

Marylebone Square (Moxon Street Car Park)

Community Liaison Group meeting #15 minutes

Date & time		Location
Wednesday 18 th November 2020, 5.30pm		Held via Zoom
Attendees		Project team present
Cllr Karen Scarborough (Marylebone High Street Ward) Karen Alcock (Faraday House) Marina Coleman (St. Vincent's Catholic Primary School) Neil Wilson (Marylebone Association) Anthony de-Roche (St. Vincent School Construction Liaison) Dean Bermingham (Westminster City Council) Rob Kirk (Howard de Walden Estate) Dr Gillian Dryburgh (Faraday House) Alex Praag (London Farmers Markets Ltd) Martha Ines Ortegón (Brendon House) Suee Raynsford (13 Faraday House) Anthony de-Roche (St. Vincent School Construction Liaison) Alan Donacchie (Regent's University London) Simon Cole (Howard de Walden Estate) Tracey Hartley (Howard de Walden Estate) Bob Campbell (30 Rodmarton Street) Dr Brian Wells		Niki O'Hara (Concord London) Graham Potts (Kier) Stephen Boakes (Four Communications) Trusha Dabasia (Kier) Maria Mensa (Design Manager) Apologies Patricia Micholson (La Fromagerie)
Item	Minutes	
1. Introductions	Stephen Boakes, of Four Communications introduced himself and the project team members present. Attendees from the community then introduced themselves one by one.	

2. Project update	<p>Graham Potts, representing the contractor (Kier), summarised the works set to take place in November and December.</p> <ul style="list-style-type: none">• Site working hours: Monday to Friday: 08:00 to 18:00 and Saturday: 08:00 to 13:00• There will be times where dispensation will be granted for Westminster Council to carry works outside these times. These will be notified to stakeholder and residence via email in advanced once granted.• Noisy works constitute of the following: Mechanical breaking; Breaking out with power tools, Cutting using loud power tools and the use of Impact fasteners.• Timeline of events were discussed. These can also be seen on the newsletter number 2. Project is due for completion May/June 2023• Sequence of works were illustrated via number of sketches. See attached presentation• Key activities for December were highlighted as follows:<ul style="list-style-type: none">○ Piling Rig delivery○ Piling mat install, secant piling○ Install of timber hoarding
3. January 2021 Lookahead	<ul style="list-style-type: none">• January Lookahead was discussed, with the key events being:<ul style="list-style-type: none">○ Traffic management alteration - access gate to be relocated away North of gunmakers and exit gate on the corner of Cramer street.○ Capping beam install commencing.○ Installation of propping to facilitate bulk dig.

4. Questions	<p><u>Q1: Clarify of gate positions?</u></p> <p>The gate position on Aybrook Street will be located initial to the south of gunmakers and away from St Vincent Street and move to the north of the gunmakers. The exit gates will be on Moxon Street and will move to the corner of Moxon and Cramer street. the early building of the gantry will enable all site traffic to be navigated through site alleviating the need to turn the corner of Moxon Street.</p> <p><u>Q2: Will the new hoarding include a green wall?</u></p> <p>There will be branding carried out by Concord to be installed on the new timber hoarding. This has been designed in conjunction with the school to incorporate a green hoarding, allowing children the opportunity to plant. Once the full design has been completed this will be shared. Watering of the green wall to be looked at further to ensure no safety issues occur.</p> <p><u>Q3: Are pollution levels being monitored?</u></p> <p>Kier has an obligation to monitor noise and dust as part of the section 61 agreement. There are two noise and dust station on site and one vibration station. The reports will be submitted on a monthly basis to the council. These will highlight and breaches, causes and action taken to prevent further breaches. Kier will always put in place measure to prevent and control noise and dust, such that it does not become a nuisance.</p> <p><u>Q4: Are residence notified of any breaches?</u></p> <p>Residence are not notified directly of any breaches. They are submitted to Westminster council environmental team. Who then in turn investigate the causes and take necessary actions required.</p> <p><u>Q5: Query was raised about Cramer street and Waitrose deliveries?</u></p> <p>Due to the nature of site works, for a short period of time Waitrose deliveries will be taken from outside the loading bay due to the tight turning circle. We will raised queries raised regarding the early deliveries and noise with Waitrose and encourage them to attend the next meeting to answer any further queries.</p> <p><u>Q6: General queries was raised regarding smoking/lighting and security.</u></p> <p>Kier to ensure lighting along the hoarding are installed as soon as possible and no smoking to occur outside the site gates. Howard De Walden requested to have link to Kier CCTV to monitor for wider community security.</p>
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	<p>Residence were encouraged to raise any quires and in the first instance direct them to the site team. The details are as follows:</p> <p>Trusha Dabasia - 07791714 890 - Trusha.dabasia@kier.co.uk Dean Probert- 07791 719 080 - 7am to 6pm Graham Potts - Graham.potts@kier.co.uk Dean Bermingham - Westminster council highways officer - dbermingham@westminster.gov.uk Kevin Mutimer - Westminster council environmental officer - kmutimer@westminster.gov.uk</p>
4. Date of next meeting	The next meeting will take place Wednesday 16th December . Four Communications will confirm details closer to the time.
AOB	Click and collect deliveries over Christmas to be discussed further.