

#### 3.3.1 General Notes:

This Section is intended to provide guidance on proposals for change within the interiors of dwellings and how their likely impact on the architectural character of the building will determine the need to apply for Listed Building Consent (LBC). Examples of potential changes are colour coded in relation to their likely status vis-à-vis planning and listed building requirements. In all cases, the criterion to be considered is whether a proposed item of work will affect the building's character in relation to its special architectural interest. Permissible works (shown in green) are those where there would be no such effect and where accordingly no application for consent would be required. Works which are difficult to assess without consideration of specific details and will need guidance as to whether or not a formal application is required are shown in amber. Then there will be clear cases of work for which a LBC application would be required, although this need not imply that consent will not be given. These are shown in red. And finally there are works which would clearly impact adversely on the special interest or character of the interiors and accordingly be likely to be refused permission (these examples are shown in black). It is important to note that the requirements in relation to listed building status are separate and additional to any obligations imposed by lease or any other conditions. In every category, additional guidance notes are cross-referenced to examples and depicted in a blue box.

Failure to obtain LBC for any works which affect the character of a listed building may carry a legal penalty (see Volume I, Section 6). If changes have been made to a flat which do not have due documentary proof that either a) LBC has been granted or was agreed in advance - or b) that it is clear from these guidelines (i.e. green category works or amber with confirmation) that such works would not require consent, this may delay the sale of the property in the future.

#### 3.3.1.2 Guidance for adaptation of existing dwellings to facilitate use by people with special needs

From time to time it may be necessary to adapt units in certain ways to cater for people with special needs. Examples might include widening doorways, introduction of a stairlift, or changing bathroom or kitchen configurations to allow for wheelchair accessibility or the introduction of tactile flooring for occupants with impaired sight. Whilst most changes are likely to fall within one of the categories covered in the Guidelines, it is recommended that in all such cases advice is sought from the City Corporation's Department of the Built Environment at the earliest opportunity in order to clarify where works may proceed unencumbered and identify cases where formal consent procedures are required.

### 3.3.1.3 General Notes: Headings

#### 3.3.2 GREEN

**Works that will not require a LBC application.**

#### 3.3.3 AMBER

**Works where advice should be sought to determine whether a LBC application is required**

#### 3.3.4 RED

**Works that require a LBC application**

#### 3.3.5 BLACK

**Proposals for which a LBC application is required but where consent is unlikely to be granted**

#### Guidance Notes

Notes to be read in conjunction with each of the categories

### Glossary of Terms

**Alteration** – changing the existing state of design

**Appliance** – cooking or heating apparatus

**Approved Palette** – a set of materials or colours formally adopted for use in specified locations at the Barbican

**Coated** – painted or varnished finishes

**Fabric** – the assembled materials of which the building and interiors are made

**Fittings** – built-in joinery, sanitary ware or cabinetry

**Invasive (non-invasive)** – aggressive or potentially disruptive / damaging to a surface or substrate

**‘like-for-like’** – the use of identical or equivalent material and/or design in any replacement work such that no alteration occurs

**Refurbishment** – the process of returning something to its former state/good condition

**Renewal / replacement** – the removal of existing fabric, fittings or installations and introduction of new in its place

**Repair** – mending existing fabric, fittings or installations

**Replication** – to reproduce exactly; to make a duplicate of an original (to make copies)

**Self-finished** – uncoated expressed material

## 3.3

## GUIDANCE FOR FLAT INTERIORS AND PRIVATE TERRACES AND BALCONIES

**3.3.2 Works that will not require a LBC application.****GREEN**

This section outlines works that are considered to have no impact on the special architectural interest of the building and will therefore not require Listed Building Consent.

**Examples****Guidance Notes**

1

Like-for-like repairs or matching replacement of any fixture or fabric

Examples of fixtures and fittings:

kitchen appliances, cabinets, sink & worktops  
door ironmongery and fittings  
light fittings, switches, sockets etc.

Examples of fabric:

Plastering and repairs to wall and ceiling  
Structural repairs to elements such as screed or soffits  
Slabs and walls

The retention of original fixtures and fittings is encouraged where it is practical or a like-for-like replacement is possible. Additionally residents are invited to donate any discarded original item to an Estate depository of salvaged items for potential use by other Barbican residents. For details contact Estate Management.

