Golden Lane Estate Wider Estate Residents' Liaison Group (RLG) Meeting

Date: Thursday 24 July 2024, 6.30pm - 7.30pm

Venue: Sir Ralph Perring Centre

Attendees:

Greg Wade	CoL Head of Major Works Department
Bunmi Ali	CoL Project Manager
Kindy Bansal-Shah	CoL Golden Lane Estate Co-ordinator
Peta Caine	CoL Director of Housing
Nick Condon	Consultant Project Manager
Lillian Serunkuma	CCUK
Hannah Grogan	CCUK
Dawn Frampton	Cripplegate Councillor
Sue Pearson	GLERA Chair

3 residents from Great Arthur House, Stanley Cohen House and Basterfield House

Apologies: 2 residents

This is the tenth official meeting of the GLE Wider Estate Residents' Liaison Group.

Agenda:

1. Welcome & housekeeping
2. Terms of Reference
3. Wider Estate progress update:
   a. Current work & surveys
   b. Programme, including Committee updates
   c. Procurement update
4. 'Meanwhile repairs' update
5. HRB factsheet
6. AOB

Meeting Notes

1. Welcome & introductions

Apologies as listed above. Members were asked to RSVP for future meetings.
HG pointed out that the RLG was not an open meeting, so if anyone else wished to attend to please contact the project team about joining the RLG before the meeting.
LS gave an update on progress of potential new attendees, particularly tenants, following door knocking.

2. Terms of Reference

CCUK asked for signed copies to be returned by attendees. SP asked if the members could make comments, for example she was not sure about 'share accurate information' or anonymised notes.

Action: All RLG members to send any comments they have on the Terms of Reference to CCUK to update and be signed off at the next meeting. Leave plenty of time for discussion/approval at next meeting.

SP pointed out that Great Arthur House (GAH) is a very different project and needs its own RLG, and she felt it was important to have separate house groups. GW explained that the intention was for there to be different RLGs for each package of works, so GAH would have its own group. SP suggested sooner rather than later, though GW explained that it has only just been re-launched with the design team still in the process of being fully assembled. The first GAH Design Team Meeting is scheduled for September. SP suggested that a GAH RLG could also cover the roof works, although this project is being delivered by the New Developments and Special Projects Team. GW agreed that both project managers could attend.
Action: CCUK to discuss with project team about set-up times for GAH RLG. Include interested tenants/leaseholders in the introduction event (planned for August).

3. Progress Update

3a. Current work and surveys

NC explained the surveys and design process, including appointing consultants and surveyors, agreeing the scope of works, discussing capabilities and fee proposals, agreeing terms & conditions before finally getting started. It's quite a long-drawn out process to get things going but is progressing well and there are a lot of consultants on board.

- Baily Garner (consultant) – condition surveys. Cuthbert Harrowing is now complete (although not yet issued), and they are providing quotations for surveys on the remaining buildings on the estate, to take into account repairs and redecorations in communal internal and external areas.

- Work is ongoing in 2 Bayer. As previously reported, this was initially held up as planning permission and listed building consent were required, but trial works are now progressing. So far, the team has installed glass of similar weight to vacuum glazing within the aluminium frames and carried out weight testing, as the structural engineer wanted to confirm whether the frames were capable of taking the additional load. Meeting on site 24/7/25 with specialist contractor – Stand Engineers have carried out structural tests and there have been 3 prototypes., When the next one has been finalised, the team are hoping they will be in a position to show planners and Historic England.

- BB7 – fire assessment & compartmentation. There has been a lot of discussion over this complex subject of fire risk and how to deal with it. Fire Risk Assessments (FRAs) that have previously been carried out need to be updated and compartmentation reviews are needed, as well as FRAEW surveys in relation to the external walls. This is all part of the framework to understand how the buildings have been constructed and what the resulting fire risks might be.

- A flat in Basterfield has been surveyed due to a joint leaking into the flat from the roof slab. A company called SES are monitoring the roof slab to get an idea of movement during different weather conditions.

- Watkins Payne (consultant) are looking at the electrical installations and undertaking surveys, although they do keep finding new items for investigation. A report was issued internally last week which identified some potential design issues that need to be resolved.

