



Crescent House Residents' Liaison Group (RLG) 09 April 2024 Meeting Summary

Date:	Tuesday 09 April 2024 from 6:00 pm – 7:00 pm	
Venue:	Golden Lane Estate Community Centre and Microsoft Teams	
Attendees	John Muldoon Jason Hayes Nick Condon Jacqueline Swanson 3 Tenants 4 Leaseholders Cllr Ceri Wilkins Cllr Dawn Frampton	Your Shout (Chair) City of London Corporation Project Manager Leaseholder / CoL Resident Comms Elected Member Elected Member

This was the sixteenth official meeting of the Residents' Liaison Group.

Agenda

1. Crescent House Pilot Project Update
 - a. Lived-in testing complete, final report awaited
 - b. Discharge of conditions progress
 - c. Glazing
 - i. Sample for review: new Landvac glass, under book shelf opaque panel, spandrel panel
 - ii. Update on louvres and aluminium window options
 - iii. Update on installation of Fineo and new Landvac samples
 - iv. Resuming resident visits
2. Crescent House Project
 - a. Update on tendering process, brief for contractors. Tendering, procurement, QS
 - b. Revised programme to works starting on site
 - c. Further heating assessment being undertaken by Gas Consultant
3. Communications
 - a. Newsletter: next newsletter end of April, rough outline of content, any comments
 - b. Website: feedback on test site
4. Suggestions for items for discussion at future meetings



5. Confirm the date of the next meeting (every other month now) – **Thursday 23 May**

Matters discussed:

(1) Crescent House Pilot Project Update

(a) Lived-in testing complete, final report awaited.

The architect who had been living in the flat has moved out and the assessment process has commenced. BRE (British Research Establishment) will be removing the data loggers on Friday and then downloading the data for analysis. Initial results suggest there was not much condensation. Final reports will be ready in 5 or 6 weeks.

(b) Discharge of conditions progress.

The architect has drafted a methodology for recording how much work for each flat will be required.

A method statement will be produced to define the maintenance schedule, without the need for scaffolding to be repeatedly erected and dismantled for different works.

(c) Glazing

(i) Sample for review: new Landvac glass, under bookshelf opaque panel, spandrel panel.

Landvac sample – circular ports removed and horizontal straight line port inserted. Question raised about the edging – NC to follow up.

Under book shelf panel was also available - questions were asked about the opacity of the glass and the green tinge. Potential for using film was also discussed – more research required

Spandrel panel turned out to be too big to bring along but NC advised that English Heritage wanted the textured surface facing outwards, whereas currently the smooth surface faces outward.

(ii) Update on louvres and aluminium window options.

There are three options for the louvres:

- Replace with new louvres (Landvac glass)
- Replace with a top-hung inward opening window
- Retain the louvres & install an internal door

The architect has approached prospective suppliers.

There are three options for the aluminium windows:

- Improve the existing window
- Replace them with new vertically hung pivoted window
- Replace with horizontally hung pivoted window



Alternative finishes will be examined.

(iii) Update on installation of Fineo and Landvac samples.

The new Landvac glass has been ordered, delivery expected end of June (we already have Fineo). Both samples will be installed in the two centrally pivoted windows for comparison. No scaffolding will be required.

(iv) Resuming resident visits.

The data loggers must be removed before these can resume. JS will organise a visit for RLG members who want to visit again, plus other CH residents before opening up to the rest of the estate. Most visits will happen after Fineo and new Landvac samples installed.

2) Crescent House Project

a) Update on tendering process, brief for contractors, costs (QS)

Tender: This will be a two-stage tender. The first stage is a pre-qualification process to ensure that stage two bidders are suitably qualified to make a viable bid.

A package was prepared for the procurement team and delivered on 4 April. This is now being reviewed before uploading to the portal which should happen within the next couple of weeks.

The package includes a briefing document providing full information for prospective bidders; two key focuses – experience of listed buildings and sympathetic working with residents (decanting, additional needs etc).

The briefing document also includes the need for flexibility of timing in case of unforeseen delays. A maximum of 6 flats will be worked on at any given time.

Based on their successful work on the pilot project., the two sub-contractors who worked on the windows have been named; TRC and SFWR. They have confirmed they have the capacity to work on 6 flats at a time whilst maintaining the same quality of workmanship.

Once stage 1 goes live, JS/NC would like to share briefing document and quality questions with the RLG.

QS: There will be a meeting during week commencing 15 April with the QS to estimate costs to assist in appraising bids.

Contract: Questions were asked about including penalties in the contracts and who awards the contracts.

It was clarified that the City of London Corporation can exclude contractors and that Members award contracts based on officer reports.

There is a need to ensure that main contractor uses good sub-contractors and have default remedies in place.



b) Revised programme to works starting on site.

The date of tender return for the first stage is likely to be end of May 2024 (we can confirm once stage 1 is published on the portal), and for the second stage end of July 2024, with the contract awarded December 2024, depending on Committee approvals and S.20 process.

An explanation was provided about the issue of further S.20 notices. There will be two further S.20 notices, one before the award of contract and one after the award of contract. It is a 70-day process.

A question was asked about how long it would be until the costs per leaseholder were agreed, and what is rechargeable and what isn't. The second S.20 notice will include a cost estimate of rechargeable costs. In the next week or so JS/NC need to establish when rechargeables are going to be confirmed and will feedback.

The QS will not determine what is rechargeable: the CoL legal team will give an opinion and the final decision will be determined by Committee.

c) Further heating assessment being undertaken by Gas Consultant.

Morgan Lambert will be undertaking a gas review to understand how Crescent House complies with various parts of gas legislation. We will then know which flats will have to have their gas heating replaced with electric. Testing of electricity supply will be undertaken in the next few weeks – waiting on date from UKPN.

3) Communications

(a) Newsletter: The next newsletter will be produced later this Spring

(b) Website: feedback on test site is welcome, thanks for comments so far

4) Suggestions for items for discussion at future meetings.

a) Concrete cleaning: Questions were asked about the method of concrete cleaning - this might damage the external finish. It was explained this was not in the scope of the tender. Such cleaning could be undertaken by use of a cherry-picker, rather than requiring the erection of scaffolding.

b) Residents Meeting: JS/NC to follow up before next meeting with some potential dates, topics for presentation (eg louvre and aluminium windows options), discussion etc.

PLUS

c) A member of the RLG supplied a list of 30 questions. Given that the meeting had already over-run the room booking time, it was agreed that responses would be provided by email in the next few days.

d) It was noted that this was the last RLG meeting for Mr Jason Hayes, Head of Major Works, City of London Corporation and members thanked him for his



significant efforts on this project and wished him well in his future endeavours.

- 5) **Date of the next meeting** (4th Thursday of every other month) was confirmed: Thursday 23 May 2024, downstairs in the GLE Community Centre from 6.00 pm to 7.00pm.