2

Internal redecoration with the exception of the inside of timber framed external windows and screens, unless the latter is like-for-like redecoration. Removal of non-original coatings to restore original finish and colour

Painting the exterior surface of window frames and screens is excluded from this category. Refer 3.3.5.1

Inside face of the external timber framed windows, screens and patio doors are generally finished in the same coating (originally varnished) as the outside face. This co-ordination is significant as the character of the Estate will be affected by any finishes which detract from overall design consistency, especially when it concerns the pivoted and reversible window sashes. Retention of the original finish specification is therefore encouraged. Application of non penetrating coatings such as paint systems is generally acceptable provided that the system does not permanently discolour or damage the timber frame (i.e. is reversible, allowing reinstatement of original finish). Penetrative coatings (staining systems) are not acceptable in this category.

3

Removal and renewal of floor finishes

Please refer to the conditions of lease.

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## Examples

## Guidance Notes

4

Addition of new electrical services installations within dwellings and replacement and renewal of the existing ones

Changes, upgrade and general replacement of electrical services and wiring not affecting the internal layout of the flats is acceptable. Please note that in the interest of safety, all electrical works must be carried out in compliance with the relevant regulations. Please also note that where landlord's supplies and fittings, such as under floor heating, intercom etc., are concerned all alterations and changes would need to be agreed and the method of implementation approved by the Barbican Estate Office.

5

Changes to original electrical fittings (e.g. light fittings, switch cover plates etc.) within dwellings

See guidance note 3.3.2.4 regarding safety precautions.

6

Overlaying finishes to the existing timber treads and risers to internal staircase

It is permissible to overlay or cover the treads and other parts of the internal stairs with carpet or other material provided that the work is reversible and that no permanent damage is suffered by the existing material and finishes.

7

Adding or removal of cladding over the original skirting detail

It is permissible to overlay or cover the original skirting details with other material and details provided that the application is reversible and that no permanent damage is caused to the original.

8

Fixing of new or additional locks or security devices to front doors and fire escape doors subject to guidance notes

It is permissible to change or add locking mechanisms and other security measures (e.g. door chains and door viewers) to front entrance doors and fire escape doors provided that the external manifestations are kept to a minimum (i.e. escutcheons, but not protective plates and their fixings and only as long as there are no changes to existing fire escape or fire fighting strategies. Also refer to guidance notes 3.1.2.6, 3.1.3.4, 3.2.2.6, 3.2.3.4 and 3.3.4.2.

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## Examples

## Guidance Notes

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Replacement of bathroom/ WC fittings and finishes

The permissible work to bathroom/WC is limited to changes to finishes, sanitary ware, vanity tops and bathroom accessories and the necessary enabling works. This does not apply to proposals to alter room shape, size or location. The latter will necessitate a LBC application-see Section 3.3.4.1.

10

Replacement of kitchen cabinetry, worktops and appliances

The permissible work to kitchens is limited to changes to cabinetry, appliances and finishes. This does not apply to proposals to alter room shape, size or location. The latter will necessitate a LBC application-see Section 3.3.4.1.

11

Removal or replacement of internal doors and frames and ironmongery to rooms, cupboards and wardrobes

Changes to doors, frames and ironmongery to internal doors and cupboards would need to be checked for suitability for fire compartmentation and escape route clearances.

12

Alterations to the wardrobes and cupboards that do not result in any alteration to plan layout of dwellings

Replacement or removal of internal carcasses, shelves, hanging rails, subdivisions, hooks, drawers etc; together with associated fixing details is permissible.  
See also Section 3.3.2.11 above and Section 3.3.3.3 in amber section.

13

Application of film or a coating to glazed sections of doors and screens in the dwellings

Where works to the glazed sections of internal screens and doors is limited to the application of a film or a coating a LBC application would not be required.

14

Removal of Garchey system inside dwellings

Removal of an individual Garchey terminal and associated plumbing work does not require an LBC application. It is, however, a requirement that the removal is carried out by professionals strictly in accordance with a method statement which must be obtained from the Barbican Estate Office, who must also be notified prior to the commencement of any works.

