

MONTHLY MEETING MINUTES

WESTBAR, SHEFFIELD

MEETING NO. 12

APRIL 2017



Date: Thursday 27th April 2017

Present: Mike Duffy (LWL), Alan Jackson (Cheshire Acres Limited-CAL), Ashley Ladson (LWL), Richie Williams (CAL), Simon Adams(CAL), John McIntyre (CAL)


Distribution: As above and Scott Hornby (CAL)

Venue: Westbar Site, Sheffield

Meeting Start: 10.30 AM

Item	Description	Action
1.0	Health and Safety	
	No Issues to Report.	
2.0	Programme and Progress	
	Contract Start Date : 18/04/16 Current Date: 30/04/17 Week 54 Completed <u>Contract Programme Indicates at this stage</u> Site Set up/Remove Trees-100% Fit Hoarding-100% Scrape Off Reduced Level- 100% Foundations- 100% Pour Concrete Pads- 100% Ground Floor Slabs-100% Drainage-100% Scaffolding -100% Erect Steel Transfer Frame-100% Erect Timber Frame- 100% Insulation to Roof- 100% Fit Windows- 100% Install Cladding- 100% M & E First Fix- 100% Internal Pasterboard/Skim-100% Lift Installation – 100%	

	<p>Hot/Cold Water Mains- 100%</p> <p>M & E 2nd Fix- 100%</p> <p>Wall tiling – 100%</p> <p>Vinyl Flooring = 100%</p> <p>Decoration – 100%</p> <p>Floor Coverings-100%</p> <p>Testing -100%</p> <p>Final Clean- 100%</p> <p><u>Actual Progress-</u></p> <p>Site Set up/Remove Trees-100%</p> <p>Fit Hoarding-100%</p> <p>Scrape Off Reduced Level- 100%</p> <p>Foundations- 100%</p> <p>Pour Concrete Pads- 100%</p> <p>Ground Floor Slabs-0%</p> <p>Drainage-80%</p> <p>Scaffolding -100%</p> <p>Erect Steel Transfer Frame-100%</p> <p>Erect Timber Frame (Now Steel)- 100%</p> <p>Insulation to Roof- 90%</p> <p>Fit Windows- 30%</p> <p>Install Cladding- 0%</p> <p>M & E First Fix- 80%</p> <p>Internal Pasterboard/Skim-55%</p> <p>Lift Installation – 10%</p> <p>Hot/Cold Water Mains- 70%</p> <p>M & E 2nd Fix- 0%</p> <p>Wall tiling – 0%</p> <p>Vinyl Flooring = 0%</p> <p>Decoration – 0%</p> <p>Floor Coverings-0%</p> <p>Testing -0%</p> <p>Final Clean- 0%</p>	
	<p><u>Executive Summary</u></p> <p>Internally works are progressing well. Double Boarding of internal walls is now some 80% complete. The installation of the internal ventilation system installation above the MF ceilings is now well progressed and this has allowed the skimming of these rooms to commence.</p>	

	<p>Installation of shower trays is following on in skimmed rooms and door casings and framings will commence soon.</p> <p>The plumbing and electrical/data first fix are now 80% complete. The second delivery of windows has been taken and installation of these are ongoing.</p> <p>Externally the facing brickwork has progressed to first floor level, and the remaining SFS structural framing and boarding will be complete within two weeks. This will permit installation of the cladding to commence, once final design detailing is complete.</p> <p>The lift shaft works have now been completed internally and the installation is scheduled to commence on 15th May 2017.</p> <p>Overall progress is currently 20/22 weeks behind the original completion date.</p>	
	<p><u>Progress Photographs at 30th April 2017</u></p> <p>A. External Faacde Brickwork at 1st Floor Level</p> 	

B. External Façade Progression: 1st Floor Brickwork



C. Contrasting Facing Brick: 1st Floor Level



D. Internal Framing Progression: Window Installation



E. Room Skimmed and Windows Installed



F. Room Skimmed and Windows Installed



G. Internal Skimming Progression



H. Internal Lift Shaft Completed and Ready for Install



I. Shower Tray Installation



J. Materials on Site



3.0

Design/ Construction/Planning Information

Instruction issued to CAL to place order with Yorkshire Water for clean water metered connection.

Building Control and CRL Warranty visits ongoing.

CAL to issue matrix updating all on Planning Discharge matters, and obtain written confirmation from Sheffield Planning regarding acceptance/compliance.

Collateral Warranty now received from the structural steel subcontractor. CAL to pursue outstanding warranties (eg. ADS St Eng).

4.0

Commercial/Contractual

CAL submitted Application for Payment 11, now certified and paid. Application for Payment 12 received and to be processed this week.

5.0	Any other Business	
	No Issues to Report	
6.0	Date of Next Meeting	
	To be Confirmed	