

PROGRESS MEETING MINUTES NO.13

SUBJECT:		20:20 BUILDING ACM REMEDIATION WORKS – PROGRESS MEETING NO.13		
MEETING NO:		P13		
DATE OF MEETING:		16/06/2021	REF:	11741
VENUE AND TIME:		SITE MEETING @ 10.30hrs		
PRESENT:				
Initials	Name	Company	Role	Email
NM	Nick Massingham	20:20 Residential Management	Client	nick@2020leeds.co.uk
SR	Scott Ripley	Tonia	Stakeholder Representative	scott@sraconsult.co.uk
DG	David Gee	LABC	Building Control	David.gee@leeds.gov.uk
VR	Vincent Rafferty	IFC	Fire Engineer	Vincent.Rafferty@ifcgroup.com
AB	Alex Blenard	Rex Proctor	Quantity Surveyor	a.blenard@rpp.co.uk
ML	Marcia Lake	Bell Group	Principal Designer	m.lake@bellgroup.co.uk
JM	James McCallan	Ballymore	Principal Contractor	James@ballymorecivils.com
AM	Anthony Marley	Ballymore	Principal Contractor	Anthony@ballymorecivils.com
HM	Hugh McCann	Ballymore	Site Manager	hugh@ballymorecivils.com
BM	Brian McCallan	Ballymore	Site Manager	brian@ballymorecivils.com
LR	Lee Rhodes	Cardoe Martin	Employers Agent	l.rhodes@cardoemartin.co.uk
DISTRIBUTION: ALL ABOVE PLUS				
TB	Thomas Birch	Homes England	Home England Lead Project Manager	Thomas.Birch@homesengland.gov.uk
SH	Stuart Hailey	Cushman and Wakefield	Homes England technical advisor	stuart.hailey@cushwake.com
MB	Martin Burke	Faithful & Gould	Home England Project Manager	Martin.Burke@fgould.com
HB	Harvir Bansal	Wintech	Façade Engineer	h.bansal@wintech-group.com
SB	Sam Berryman	Rex Proctor	Quantity Surveyor	S.Berryman@rpp.co.uk
PB	Philip Baker	Bell Group	Principal Designer	p.baker@bellgroup.co.uk
CB	Chris Briggs	Leeds Planning	Planner	Chris.briggs@leeds.gov.uk
TA	Tarfa Ahmad	Gowlings WLG	Solicitor	Tarfa.ahmad@gowlingwlg.com
PT	Phil Timms	Habito Limited	Letting Agent	phil@habitoliving.co.uk
RM	Rory McCallan	Ballymore	Principal Contractor	rory@ballymoreservices.com
AH	Alex Hayward	Cardoe Martin	Employers Agent	a.hayward@cardoemartin.co.uk
JP	Jo Pearson	Cardoe Martin	Employers Agent	j.pearson@cardoemartin.co.uk

		ACTIONS
1.0	GENERAL INTRODUCTIONS	
1.1	General introductions by all were made.	
2.0	APOLOGIES	
2.1	Apologies were received from those unable to attend and a copy of the meeting minutes will be provided to all.	
3.0	MINUTES FROM PREVIOUS MEETING AND MATTERS ARISING	
3.1	<p>ITEM 3.1.1 – Formal appointment documents have now been agreed but cannot be executed until outstanding collateral warranty matters are agreed.</p> <p>ITEM 3.3.1;</p> <ul style="list-style-type: none"> • IFC have now agreed to the Homes England collateral warranty • HE are reviewing RPP collateral warranty • HE are reviewing Wintech collateral warranty • HE are reviewing Ballymore collateral warranty <p>Update: The above remain outstanding</p>	<p>TA / IFC</p> <p>HE</p>
3.2	<p>Outstanding Items Carried forward from the previous meeting are as follows:</p> <p>13.1 - LR is liaising with Homes England re. additional prelims cost for offsite parking and all other costs associated with the VCL works. <i>LR confirmed a further update and summary has been issued to HE to detail additional costs and fees – LR advised and explained a request for additional funding has been approved from HE subject to state aid thresholds and deductions. We are awaiting formal confirmation.</i></p> <p>Update: HE have confirmed additional VCL costs and associated resident relocation costs have been approved subject to state aid thresholds. Formal confirmation to be provided by HE.</p>	LR/HE
3.3	<p>5.2.5 - VCL WORKS</p> <p>VCL works approved by Homes England and Ballymore instructed to progress.</p> <p>NM and SR liaising with tenants and serviced apartment providers to facilitate the required internal VCL works programme.</p> <p>Update: This matter is being progressed</p>	ALL
3.4	7.1 – VR to review outstanding fire matters	VR
3.5	8.1 – LR to issue certificate for payment No. 6 and progress payment No. 7	LR

4.0	PROGRAMME REVIEW	
4.1	Currently external ACM works to complete end of August and internal VCL works 8 th October. An updated programme is to be issued by Ballymore.	Ballymore
5.0	REVIEW OF WORKS	
5.1	Works are now progressing and phase 2 scaffolding should be installed by 21 st July.	
6.0	FAÇADE ENGINEERING	
6.1	No one from Wintech was at the meeting, although Ballymore have reiterated HB has raised questions for VR to comment. VR to review following the meeting.	VR
7.0	FIRE ENGINEERING	
7.1	VR to review all outstanding matters following the meeting.	VR
8.0	COST CONSULTANCY	
8.1	LR confirmed valuation no. 6 has been received and approved and certificate for payment is to follow. No.7 to be processed.	LR
9.0	BUILDING CONTROL	
9.1	Nothing to add.	
10.0	PLANNING	
10.1	Nothing to add.	
11.0	HEALTH AND SAFETY MATTERS	
11.1	No comments from ML and Ballymore confirmed there were no accidents or incidents to report.	
12.0	RESIDENTS MATTERS	
12.1	Nothing to add.	
13.0	ANY OTHER BUSINESS	
13.1	No additional items raised.	
14.0	DATE OF NEXT MEETING	
14.1	The next progress meeting is proposed for Wednesday 30 th June. Invites are to be issued in due course.	