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GUIDANCE FOR FLAT INTERIORS AND PRIVATE TERRACES AND BALCONIES

3.3.3

**Works where advice should be sought to determine whether a LBC application is required**

This Section outlines examples of works where it is not possible to predict in advance the potential effect on the special architectural interest of the building. In such cases prior advice should be sought before embarking on the work to ascertain if a formal LBC application is necessary.

Consideration of the requirement or otherwise for a LBC application includes whether the proposed change will be reversible and whether it will have any manifestation on the exterior of the building.

	Examples	Guidance Notes
1	Removal and replacement of duct and service riser casings	Vertical and horizontal duct and service casings within the dwellings may be replaced and altered provided they do not affect internal layouts. Any changes or over cladding, including opening up, should be approached with caution and with Estate Office's knowledge and approval as these may contain hazardous materials and/or interventions may breach fire lining or fire stopping. These ducts may also contain services to other units or parts of the block.
2	Application of additional guarding panels to the railings and removable inserts to block up open risers to internal staircase	When it is desired to add removable and temporary in-fills to open guardings and stairs to prevent falls where small children are concerned, these cases may be treated as not requiring LBC provided the details, methods and fixings are submitted to the Estate Office for their consideration. Any fixing which may cause permanent damage to fabric and detail of the staircase will require a formal LBC application.

## Examples

## Guidance Notes

3

Removal of, or alterations to, built-in cupboards and wardrobes where such works would result in alteration of the dwelling plan layout. Creation of new full height partitioned alcoves for fitted wardrobes or shelving units would require LBC if it resulted in change to the plan layout

Removal of the built-in cupboards and wardrobes would need to be evaluated for the potential impact on the internal layout – and therefore character – of the dwelling. In circumstances where such changes do not affect the dwelling layout LBC application would not be required. If, however, the removal of these built-in cupboards includes removal of part or whole partitions thus changing the internal layout then a LBC application may be applicable. See also 3.3.2.11 and 12.

Similarly creation of new full height partitions to create alcoves to fit in wardrobes or shelves will also need to be assessed on case by case basis to establish whether a LBC application is necessary. Changes to the internal layouts are dealt with under Section 3.3.4.

4

Insertion of new suspended ceilings or bulkheads

An application would be necessary if the ceiling or bulkhead line were to interfere with the window heads or be visible from outside.

5

Works to internal glazed screen sets including fan lights

LBC may be required if the works involve relocating or removing whole or part of the glazing and alteration, relocation or removal of the whole or part of the door and screen set. See 3.3.2.11 and 13 and 3.3.4.1.

6

Works in connection with adaptation for people with special needs

Early consultation is recommended to establish if LBC is required and to facilitate the process. See 3.3.1.2.

7

Removal of original skirting details

As discussed within the Green Section (guidance note 3.3.2.7) over cladding (fixing skirting boards on top of existing detail) or removal of the retrofitted skirting details are not subject to LBC. The permanent removal of the original detail may however be subject to a LBC application.

**3.3.4 Works that require a LBC application****RED**

These are alterations which will clearly have an effect on the character and special architectural interest of the building and therefore require formal evaluation and determination to establish whether or not the impact will be detrimental.

**Examples**

1

Changes to internal layout of the flats. This includes:

- a. Changes to size, shape and location of kitchens
- b. Changes to size, shape and location of bathrooms
- c. Partial or wholesale removal of walls e.g. partitions and structural walls
- d. Removal of internal glazed screens. Also see guidance note 3.3.3.5 in amber section
- e. Removal of internal sliding doors and screens
- f. Permanent alteration of details to internal staircases and guardings.
- g. Insertion of mezzanine level to double height spaces
- h. Addition of new full height partitions
- i. Subdivision in plan or section of barrel vaulted spaces
- j. Introduction of double glazing or solar control glass

**Guidance Notes**

When applying for LBC, please note that the following issues would also need to be considered:

- Fire compartmentation and escape routes
- Stacking of services and accommodation
- Effects of such alteration with regard to
  - Neighbouring properties
  - External manifestation
- Effects on landlord supplies such as under floor heating

Certain alterations and remodelling of the dwellings will necessitate compliance with current Building Regulations such as sound proofing and Means of Escape requirements.

