kidderpore Ave, Craxton Studios and the Vicarage at St Luke's Church have all been undertaken with photographic and written schedules finalised. Surveys continue on dwellings at the Annesley Lodge which will be completed shortly. AT requested a conditions survey be undertaken on St Lukes Church also. PD suggested that noise monitoring would be essential near Craxton Studios due to its use as a recording studio.	MA have agreed and our consultant has since been in touch with AT to arrange a visit. MA can confirm that noise monitoring equipment will be installed by Queen Mothers Hall /corner of West Heath Tennis Club/foot of Croft Way.	On-going
	Bored piling will most commonly be used on site. The advantage of using this technique is its drilling method which produces little vibration and less noise than other methods	To be discussed at a future meeting	Note
	Suggestion of willow and poplar trees to be introduced to the landscaping scheme, although the scheme has already been approved by LB Camden	MC will invite landscaping/Ecology consultants to an appropriate CWG meeting in the near future to discuss this	TBC
	St Luke's School want to purchase space for educational/community purposes on site. KP has been liaising with Chris Billingham at the Department for Education with regards to this. MA have given prices based on square footage. MA still waiting for a report on feasibility from Chris Drury at the EFA based on these prices. KP has explained that MA need to finalise this as MA has moved forward with the detailed designs for all buildings and demolition and sales plans are progressing. EFA hope to put this report in front of ministers in the next few weeks for a resolution.  AM - LBC will be publishing a detailed report on school places in the Borough in July 16	Formal response from EFA due w/c 13 <sup>th</sup> June 16	
	<b>4. Construction Programme - Build Sequence</b>		
	KP shared a phasing sequence document with the group to illustrate the sequence of demolition, restoration and construction	MC to circulate with minutes	
	An overview of the demolition phases was given by KP.  Buildings to be demolished are (in order) Queen Mother Hall, Lord Franklin, Rosalind Franklin Hall and the rear of Lady Chapman.  Scaffolding and Monarflex will be used to encase the necessary buildings being demolished with the aim of reducing the dispersal of dust and noise.  A large demolition machine will effectively 'munch' through these buildings, the inclusion of a water suppression nozzle attached to the hydraulic jaws of the 'munching' machine will help to dampen down and suppress dust further. The crushed material will then be used as spoil where appropriate and covered and dampened to also stop the migration of dust.		

	KP – The demolition machine will be used during site hours, there will not be any pattern of noise however noise would most likely be intermittent during 8am – 6pm	MA will use best endeavours to mitigate noise levels during demo	
	KP - Some of the demolition works will be carried out during the summer holiday period  The CWG is very concerned about the impact of demolition work on West Heath Lawn Tennis Club		
	AB – Demolition works will need to factor in the use of West Heath Lawn Tennis Club by St Margaret’s and St Luke’s Schools during term time  PD – Members using the courts will also face disturbance during the demolition phase  KP – There is not any flexibility on the demo sequence / lorry movements that would avoid a conflict of use with the tennis courts unfortunately	MA to inform schools of demolishing in areas that could affect tennis lessons so alternative arrangements can be made as well as informing Tennis Club itself. MA to liaise with tennis club about impacts for all members also.	
<b>5.</b>	<b>Construction Management Plan</b>		
	Mount Anvil circulated the draft CMP to members of the CWG on 12 <sup>th</sup> April 2016 for consultation. Mount Anvil asked for written comments on the plan from the local community for incorporation ahead of draft submission to LBC. Comments have now been incorporated and were re-circulated to members on 19 <sup>th</sup> May 2016 ahead of being submitted to LBC	MA are awaiting comments back from LB Camden. This can take up to 8 weeks. MA will share outcome and further drafts with CWG	Note
	PD - Description of work needs to include building 7 townhouses	MA to include	
	AT - it is essential works are kept to agreed hours. Work must finish by 6pm		
<b>5a.</b>	<b>Traffic Management</b>		
	MA gave more detail about the proposal to Kidderpore Avenue a 2 way road with a partial road closure to be restricted to ‘local access only’ between the site boundary next to St Luke’s Vicarage and Kidderpore Gardens, during construction hours.  MA is not planning to use Platt’s Lane as a lorry ingress/egress point due to sharp turns unsuitable for large lorries, the large Barratt development at the north end of Kidderpore Avenue plus the proximity to St Luke’s School.  Mount Anvil intend site vehicles to come to site by turning left on to Heath Drive from the A41 Finchley Road, turning left again onto Kidderpore Avenue and then entering site. Vehicles would be expected to leave site the same way they entered. This would	MA still waiting for approval from LB Camden and TFL with regards to this TMP route  Mount Anvil reassured members that experienced traffic	

