

# KANDA

## SAMPSON HOUSE COMMUNITY LIAISON GROUP

### MINUTES | 20<sup>th</sup> February 2019 | BETTER BANKSIDE, 18 GREAT GUILDFORD ST, LONDON SE1 0FD

#### Attendees:

Andrew Clark – Kanda Consulting (Chair) (AC)

Guy Emanuel – Kanda Consulting (GE)

William James – McGee (WJ)

Stephen Hough (SH)

Martin Frost (MF)

Geoff Scott (GS)

Lindsey Scott (LS)

Michael Shiel (MS)

Richard Gait (RG)

Grainne Gait (GG)

Minutes	Action responsibility
<p><b>1. Introduction</b></p> <p>1.1. AC introduced himself and the project, as well as the CLG and its purpose.</p> <p>1.2. AC detailed the contents of the CLG agenda.</p>	
<p><b>2. Communication</b></p> <p>2.1. MS raised issues around communication. In particular, the fact that many residents had not received the newsletter which was sent through the post. A quick survey of the room was done to see who had received it - some residents confirmed they had received it while others (most from Bankside and Falcon Point) confirmed they had not.</p> <p>2.2. AC explained in detail how the process works, and how it has been updated following previous issues with distribution. AC confirmed that everyone in the relevant area is on the list. AC assured attendees that an alternative solution would be sought going forward, which could involve hand stamping the letters and posting them by hand through the Royal Mail Service. WJ agreed it was a good idea to go back to hand-posting the letters, as well as delivering them by hand to the security guard at Falcon Point.</p> <p>2.3. MS asked to know whether any of the letters had been returned to the sender. AC confirmed that there had been some returns after unsuccessful deliveries.</p> <p>2.4. AC explained that the mailing list contains everyone who has confirmed they want to receive it after the new GDPR came into effect. An attendee asked what GDPR was, and AC explained.</p> <p>2.5. AC stated that as previously agreed, the newsletter's format has been changed, and showed a hard-copy of the newsletter to the attendees to demonstrate the new layout and content.</p> <p>2.6. AC also confirmed that Jack Thompson (JT, Kanda Consulting) had enacted the agreed changes to the project website by adding more up-to-date images of the site. MS was thankful of the changes carried out on the website but highlighted that he believes it is difficult to identify what the latest news is, and suggested a visual aid such as text colour, size or font. AC said he would ask JT to look into making the new information on the page stand out.</p> <p>2.7. AC confirmed that the structure of the minutes had been altered to include actions, in line with what was agreed at a previous CLG. MS said the changes were good, and that a follow-up on deadlines would be helpful. AC confirmed that they would try to update attendees as and when actions are completed.</p> <p>2.8. An attendee suggested the information on McGee's recycling policy be included in the newsletter. WJ agreed.</p>	<p>AC</p> <p>JT</p> <p>AC/JT</p> <p>WJ/JT</p>

<p><b>3. Dust Monitoring</b></p> <p>3.1. WJ discussed site visit with MS, to jointly agree the optimal location for an additional dust monitor. WJ explained that a quote had been supplied to Native Land. MS detailed the issues around where to place the dust monitor, in particular the issue around powering it. AC and WJ agreed to raise the issue with Native Land in order to find a solution.</p> <p>3.2. An attendee suggested a different location for the dust monitor, and WJ agreed to discuss the issue with the attendee after the meeting.</p>	<p>WJ/AC</p> <p>WJ</p>
<p><b>4. Noise Tracking</b></p> <p>4.1 AC ran through the noise tracking methodology and capture times, and reminded the attendees how noise is monitored on site.</p> <p>4.2 An attendee raised the issue that there was drilling at 10:50am, and asked for the two hours on two hours off policy to be clarified. WJ explained the two hours on two hours off policy in detail.</p> <p>4.3 An attendee flagged the fact that there had been loud noise during off-hours. WJ suggested the attendees to contact him at any time that there was noise during off hours, and reminded the attendees where his contact details are available.</p> <p>4.4 An attendee expressed a concern, also raised at a previous CLG, about the loud noise emitted by the road sweeper, which they had recorded at 90db. The attendee suggested manually dampening the road beforehand to reduce noise. WJ agreed, and stated that McGee were looking into an electric sweeper in order to reduce the noise. WJ also stated he would look into the 90db noise disturbance.</p> <p>4.5 An attendee raised an issue concerning noise produced by the vehicle which transports scaffolding. WJ agreed to put a ramp in, while they wait for the pavement to be dropped, which should resolve the problem.</p> <p>4.6 MS asked if it would be possible to share the dust and noise monitoring data. WJ explained that the data is dense and complicated to interpret and could easily lead to misinterpretation. WJ explained that when the noise and dust limits are exceeded Southwark Council are automatically notified. The possibility was raised that a visual summary of dust data could be shared with residents in the same style as CO2 tables. WJ agreed to discuss the issue with Native Land and internally at McGee.</p>	<p>WJ</p> <p>WJ</p> <p>WJ</p> <p>WJ</p>
<p><b>5. Traffic</b></p> <p>5.1. WJ confirmed that a traffic marshal is on site from 7:30am, and that supplier trucks are turned away if they arrive before 8am, in order to avoid unnecessary noise disturbance.</p> <p>5.2. An attendee asked about vehicle movements on Hopton Street during the demolition phase. WJ confirmed there could be up to 5 movements per hour at the peak of the demolition phase.</p>	
<p><b>6. Scaffolding</b></p> <p>6.1. WJ updated the residents on the scaffolding being put up, and confirmed that noise barriers had been hung on the inside.</p>	

