



University of London

Cartwright Gardens Community Liaison Group

Thursday 1st September 2021

19:00 – 19:30

Garden Halls

1 Introductions and apologies

All attendees introduced themselves, apologies from Kleo

2 Actions from last Meeting

2.1 Action point in relation to the S106 plans that had not been loaded and David apologised for this and would arrange for this to be done by the next day 12th February 2020 and going forward all management plans should be uploaded to the CLG site.

Update – CO'D has located the plans and will distribute to the CLG at the next meeting

Outstanding Action UPP

2.2 The review of LUX levels following the replacement of faulty fittings within HPT stairwells has been measured by the contractor Briggs and Forester. It was also reported that the lighting in the kitchens sometimes are left on all night and the blinds are not always pulled down. Students in HPT will now be notified of this via the APP and the LUX levels report to be shared and uploaded to the CLG site.

Outstanding Action UPP

3 Operations Update

- 3.1** Paul Fisher has joined the Garden Halls team as Interim General Manager until March 2022 during Sarah's maternity leave
- 3.2** PF provided a site update. Summer conferencing took place at Garden Halls this summer although at a lower capacity than previous years, with just over 900 students staying.
- 3.3** Student intake will take place on the 12th September, and the team are making final preparations for the day. We are expecting the halls to be occupied to capacity. A number of students will arrive slightly earlier in order to travel quarantine before the check-in day
- 3.4** Showsec security will be brought in to support the night team from the 12th September for 3 weeks

4 Complaints

- 4.1** No complaints

5 Grounds

Nothing to report

6 AOB

- 6.1** GJ raised a point regarding the LUX levels in HPT and whether the light could be switched off overnight. PF said that the lights in the kitchen is on sensors and they will be checked by the site team to ensure they are all working correctly. GJ also raised that the blinds in the HPT kitchens and the townhouse lounges are constantly raised. PF said that the team will check the blinds are all in working condition.

UPP Action

- 6.2** GJ raised that the door number from the UoL flexi-space is missing and needs to be replaced

UPP Action

- 6.3** GJ raised that the mobile phone number for the reception phone was not working. The phone number for reception is 07702 569 315

- 6.4** GJ raised that a number of the Townhouse trickle vents appear to be loose. PF said that a request will be raised with the maintenance team to look into this and repair where necessary

Action UPP

- 6.5** SC raised that roadworks had started outside the front entrance of Garden Halls on Cartwright Gardens, without notice to local residents. PF said that Garden Halls had not received any notice of the works either and that information would be shared if passed on by Camden Council

- 6.6** SC mentioned that contact had been made with the International Lutheran Student Centre development on Sandwich Street and that a meeting will be arranged for the near future. PF said that representees from Garden Halls would like to attend and if the details could be shared

Dates of next meeting

The next meeting has been arranged for the Wednesday 10th

November 2021 at 7pm at Garden Halls