	ensure that MA and Barratts vehicular movements were kept separate which would reduce congestion and ensure safe access and egress. Members expressed concerns about Heath Drive being narrow and wanted reassurance of how this would be managed.	marshals and banksmen would be put in place	
	RC – Barriers would be put in place to enforce the local access only. Barriers will be removed after construction hours to allow free traffic movements		
	KP - 'partial closure' would last throughout the construction phases. EB asked if it was necessary to be in place up until completion and KP said that Kidderpore Avenue would become overly congested after groundworks were completed if the Avenue were to return fully open whilst construction deliveries were still on-going		
	AT – MA need to take into account the new access road to the Kidderpore Green development that is situated adjacent to St Luke's Vicarage	This will be taken into consideration	
	AT shared concerns about having gate in use as it is next to the vicarage and asked RC to consider moving the entrance (for construction phases only) a short distance away from the Vicarage. RC agreed to look into this.	MA will liaise with AT about when the gates will be used. MA also intend to have Traffic Marshals man gates in use. MA will not be using gate 4 frequently as gate 3 will most commonly be in use. Gate 4 will eventually be used as it will map/demonstrate the entrance to the underground parking facility.	
	MA intend for site vehicles to come to site by turning left on to Heath Drive from the A41 Finchley Road, turning left again onto Kidderpore Avenue and then entering site. Vehicles would be expected to leave site the same way they entered		
	KP - MA will be requesting to have a holding point at the junction of Heath Drive and Kidderpore Avenue to allow Traffic Marshals to brief drivers. KP explained that drivers will be asked to switch their engines off whilst stationary and will be told about the schools in the vicinity. SR suggested that drivers should not be allowed to smoke in this area whilst stationary	Once LB Camden and TFL have approved the TMP MA will be in a better position to confirm a holding bay presence	
	MA to initiate dialogue with the house on the Corner of Heath Drive and Kidderpore Avenue (Czech Embassy) should a holding point on this corner of Heath Drive be approved		
	SR - due to various sites in the local area, residents often awake to large construction vehicles blocking driveways. SR requested that MA notify residents of deliveries of larger items such as cranes to avoid this frustration	MA will notify residents of works that may affect the local highways networks via newsletters and our community website	

	<p>KP – If MA worked between the restricted hours of 9:30am-3:00pm during term time, excavation and muck away would take up to 45 weeks, delaying the programme by 4 months. If normal site hours between 8:00am – 6:00pm were used, MA could complete these works between 25-30 weeks.</p> <p>Members suggested that liaising with local schools about longer hours would be essential</p>	<p>To be decided by LB Camden</p>	
	<p>KP provided a histogram detailing vehicular movements to site based on these longer hours which peaked at 80 vehicles to site per day. SR commented that these drawings were misleading as they only represented singular movements to site and not to and from site</p>	<p>KP to revise the histograms to include 2 way journeys to and from site for next CWG Meeting</p>	
	<p>KP – we can expect to have c 4000 vehicular movements during muck away</p>		
	<p>AM – Considerations to be taken into account based on vehicular movements are air quality and ground movement caused</p>		
	<p>Members expressed their concerns about sub-contractors parking along residential streets in the vicinity. AM presented MC with a list of car registration numbers as these are suspected operative vehicles.</p>	<p>MC to look into this. Site Team to present the registration numbers to operatives in order to find culprits if from MA site</p>	
	<p>CWG members said impossible to identify who is working on which site and suggested including a logo on Hi Vi's for identification purposes.</p> <p>MA do not usually include logos on sub-contractor PPE as they tend to keep these well after project completion.</p>	<p>MA will ensure that all sub-contractors have their company branding on their PPE. Lists of those working on site will be included on Community website for identification</p>	
	<p>RC explained that MA allow drivers to drop tools to site then signpost operatives to the 02 car park on Finchley Road. PD suggested that lockers should be provided on site for tools to these drop offs</p>	<p>Lockers in place for storage of tools where appropriate</p>	
	<p>RC – looking into hiring some flat land within the Hampstead area where sub-contractors and visitors can park</p>	<p>RC to update at next meeting if possible</p>	
	<p>SH raised concerns over contractor parking on Ferncroft Avenue and noted that the CPZ Zone (CA-s-(a) timings: 12:30-14:30) was put in place to discourage commuter parking, however, it does not deter operative parking. AM suggested that longer licences to lengthen CPZ timings would not be viable for LB Camden</p>	<p>MA intend to have Traffic Marshalls 'police' local roads daily, to ensure that site operatives are not parking in the vicinity</p>	
	<p>PD suggested putting a section on the website so that residents can report rogue parkers as and when</p>	<p>MA would like all instances sent to our community liaison inbox for resolving asap. Hyperlinks to the inbox will be available on the</p>	