- There has been a lot of discussion about gas and gas legislation – what complies and what doesn't - this links up with the work being carried out by the appointed Fire Engineer BB7.

- GERDA have carried out further front door surveys to review ironmongery and how to replace it with like for like to achieve Listed Building approval.

- Costs for Drain Surveys are being sought this week.

- Patrick Batty – this is a paint expert who has been researching the coats of paint applied to the GLE buildings. He takes a flake of paint with a stanley knife,– puts it into resin and looks under a microscope – identifies every layer of paint. Needs to be done for Historic England to provide them with reassurance that the City will aim to replicate the original paint colours.

- Rubbish chutes are being looked at re: fire risk.

There is a lot to co-ordinate with consultants and surveys, which takes time and due process.

3b. Programme

NC shared the GANTT chart. This currently shows slight delays of just a few weeks as the BB7 compartmentation work has not started, which affects the whole bar on the programme, however other design work has started which is ahead of programme.

- Hatfield House and Cullum Welch – Fire assessment work was due to start next week and is currently showing a 5-week delay. However, other design work has started, so it is still anticipated that the time can be made up.

- There is currently no delay on Cuthbert Harrowing, and design has commenced earlier than programmed.

- Maisonettes – same as Hatfield House and Cullum Welch.

- GAH – no delay. Appointments are being finalised by CoL and there will be a strategy meeting at end of August in advance of the Design Team Meetings, which are expected to start in earnest from September.

Committee updates

GW shared the activity timeline previously shared and explained the Committee approvals and current anticipated timelines.

The original timeline showed that all design information for Crescent House was due to be completed by early August. GW explained that although this deadline would not be met (due to previous delays in appointing consultants), this would have no effect on timing of the planned Gateway Report for presentation at Corporate Projects Board (CPB) in September, ahead of presentation to CCS Committee in October. GW reiterated that the

design development process was progressing well and real momentum had now been achieved.

Cuthbert Harrowing should go before the December committee – or possibly January 2026 Committee.

The remaining blocks on the estate will be targeted for completion of all design information (up to Planning submission) by the end of August 2026, with the final Gateway paper regarding budget costs to then be presented at Committee in either September or October 2026.

It was asked who presents to committee and GW confirmed it would be him.

3c. Procurement update

NC explained that everyone is in agreement that we must get the right contractor. The team wanted a peer review to look at logistics and gain an understanding of what will be required in terms of management from a contactor point of view.

Procurement were keen that this engagement opportunity was open to all, not just a few, so a pre-market Contractor briefing meeting was held on 2 July. There were around 40 people in attendance at the meeting (representing 30+ contractors), during which the long-term programme were presented and feedback gathered. Following this, a number of contractors returned for a site walkabout, including visits to the pilot flats.

This was followed on 21 & 23 July with individual meetings with some contractors, where the team discussed logistics and management, with two more meetings due later this week. It was stressed that the contractor would need to have a top-heavy management team. It is important to be sure that contractors have a clear understanding of what is required so they will tender accordingly. Good feedback was obtained on how contractors can see the project being delivered, how they would manage resources and also how they might address the challenge of site logistics.

Points of discussion included project management, the necessity to share site office/welfare, how many RLOs would be required and how they would interact with CoL. The team stressed the importance of experienced RLOs during interview. GK stressed the need for a very diplomatic, intuitive and experienced RLO, who can understand the characteristic sensitivities of the estate. This will be imperative for decant conversations.

The team felt this was a positive process, which helped contractors' understanding of what the City's expectations were regarding how the project should be run, based upon how the tender would be put together.

It was asked if anything new was learnt during the peer review and NC gave a few examples.

The team are confident that the procurement team understand the complexity of the projects and what is required. Furthermore, the Procurement Team have assured them that they will be as flexible as possible within procurement policy parameters.

4. Meanwhile Repairs update

The Property Services Officer for GLE, Nick Jenkins is leading on the repairs and NC is supporting.

5 flats have already been visited, 2 need emergency repairs and scaffolding (which requires a licence). The process has started (c/o Abbots) but could take some time to resolve.

