



Barbican Residential Committee

Date: MONDAY, 8 DECEMBER 2014
Time: ***12.00 pm*** **PLEASE NOTE START TIME**
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members: Gareth Moore (Chairman)*
Henrika Priest (Deputy Chairman)*
Randall Anderson
Alex Bain-Stewart*
Christopher Boden*
David Bradshaw
Deputy Billy Dove*
Deputy Stanley Ginsburg*
Ann Holmes*
Michael Hudson*
Vivienne Littlechild
Professor John Lumley
Jeremy Mayhew*
Deputy Joyce Nash
Graham Packham*
Chris Punter
Stephen Quilter
Angela Starling
Deputy John Tomlinson
Philip Woodhouse*

**Non-resident Members*

Enquiries: Julie Mayer
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Lunch will be served in the Guildhall Club at 1pm
NB: Part of this meeting could be the subject of audio video recording

John Barradell
Town Clerk and Chief Executive

AGENDA

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES OF THE PREVIOUS MEETING**
To approve the minutes and non-public summary of the meeting held on 15th September 2014.

For Decision
(Pages 1 - 8)
4. **TERMS OF REFERENCE AND FREQUENCY OF MEETINGS OF THE BARBICAN RESIDENTIAL COMMITTEE**
Report of the Town Clerk.

For Decision
(Pages 9 - 12)
5. **BARBICAN LISTED BUILDINGS MANAGEMENT GUIDELINES - VOLUME IV - LANDSCAPE STATUTORY PLANNING GUIDANCE**
Report of the Director of the Built Environment.
This report will also be considered by the Planning and Transportation Committee on 13th January 2015.

NB: Appendix A is a very large document. Copies have been placed in the Members reading room and can be viewed at the following link:

<http://www.cityoflondon.gov.uk/services/environment-and-planning/planning/heritage-and-design/listed-buildings/Pages/Barbican-Listed-Building-Management-Guidelines.aspx>

For Decision
(Pages 13 - 58)
6. **SERVICE CHARGE EXPENDITURE AND INCOME ACCOUNT - LATEST APPROVED BUDGET 2014/15 AND ORIGINAL BUDGET 2015/16**
Joint report of the Chamberlain and the Director of Community and Children's Services.

For Decision
(Pages 59 - 66)
7. **REVENUE AND CAPITAL BUDGETS - LATEST APPROVED BUDGET 2014/15 AND ORIGINAL BUDGET 2015/16 - EXCLUDING DWELLINGS SERVICE CHARGE INCOME AND EXPENDITURE**
Joint report of the Chamberlain and the Director of Community and Children's Services.

For Decision
(Pages 67 - 78)

8. **SERVICE BASED REVIEW PROPOSALS**
Report of the Director of Community and Children's Services and the Chamberlain.
The recommendation in this report was approved by the Community and Children's Services Committee on 10th October 2014.
For Decision
(Pages 79 - 88)
9. **COMMUNAL REPAIRS AND REDECORATIONS PROGRAMME FOR THE BARBICAN ESTATE**
Report of the Director of Community and Children's Services.
This report will also be considered by the Projects Sub Committee on 21 January 2015.
For Decision
(Pages 89 - 100)
10. **WATER SYSTEM TESTING AND ASSOCIATED SAFETY WORKS AT THE BARBICAN AND HRA ESTATES**
Report of the Director of Community and Children's Services.
This report will also be considered by the Community and Children's Services Committee on 12th December 2014 and the Projects Sub Committee on 21 January 2015.
For Decision
(Pages 101 - 110)
11. **CAR PARK AND BAGGAGE STORES CHARGING POLICY**
Report of the Director of Community and Children's Services.
For Decision
(Pages 111 - 122)
12. **UPDATE REPORT**
Report of the Director of Community and Children's Services.
For Information
(Pages 123 - 140)
13. **SERVICE LEVEL AGREEMENTS QUARTERLY REVIEW**
Report of the Director of Community and Children's Services.
For Information
(Pages 141 - 152)
14. **PROGRESS OF SALES AND LETTINGS**
Report of the Director of Community and Children's Services.
For Information
(Pages 153 - 156)
15. **ANNUAL REVIEW OF RECOGNISED TENANTS' ASSOCIATIONS (RTAS) 2014**
Report of the Town Clerk.
For Information
(Pages 157 - 162)