		website on the 'contact us' page	
	AM stated that the proposal to turn Kidderpore Avenue to a 1 way road was not a preferred option for LBC for various reasons		
	SR asked whether suspended bays will be freed up after construction working hours and during weekends or whether suspensions will still be in effect.	Suspensions will be in place for the duration of the project	
	Members have suggested that from experience Kidderpore Avenue is used as a cut through for drivers wishing to avoid the A41 Finchley Road and adequate signage would need to be put in place to warn drivers of affected routes to mitigate congestion in the vicinity especially roads off of Platts Lane including Ferncroft Avenue, Briardale Gardens and Clorane Gardens.	MA will work with LBC to ensure signage is effective	
	<b>5b. Environment</b>		
	SH – Proposed noisy works in July will impact residents on Ferncroft Avenue whose properties back onto the site as well as the Vicarage and St Luke's school who are situated along Kidderpore Avenue		
	NLM – What works on site can we expect the most noise from? KP – Concrete frame construction, demolition and vibrations		
	RC – Noise, dust and vibration monitors will be deployed around the site boundary and on neighbouring properties where necessary to record levels.  KP – MA intend to submit a Section 61 application once the CMP has been approved.		
	EB – Will the wall along Croft Way be retained? RC – The wall is not structurally sound in its current state so will have to be rebuilt. MA will use best endeavours to reuse bricks from the wall to rebuild should the quality of the bricks be satisfactory, otherwise similar bricks will be used		
	EB – Could topsoil on the SINC be retained?  KP – This would create a huge amount of dust on site as the soil would dry and spread throughout the area and there is nowhere to store this.		
	NM – Ecology concerns – KP suggested that MA host a walk around with our ecologists for community members who have concerns/interests in the ecology and bio-diversity on site  PD – suggested inviting Vicki Harding from Heath & Hampstead Society as well  NM suggested that the London Wildlife Trust be added to the invite list of the walk around	MC to organise at a convenient time	

	<b>Notes</b>		
	Members would like to discuss environmental and sustainability issues, especially air pollution with regards to monitoring and levels at an upcoming CWG meeting	KMC to add to the agenda at an appropriate time	
	MA to organise a separate meeting to discuss community contribution with community members who want to get involved	MC to organise accordingly	
	MA to invite Thames water to attend future CWG meetings as a stakeholder due to close proximity to site	TW have been invited to attend on the 21 <sup>st</sup> June we are awaiting a response	
	Detailed Basement Construction not discussed as plan is yet to be finalised	Once finalised Mount Anvil will circulate to the CWG for information due imminently	
	EB stressed importance of keeping all residents (not just the CWG) informed and suggested presentations and drop in sessions for residents	Mount Anvil had intended to host drop in sessions and will advertise them via newsletters and website	
	SH – comments were made on the newsletter. Members felt it was very dense and content heavy. MA to review ahead of next letter drop	MC to send newsletter to SH and NLM for review ahead of circulation to the community	
	AM – Important information to be displayed on site hording and via correspondence to local residents	MA agree	
	Community Website to go live in June		
	CWG meeting to be brought forward as many find the after 9pm finishes difficult especially for members who do not live in the area	CWG to trial 18:30-20:00 meetings	
	<b>Date of the next meeting</b>		
	<b>21<sup>st</sup> June 2016 – 18:30-20:00 @ St Margaret's School</b>		