Crescent House Residents' Liaison Group (RLG) Meeting

22 October 2024

Date:	Tuesday 22 October 2024 from 6.00 pm – 7.00 pm	
Venue:	**Sir Ralph Perring Centre at 6.00 pm.**	
Attendees:	Nick Condon	Project Manager
	Greg Wade	CoL Head of Major Works
	Jacqueline Swanson	Leaseholder/CoL Resi Comms
	Five Leaseholders	
	Two Tenants	
	Cllr Ceri Wilkins	Elected Member

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

1. Project update
   a) tender progress
   b) programme update
   c) update on reports (electric capacity, gas compliancy, over-heating)
2. Heating
   a) group suggestions for alternative heating systems
3. Plumbing
   a) Project Team liaising with Repairs Team
   b) group member insights, observations
4. Fire Doors
5. Comms
6. AOB

Meeting Summary

Apologies: Cllr Dawn Frampton, Elected Member
Introductions: Greg Wade, new Head of Major Works; plus a potential new resident member, leaseholder of one of the interior corridor flats.

1. PROJECT UPDATE

Tender Update:

The Project Manager (PM) reasserted the importance of getting the right contractor and establishing the right relationship with the contractor. The contractor also needs to fully understand what we actually are expecting from them and what we expect them to do, and to have allowed for that in their pricing.

The first stage tender is complete – there were seven tender returns and these have been evaluated by the Project Manager, the Project Architect and the then interim Head of Major Works, with five contractors selected to go through to stage 2. The first stage evaluation had a very specific marking process. The project is very complex and despite significant efforts being made to make sure the documents were clear and extensive in presenting the scope of works, the evaluators were not completely convinced that all the shortlisted contractors fully understood what is actually required (particularly in terms of temporary relocating residents). It was agreed that the stage 2 documents needed to be amended so as to be stronger and clearer in specifying the project requirements and expectations.

The Project Team are currently working with Procurement. This is complicated by the fact that Procurement have a specific set of protocols that they have to work to. However, the focus is very much on making sure that the tender process will deliver the right contractor. To that end the contract is also being reviewed.

One of the queries from Contractors included a request to classify each different window type to simplify pricing. The Project Team have produced a very detailed window schedule which should be included with stage 2 documents.

A briefing session is also to be included as part of stage 2 and this will be with the actual on-site staff, not the bid writers. This briefing session will include a visit to an empty property in CH, along with the Pilot Flat, and will need to take place very early on in stage 2 so as to make sure that the tender is being priced fully and correctly.

The PM particularly wants to make sure that the Contractor fully understands what is expected of them in terms of the decanting element of the project. The Contractors are to include a Resident Liaison Officer (RLO) who will be expected to liaise very closely with City of London Senior Decant Office. The Contractor's RLO will have the authority to manage the professional removals company and resolve any related decanting issues, with the senior Decant Officer providing an immediate point of contact for residents.

Temporary accommodation update:
Along with a two-bedroom flat in Bayer, a one bedroom in Great Arthur we now have two more flats in Crescent House (108 and 202) plus the pilot flat. The intention is to bring these two additional flats up to same standard as the pilot flat before the Project works begin. An additional flat is still required, ideally an interior corridor flat in Crescent House would give the Project Team a chance to demonstrate how the ventilation system will work.

Refurbishing 108 and 202 will also provide a benchmark of how long the work will take (this was not something that could be established with the pilot flat because of its stop and start nature to accommodate all the various stakeholders etc).

Programme update:
The current programme timetables contract approval at January CCS committee. To stick to this schedule would require a very quick resolution of the stage 2 documents review. There is likelihood that the programme will have to be reviewed subject to progress with the stage 2 tender.

Reports update:
Electrical capacity: there is now have a full understanding of the electrical power supply capacity that comes into the building. However, UKPN have not been able to confirm the maximum supply being pulled by the building and this information is important in order to understand how much spare capacity there is.

Data loggers are being installed to read the electrical supply being drawn over a set period of time. The data supplied is essential for planning for any future degassing of the building, bearing in mind that the improvements that come with he works (windows, insulation etc) should decrease the heating demand.

Gas Compliancy: report from the Gas Consultant has been received – there are a couple of questions to be answered before the report is issued

TM59 over-heating modelling: the report has been completed and is with the Architect for review. As it is a desktop survey there is scope for introducing different variables to get a fuller picture. The survey was undertaken in the pilot flat and a flat on each of the first and second corridor flats.

2. HEATING

The heating system installed in the pilot flat was as a result of research into the various options that were available with cost to run being the key factor. PM will revisit the brief - looking to the future the cost benefit of the current system may not be so strong and the Design Team are happy to consider alternative heating systems but future estimated operating costs will always be the main consideration. Thank you to a RLG member for sending information through about other systems.

Underfloor heating electric mats were also suggested with a view to exploring costs against using storage heaters. Electric matting is very easy to install with multiple floor finishes possible. First and second floors have wooden floors but this matting can be laid on top.

There was also the suggestion that the decanting of residents provides an opportunity to rip out all the old redundant pipes, including water pipes for the old under floor heating, and at the very least a complete review of what pipes are for what is required. This will not only free up space for residents but potentially deal with any rusting leaking pipes.

Is this also an opportunity to consider installation of heat exchange units? A services engineer would be required to look at this is in more detail. PM to discuss with the CoL.

UPDATE from GW: There is support from the Corporation to review, but despite the potential long-term cost benefits, there's no guarantee this could be incorporated to the scope of works at this stage, due to on-going budgetary pressures and conflicting priorities across the major works programme, which also have to be taken into consideration by the Corporation.

3. PLUMBING

Project Manager and new Property Services Officer in Repairs Team are liaising closely, particularly around the issue of leaks coming through the soffit near the Shakespeare pub which will have to resolved before any insulation can be installed. There is also a plumbing issue with one of the recent voids which is also being tackled and there is confidence it will be done properly.

There is a new Head of Repairs (Beverly Andrews) and it's important that all issues get reported direct to them. Anything historic that hasn't been dealt with should be reported again.

4. FIRE DOORS

Ideally fire doors should be installed whilst residents are temporarily decanted. The fire doors are under a different contract but the Major Works Team are trying to work out how to dovetail the two workstreams, including getting the fire door design through planning.

The Fire Strategy report has been undertaken by consultants BB7 and effectively there are three flats that might have a potential problem, but the rest comply with fire regulations. Solutions have been suggested and are being considered.

Observation: in the fire report that was done in 2017, the two-bedroom corner flats were missed out completely. They have been included in the BB7 report.

Resident member hoped that as per the Golden Lane Listed Building Guidelines that the fire doors would be painted with original Hollybush green (BS4800 14C39) – one of the original standard BS Colours specified by original architects CPB. It can be seen on some of the internal shed doors and front doors of some of the single aspect flats.

5. COMMS UPDATE

Comm Comm UK are in the process of coming on board and will attend the November RLG. Their role will be to support the way the group has been working and develop a solid infrastructure for ongoing communications and consultations.

Next meeting Thursday 28 November (fourth Thursday of the month)