16. **MINUTES OF THE BARBICAN RESIDENTS CONSULTATION COMMITTEE**

To receive the draft minutes of the Barbican Estate Residents' Consultation Committee on 24th November 2014.

For Information
(Pages 163 - 178)

17. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

19. **EXCLUSION OF THE PUBLIC**

MOTION – that, under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act

For Decision

20. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**

To approve the non-public minutes of the meeting held on 15th September 2014.

For Decision
(Pages 179 - 180)

21. **PHYSIOTHERAPIST - 1, THE POSTERN - LEASE SURRENDER AND NEW LETTING**

Report of the Director of Community and Children's Services.

For Decision
(Pages 181 - 188)

22. **ARREARS REPORT**

Report of the Director of Community and Children's Services.

For Decision
(Pages 189 - 192)

23. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

24. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

BARBICAN RESIDENTIAL COMMITTEE **Monday, 15 September 2014**

Minutes of the meeting of the Barbican Residential Committee held at Guildhall on
Monday, 15 September 2014 at 11.30 am

Present

Members:

Gareth Moore (Chairman)*
Christopher Boden*
David Bradshaw
Deputy Billy Dove*
Deputy Stanley Ginsburg
Ann Holmes*
Michael Hudson*
Vivienne Littlechild
Professor John Lumley
Deputy Joyce Nash
Chris Punter
Stephen Quilter
Angela Starling
Deputy John Tomlinson
Philip Woodhouse*

*non resident

Officers:

Karen Tarbox	Community and Children's Services
Helen Davinson	Community and Children's Services
Mike Kettle	Community and Children's Services
Mike Saunders	Community and Children's Services
Anne Mason	Community and Children's Services
Barry Ashton	Community and Children's Services
Julie Mayer	Town Clerk's
Tim Rhodes	City Solicitor's
Mark Jarvis	Chamberlain's

1. APOLOGIES

Apologies were received from Jeremy Mayhew, Graham Packham, Alex Bain-Stewart, Henrika Priest and Randall Anderson.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

Mr Michael Hudson declared a non-pecuniary interest in respect of agenda item 20, as he has a commercial tenancy with the City of London Corporation.

3. **MINUTES OF THE PREVIOUS MEETING**

RESOLVED, that:

The public minutes and non-public summary of the meeting held on 16 June 2014 were approved.

4. **2013/14 REVENUE OUTTURN FOR THE RESIDENTIAL SERVICE CHARGE ACCOUNT INCLUDING RECONCILIATION BETWEEN THE CLOSED ACCOUNTS AND AMOUNT TO BE CHARGED FOR LONG LEASEHOLDERS**

The Committee considered a joint report of the Chamberlain and the Director of Community and Children's Services which provided a summary of expenditure chargeable to the Barbican Estate's long leaseholders. The report compared the revenue outturn (i.e. actual net costs) for the Barbican Estate's Residential service charges with the latest agreed budgets for the year ended 31st March 2014. Members commended the helpful format.

Officers agreed to provide further information on the increased expenditure on glazing repairs and water penetration, as set out in paragraph 19 of the report.

RESOLVED, that:

The Revenue Outturn report for 2013/14 and the service charge reconciliation be noted.

5. **REVENUE OUTTURN (EXCLUDING THE RESIDENTIAL SERVICE CHARGE ACCOUNT)**

The Committee received a joint report of the Chamberlain and the Director of Community and Children's Services, which compared the revenue outturn for the services overseen by the Barbican Residential Committee in 2013/14 with the final budget for the year.