The following examples of application may be granted LBC subject to detailed application:

- Creating an open plan kitchen including reduction/removal of the kitchen counter to the living space
- Removing partitions to combine rooms such as kitchen and living space/ two bedrooms/ living space and bedroom
- Removal of a partition wall between the living room and bedroom to create a larger living space
- Removal of sliding partitions
- Widening door openings to improve access for people with special needs
- Creating an en-suite bathroom, if next to the service core



**Examples**

2

Changes and/or additions to ironmongery and door furniture such as letter boxes, numbers, door bell and lights, on the outside of the front entrance door other than installation of new or additional security locks as discussed in guidance note 3.3.2.8 in green section

3

Enclosure of private roof terraces to Wallside townhouses

**Guidance Notes**

The consistency of appearance of the dwelling front doors in the common parts is part of the building's character and would be a consideration in evaluating any proposals for change.

Also refer to notes 3.1.2.6, 3.1.3.4, 3.2.2.6 and 3.2.3.4 for more guidance.

A number of Wallside townhouses have already glazed or enclosed the whole or parts of their roof terraces. This has resulted in changes to the original profile of the block and its roofscape.

Glazing or enclosure of the remainder of these particular roof terraces may be permissible subject to a LBC application supported by detailed plans and specifications. Any alterations to existing extensions will also be subject to LBC application.

Any proposed enclosure, however, must be set back and contained behind and below the existing exposed aggregate roof fascia and the party walls between adjacent dwellings. The height must not be any higher than the roof over the stair well.

## 3.3.5

**Proposals for which a LBC application is required but where consent is unlikely to be granted**

These constitute works which would almost certainly have a detrimental effect on the character and special architectural interest of the residential blocks and therefore require a LBC application.

**BLACK**

These works may also be covered by the Leasehold Conditions and include those elements of the building fabric which fall outside leaseholders agreements such as windows, public and private balconies, walkways and escape routes and any other area or element which is on the external elevation of the blocks and terraces. Changes to elements which have the dual character of being part-private part-public, such as the borrowed light glazing to certain unit types, are also unlikely to be permissible.

**Examples****Guidance Notes**

1

Any changes to structure or appearance of windows

Also refer to Section 3.1 Guidance for external elements.

2

Any changes to external face of entrance and external fire escape doors.  
(For internal decoration and changes to ironmongery - see Section 3.3.2 guidance note 8)

The external image and elevation to the front entrance doors and external fire escape doors form part of the character of the common parts. Any changes with an external manifestation would not normally be allowed unless part of an overall Estate-wide strategy, in which case the freeholder would need to submit a LBC application.

Also refer to Section 3.1 Guidance for external elements.

3

Changes to railing design and guardings to private balconies

Also refer to Section 3.1 Guidance for external elements.

4

Changes to glass escape doors across the balconies

Also refer to Section 3.1 Guidance for external elements.

	Examples	Guidance Notes
5	Changes to the typical planter boxes on the outside edge of the balconies and terraces	<p>The typical planter boxes on the outside edge of the balconies and terraces, provided by the Barbican Estate Office, are integral to the overall public character of the Barbican Estate. They should not be replaced, except as part of a fully designed Estate-wide renewal /replacement programme, which would be subject to the freeholder obtaining LBC.</p> <p>Additionally locating any planter or plant pots, which hinder escape routes and/or the operation of the hinged privacy screen on the balconies, is not permissible.</p> <p>Also refer to Section 3.1.4.8 Guidance for external elements.</p>
6	Vertical or lateral connections through legal demise lines and through structure between adjacent residential units	
7	Changes, alteration and intervention to structural and load bearing elements of the residential units	<p>In the case of the floor slabs, the screed, build-up must remain intact.</p> <p>In cases of essential repairs, refer the matter to freeholders' management.</p>
8	Changes to the configuration or location of internal staircases	<p>Where changes have already been made to the original design, reversion to the original design will be favoured.</p>
9	Vertical or horizontal extensions outside of the original line of the walls, windows, doors, roofs and screens	<p>Also refer to Section 3.1.4.8 Guidance for external elements.</p>

## Examples

10

Items, fixed permanently or otherwise, which will affect the character and public appearance of the buildings

Also refer to Section 3.1.4.8 Guidance for external elements

## Guidance Notes

Examples include installation of conservatories, gazebos, wall mounted parasols, awnings, trellises, external blinds, satellite dishes, aerials, air-conditioning pods and any other service plant on the balconies and public and semi-private walkways and roof terraces.