



## Crescent House Residents' Liaison Group (RLG) Meeting 27 October 2022

**Date:** Thursday 27 October 2022 from 6:00 pm – 7:30 pm

**Venue:** Golden Lane Estate Community Centre and Microsoft Teams

**Attendees:** John Muldoon                      Your Shout (Chair)  
Justin Chow                                Your Shout  
Jason Hayes                                The City of London Corporation

2 Residents attended the meeting in-person

**Apologies:** 3 Residents sent their apologies

This is the sixth official meeting for the Crescent House Residents' Liaison Group. The meeting's agenda was:

1. Reminder of role of the RLG and its protocols
2. Update on Pilot Project
  - a. Update on the condition of the windows assessed to date
  - b. Update on contractor engagement
3. Update on costs
4. Feedback on the autumn newsletter
5. Winter Measures campaign
6. Suggested items for discussion at future meetings.
7. Site visit to the Pilot Flat
  - a. Reminder of the health and safety protocol when visiting a work site
8. Date of next meeting – Thursday 24 November
9. Date of festive gathering

Meeting adjourned at the Community Centre at 7.00 pm and proceeded to a site visit at the pilot flat.

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## 1. The role of the RLG

- This was restated and the protocols for meetings repeated. Essentially, that everyone treats each other with courtesy and respect, and that matters discussed are regarded as confidential until advised that they are in the public domain. Members were asked what they thought was going well about the group and whether communications could be improved. Members were happy with the functioning of the RLG and suggested no improvements to its operation.

## 2. Residents' Comments

- Residents provided feedback on the distribution of the autumn newsletter.
  - The newsletter will be ignored if delivered in an envelope by Royal Mail.
  - Requested extra copies of the autumn newsletter for Monday's GLERA Meeting (31 October).
- Residents mentioned the need for a new round of community meetings.
- Residents enquired about the process for the procurement exercise.
- Residents suggested that the City of London should insert a special pre-requisite on the invitation to tender for specialist contractors.
  - Contractors cannot bid on the main project unless they are interested in the pilot project.
- Residents enquired about the bidding processes.
  - They enquired about the status of ordering the glass panes.
  - They commented on ethical issues with one of the manufacturers of vacuum glazing.
- Residents suggested that the City needs to be mindful of the opening hours of the businesses when the scaffolding is being installed.
- Residents suggested that the City should liaise with businesses affected by the scaffolding on what to do with the site hoardings.
- Residents enquired about the project timescale of the scaffolding works.
- Residents welcomed an independently assessed embodied carbon report.
- Residents reiterated that they hope to see improvement in ventilation with the new windows.
- Residents enquired about how the contractor will undertake measurements of the windows.
- Residents understand that apportionment is a legal matter.
- Residents requested further clarification on how the apportionment will be calculated and who will be in charge of these discussions.
- Residents requested further information on the winter measures and information that could be included in their community newsletter.

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- Residents suggested that the December meeting should be held on an earlier date.

### 3. The City of London Corporation Responses:

- The project manager confirmed that the latest version of the newsletter has been distributed.
- The project manager asked residents for feedback on the latest newsletter.
- The project manager provided updates on the pilot project:
  - In preparation for the commencement of the pilot project, the project team has been going through documents that discharge the planning conditions.
  - Procurement of specialist contractors is currently underway; the project team will need to follow certain rules of engagement while preparing the tender document.
  - The project team has made unsuccessful efforts to engage with the specialist contractor that some residents recommended.
  - Contractors showed genuine interest in the pilot project.
  - Further assessment, through a compliant procurement exercise, from the specialist contractors and suppliers is required before contracts could be awarded.
- The project manager provided an update on the installation of the scaffolding.
  - The project team has completed the design of the scaffolding, and they are currently engaging with the City's scaffolding department.
  - Due to the Grade II\* status of Crescent House, the scaffolding cannot be drilled into the mosaic tiling, instead, it will be a frame that covers the pilot flat and surrounding flats. The City will be liaising with those affected and ensure impacts are minimised as much as is practically possible.
  - Hoarding will be installed on the scaffolding base on the ground floor.
  - The scaffolding could remain in place for six-eight months.
  - The scaffolding will need to be installed before specialist contractors and consultants can move in and further assess the windows.
- The project team is targeting November to start the tender process.
  - The tender process will take around four weeks; results could be announced before Christmas.
- The project manager provided an update on the archaeological survey.
  - The Museum of London Archaeological Department has been contracted to undertake the archaeological survey.
- The project manager provided an update on the window panels.
  - Representatives of the different vacuum glazing manufacturers have visited the flat, further calculation on the cost and specification will be required when the scaffolding is installed.
  - The project manager reiterated that when procuring the vacuum-glazed panels, the project team is mindful of the panel size.

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- The project manager reiterated that shipping (lead time) must be considered when procuring vacuum glazing panels.
- The project manager explained that cost will be a major concern when procuring the vacuum-glazed panels, and the project team will assess all the options.
- The project manager updated the residents on other assessments on the windows.
  - Specialist assessors have been engaged to test the performance of the windows at each stage.
- The project manager noted that balancing heating and ventilation is a major challenge to the project.
- The project manager reiterated that the pilot project is a demonstration of the different potential options for future-proofing Crescent House.
- The project manager informed the residents that the pilot flat has undergone an electrical capacity test.
  - Data loggers were installed into the electrical system to monitor power usage and the results were lower than expected.
  - The project manager noted that electrical usage might vary over time.
- The project manager explained why in some properties, it may not be possible to use the existing flue arrangements for the heating systems.
- The project manager provided an update to the cost calculation.
  - The project manager has received updated costs and will review before sharing. They reiterated that these are project costs and not reflecting contributions.
  - The project manager reiterated that the pilot project will provide a much better picture for the cost calculation and help reduce risk.
- The project manager informed the residents that the City will be implementing winter measures for the residents.
  - The winter measures received support from the elected members.
  - The Major Works Team is currently working on the details of the winter measures.
  - A list of winter measures has been proposed and they will be tested in a few voids/ volunteered properties.
  - Survey forms will be distributed across the Golden Lane Estate by Your Shout.
    - The project manager hoped that the survey will provide the project team with an insight into what measures will be needed to keep the residents warm during this winter.
  - A team of fieldworkers from Your Shout will conduct a door knocking exercise once the survey form is delivered, to contact those residents who have not responded.
  - The project manager has identified measures to minimise the impact of winter weather on the residents.
- The project manager agreed that the vacant positions on the Residents' Liaison Group should be advertised on the dedicated project website.

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- The project manager once again welcomed comments from members of the Residents' Liaison Group.
- The project manager suggested inviting representatives from Studio Partington onto the November Residents' Liaison Group meeting.

#### 4. Your Shout Response

- Your Shout noted the comments and suggestions from members of the Residents' Liaison Group.
- Your Shout will advertise for the vacant positions on the Residents' Liaison Group on the dedicated project website.
- Your Shout noted that the December Residents' Liaison Group will be a normal working meeting held on an earlier date.

#### 5. Final Remarks

- Next Residents' Liaison Group Meeting – 24 November 2022

The meeting closed at 7:00 pm and proceeded to the site visit.

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November 2022

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