



Crescent House Residents' Liaison Group (RLG) 25 January 2024 Meeting Summary

Date: Thursday 25 January 2024 from 6:00 pm – 7:00 pm

Venue: Golden Lane Estate Community Centre and Microsoft Teams

Attendees	John Muldoon	Your Shout (Chair)
	Amaar Lone	Your Shout
	Jason Hayes	City of London Corporation
	Nick Condon	Project Manager
	Jacqueline Swanson	Leaseholder / CoL Resident Comms

5 residents attended the meeting.

Apologies 1 resident sent their apologies
Along with Cllrs Frampton and Wilkins

This was the fifteenth official meeting of the Residents' Liaison Group. The meeting's agenda was:

1. Crescent House Pilot Project Update.
 - a. Lived-in testing and what we will do with the results
 - b. Glazing: louvres, aluminium window, translucent panel, Fineo comparison
2. Crescent House Project.
 - a. Scope of work
 - b. Tendering, procurement, QS
 - c. Decanting: resident needs survey
3. Communications.
4. Suggestions for items for discussion at future meetings.

Matters Discussed:

1. **Crescent House Pilot Project Update**
 - a. There was a positive residents meeting with the ventilation system designer on Wednesday 24 – everyone present, residents and Project Team, developed a much better understanding of how the system operates.

- b. A ventilation test using a smoke bomb set off in the kitchen with all doors closed – revealed positive ventilation movement towards the bathroom.
- c. The team is still waiting for the test reports on the testing done before Christmas (thermographic, ventilation and water).
- d. As a part of the lived-in testing data loggers (humidity, temperature, condensation on aluminium window etc) have been installed. A member of the Design Team moved into the pilot flat last Saturday and will be recording day-to-day uses such as cooking, using the kettle, taking a shower etc for the next 3 months. We will then know how well the pilot flat performs in real-life situations.
- e. Regarding the ventilation system – there will always be some level of condensation, the key issue is how quickly the system extracts condensation.

2. Crescent House Project

- a. On 16 December 2023 planning permission was granted with a series of conditions attached. These conditions will add to the scope of works for the Crescent House Project.

Glazing

- b. Aluminium windows – one of the conditions requires the architects to explore further options for the aluminium windows. The testing results will show whether there is a condensation problem with the aluminium window frame.
- c. Under bookshelf panel - the planning conditions require translucent panels under the bookshelf (not opaque). The project team is waiting on samples.
- d. Louvres – the architects are also exploring several options: replacing the louvres with a casement window and on the request of residents a further option to retain the louvres by installing an interior casement window.
- e. In the summer, the third floor flats are very exposed to heat gain. If all windows are shut it gets too hot – louvres are the only secure option for cross-ventilation.
- f. After the testing period, a pane of Fineo glazing will be installed in the pilot scheme to allow direct comparison with Landvac glazing. Residents will have the opportunity to view and compare. For tender, the intent is to price for both. Did the architects explore any other options apart from Landvac and Fineo? In theory, we would receive better pricing if there were more options during the tender process.
- g. As a part of the planning conditions a detailed maintenance schedule has to be produced by the City of London and agreed with the planners. Different options will be explored.

Scope of Works

- h. Rough scope of works – aluminium and timber windows, main and kitchen roof, redecoration of external areas requiring scaffolding, soffit insulation and lighting (need to explore overall lighting strategy), heating and ventilation works, tackling existing mould and damp, mosaic tile repairs to include ground floor (planning condition), maintenance strategy (planning condition), scaffolding, relocation of residents and associated enabling works.
- i. The external decorations (apart from the windows) on the internal courtyards and corridors within the block will not be done under this contract due to the extent of repairs needed before work can start. This will be covered under a separate contract.



Tender and Procurement

- j. Before the project goes out to tender the scope of works needs to be finalised and the additional design work for windows and options for maintenance need to be completed. We also need the results of the data logging and BRE reports prior to tendering.
- k. There will be a 2-stage tender – qualification and detailed stages.
- l. Planned tender date still unsure – slight concern about how long BRE is taking with reports.
- m. What if we find out it is cheaper to carry out works flat by flat rather than through a tender? This will be considered by the project team.

Decanting / Resident need survey

- n. Resident relocating needs to be a significant element of the tender.
- o. There are a number of void flats across the estate on which work is being undertaken (window frames refurbishment, kitchen and bathroom brought up to CoL void standard, additional decorating where necessary). If any flats become void in Crescent House they will also have the relevant work undertaken so they can be also available for temporary relocation.
- p. CoL undertakes an annual audit for tenants. Project team is meeting with Housing to discuss including relevant questions for Crescent House if appropriate at this stage.
- q. As part of pre-commencement works there will be a visit to each household to better understand the scope of work required and also temporary relocations needs.

3. Communications

- a. Group agreed that quarterly newsletters would be useful and that it was worth establishing whether some residents wanted a digital copy only.
- b. The website needs updating and is being discussed. RLG members are invited to feedback once new structure agreed. Request for redundant info to be removed.
- c. A request for personal details to be redacted from the RLG notes before publishing on website.
- d. The group appreciated being able to feedback on meeting summary notes before they are approved and published. The drafts should normally be available within one week, two weeks at most. Residents would then have four or five days, including a weekend, to respond.
- e. Request for decanting to be referred to as resident relocation. In principle agreed but as Decanting is an officially recognised term with its own policy and procedures, it may need to be used in certain circumstances.

The meeting closed at 7:00 pm

January 2024
Your Shout