<p><b>7. Construction Update</b></p> <p>7.1. WJ informed the attendees that the internal soft-stripping of the building had begun, and that demolition will begin once TC2 is up. WJ explained the demolition process in great detail, and assured the residents they would be sticking to the two hours on two hours off policy during the demolition.</p> <p>7.2. WJ confirmed TC1 had been put up, and confirmed that TC2 should go up the weekend of the 23<sup>rd</sup> February as planned, which will involve the closure of Hopton Street. An attendee noted that the previous closure of Hopton Street had worked well.</p> <p>7.3. An attendee asked about asbestos. WJ explained the strict process for removing asbestos, for which McGee has a license. WJ confirmed that this process was independently verified to ensure the protection of the local residents.</p> <p>7.4. MS asked if there were still works ongoing at the Ludgate site, which WJ confirmed.</p>	
<p><b>8. AOB</b></p> <p>8.1. An attendee asked about a light on-site which was kept on throughout the night. WJ explained it was to do with 24h security, but that a solution would be reached on the issue.</p> <p>8.2. An attendee asked what happened to the concrete during the demolition process. WJ explained that McGee have a 98% diversion from landfill policy, and that it is taken to a waste recycling facility.</p> <p>8.3. The date for the next CLG meeting was set for 3<sup>rd</sup> April at 6:30.</p>	WJ

<b>Actions from 20.02.19 CLG</b>			
<b>Action</b>	<b>Responsibility</b>	<b>Deadline</b>	<b>Status</b>
Highlight new information on the website in a visually compelling way	Jack Thompson		In progress
Follow up Native Land over the dust monitor	Andrew Clark/Will James		In progress
Road to be dampened before cleaning to reduce the presence of the road sweeper	Will James		In progress
90Db recording to be checked in the records	Will James		In progress

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Discussion around sharing of noise and dust data with Native Land and McGee	Will James		In progress
Put a ramp in to reduce the noise of vehicles mounting the curb	Will James		In progress
Attempt to find a solution for the nocturnal light disturbance	Will James		In progress
Update residents as and when action deadlines are met	Andrew Clark/Jack Thompson	Ongoing	Ongoing
Include information on McGee's diversion from landfill policy in the next newsletter	Jack Thompson / Will James		In progress
Discuss a different location for the dust monitor.	Will James		In progress

<b>Actions from 09.01.19 CLG</b>			
<b>Action</b>	<b>Responsibility</b>	<b>Deadline</b>	<b>Status</b>
McGee to arrange visit to Bankside Lofts to look at options (including scaffolded against wall or on terraced balcony).	Will James	8 <sup>th</sup> February	Complete
McGee to get further information from provider on powering the monitor, such as on solar panel and battery size and liaise with Bankside Lofts.	Will James	8 <sup>th</sup> February	Complete
Attendees asked for the dust data to be circulated.	Will James	8 <sup>th</sup> February	In progress
Attendees asked for the noise data to be circulated.	Will James	8 <sup>th</sup> February	In progress

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Consider options to mitigate against streetsweeper noise.	Will James	20 <sup>th</sup> February	In progress
Add the information to the website once it was finalised including a map of the affected roads. Updates will be issued to local residents.	Jack Thompson / Will James	31 <sup>st</sup> January	Complete
Existing S61 agreement to be added to the website along with any subsequent agreements.	Jack Thompson	8 <sup>th</sup> February	Complete
Attendees asked for the website to be updated with more indicative images and be more user-friendly.	Jack Thompson	8 <sup>th</sup> February	Complete – Website text and images updated. JT to continually review
Investigate distribution issues for the newsletter.	Jack Thompson	31 <sup>st</sup> January	In progress
Attendees asked for the content, structure and design of the newsletter to be diversified.	Jack Thompson / Will James	8 <sup>th</sup> February	Complete
Ensure copies of newsletter go on McGee noticeboards.	Will James	Ongoing (with each newsletter)	In progress
Check and update database of email contacts and send digital invites to the CLG and any relevant updates.	Jack Thompson	Update database – 31 <sup>st</sup> January Send digital invites – Ongoing	Complete
CLG to start later than 6pm.	Jack Thompson	Before next CLG meeting (20 <sup>th</sup> February)	Complete – next CLG meeting to start from 6.30pm – Team to continually review.
Include clear actions, status, responsibilities and deadlines to the CLG minutes.	Jack Thompson	For the minutes from the 9 <sup>th</sup> January meeting	Complete

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Send additional photos of night-time work to Will James.	Jackie Power	Before 20 <sup>th</sup> February	Complete
Link CLG meetings to development milestones.	Jack Thompson / Will James	Ongoing – project team to continually consider when booking CLG meetings	Ongoing