There was also a sliding window in Basterfield that had dropped and needed emergency repairs, which were carried out and the window re-felted.

The others were assessed and didn't need urgent work to be done, hence they can be deferred to when the main contract works take place. Any requests for 'meanwhile' works are being assessed on the grounds of health & safety.

GW – confirmed that these works will be coded differently when raised as works orders, so won't be a recoverable leaseholder cost. A paper is going to CCS Committee in September to formally request approval of this approach.

SP – wanted to know about repairs carried out using a cherry picker over the Easter weekend (this was instructed and supervised by the Repairs and Maintenance team, not Major Works). SP requested that these are included under the umbrella of 'meanwhile' works even though they took place before this special initiative was announced. GW responded that these works were legacy items which had been identified some months ago and had been waiting on budget approval before they could be instructed. NC will ask NJ for the details of what was instructed, and to which properties, when NJ is back from annual leave. GW added that the question as to whether these repairs should be recharged to Leaseholders is a matter for Peta Caine (Director, Housing) and Judith Finlay (Executive Director, CCS) to decide upon.

The ‘meanwhile’ process was discussed – GW pointed out that the initiative has only just been set up. Resident patience would be appreciated, as it is not being resourced separately as an activity. Currently if anyone needs emergency repairs, they should contact Lillian or Nick Jenkins. Other people included on Nick Jenkins’ master list were those who had contacted the project team following the door-knocking exercise and consultation events in April and May, when GW spoke of the aspiration to carry out meanwhile works as an interim measure on the estate.

DF/others requested a letter drop, as not everyone on the estate is aware of this initiative or clear as to what is being offered.

Action: Do a letter drop to explain what meanwhile works are being collated by Lillian/Nick; and what falls outside of this and should go through usual channels. Explain who people should contact.

5. HRB factsheet

The HRB fact sheet is ready and is a priority to go out to residents. SP suggested that it would be useful to include the advice booklet of what you can/can’t do in your flat (re: LBC - red/orange/green booklet). Needs to go out to tenants too, not just leaseholders.

Members of the RLG felt that some areas need more explanation, for example boilers – what about emergency replacements? It was suggested that the HRB fact sheet needed to include more detail about emergency/essential repairs procedures in the context of approval from the Building Safety Regulator.

Action: Add some examples/scenarios to the HRB fact sheet e.g. My boiler has broken down, what should I do? Check what MSE residents/Barbican residents have received in terms of correspondence. Agreed not to circulate until extra items had been added. Need to eventually put on website and send out letters along with the booklet. Need more clarity on what can be done in an emergency situation (e.g. emergency boiler replacement). KB-S can supply some examples.

6. AOB

It was requested that there was a more accessible description/ flow chart showing the governance and sign off process for the project. This would help people understand the speed at which the different stages could be delivered and explain processes. He suggested that adding a staffing, sign-off flowchart to the website/letters would be useful.

Action: Put together a governance chart, showing sign off process and governance. The average resident isn't aware of the process, so this needs to be set out visually to help people understand reasons for unexplained delays. Suggest using infographics/visuals etc.

Residents queried the need for full scale decanting, particularly in the maisonettes, and asked if an alternative solution could be found for the guillotine windows, and that more widely a window type by window type approach could be considered. It was acknowledged that standards of thermal performance, air tightness, energy use and Listed status do not in and of themselves determine that every window needs to be restored and have vacuum glass installed. NC suggested that the project team will discuss this at the next Design Team Meeting, although the City has made their position clear in terms of the works being all inclusive.

Residents also queried the staging of the packages and whether they could be split out differently, particularly with reference to roof refurbishment/ replacement. GW explained the reasoning for the full package option (which involves carrying out all of the identified works to each block and at least two blocks being decanted at the same time) but acknowledged that it does need further discussion at tender stage. He also explained the delays associated with obtaining Grade II Listed Building consent and HRB Gateway 2 applications, adding that the City is trying to reduce this by bundling works together wherever practically possible

The next meeting will take place on **Thursday 23 October 2025.**

ENDS