During the discussion on this report, the following matters were raised/noted:

- Officers agreed to include budget movements on recharges on future reports.
- Members asked if the next meeting could receive a report setting out the principles and criteria for the Director's decisions on allocating underspends.
- In response to a query about advertising and promotions, officers agreed to investigate what this covered.

RESOLVED, that:

The Revenue Outturn report for 2013/14 and the budgets carried forward to 2014/15 be noted.

6. UPDATE REPORT

The Committee received a report of the Director of Community and Children's Services which updated Members on issues raised by the Residents' Consultation Committee and the Barbican Residential Committee at their meetings in June 2014. The report also provided updates on other issues on the Estate.

During discussion on this report, the follow matters were raised/noted:

- Officers agreed to investigate leaks at Gilbert House's garage. Members were concerned that this had been a long-standing problem, which was considerably worsened during heavy rainfall.
- Offices also agreed to investigate a leak at Andrewes House Car Park, as water dripping onto cars was causing limescale staining.
- In respect of the public lifts, Members were pleased to note that then City Surveyors would be using their own data, with less reliance on the contractor.
- Members remained very concerned at the large amount of downtime for the London Wall escalator, given that other access points had been lost due to the St Alphage House development. Members also felt that the data provided for the Moorgate escalator was inaccurate, given that also had very long periods of down time; i.e. it was more likely to be 10% availability than 90%, as quoted in the report. It was suggested that, given planning permissions were often granted with conditions in respect of access, this should confirm accountability.
- Members noted that the liquid membrane being used on Beech Gardens could also be used on patch repairs and larger areas would be considered as part of the Asset Management Plan.

Further to the decision taken at the last meeting on the concrete works, Members noted that a meeting had taken place between the Barbican Association and City Solicitors and further information requested. The Chairman reminded Members that this matter had been the subject of a very extensive and fair investigation they agreed to wait for a well-researched and informed conclusion. Officers agreed to provide regular updates until the matter had been concluded.

RESOLVED, that:

The update report be noted.

7. SERVICE LEVEL AGREEMENTS QUARTERLY REVIEW - APRIL -JUNE 2015

The Committee received a report of the Director of Community and Children's Services, which updated Members on the review of the Estate-wide implementation of Service Level Agreements (SLAs) and Key Performance Measures (KPI's) for the quarter April to June 2014. The report also detailed

comments from the House Officers and the Resident Working Party and an on-going action plan for each of the five SLA's. Members commended the helpful layout of the report and were pleased to note that the 'satisfactory' ratings for the car park and cleaning had risen in the current quarter.

RESOLVED, that

The work undertaken by the Barbican Estate Office and the Resident Working Party, to monitor and review the implementation of SLAs and KPIs and to identify and implement actions, be noted.

8. AUTOMATED PAYMENT SYSTEM FOR TEMPORARY CAR PARKING REVIEW

The Committee received a report of the Director of Community and Children's Services in respect of the Automated Payment System for Temporary Car Parking. In February 2013, Members had approved the introduction of an Automated Payment System and this report reviewed the system after its first year.

During the discussion on this report, the following matters were raised/noted:

- There were no penalties or clamping as all cars were greeted by the attendants.
- Whilst noting that pay-by-phone was a little unpopular with some residents, Members recognised the strong cost and convenience argument.
- There was some confusion in respect of guests staying for longer than 5 hours, or staying for several days and Members suggested further refinements and clarity.
- Officers advised that, for example, a contractor leaving after 4 hours would still have a free hour when they returned. Members also noted that residents could also pay in advance for guests staying longer than 1 day.

RESOLVED, that:

The report be noted and the system be reviewed again in 2015, with a view to eventually phasing out the physical use of the old carbon paper tickets.

9. BACKGROUND UNDERFLOOR HEATING UPDATE

The Committee received a report of the Director of Community and Children's Services, which updated Members on the progress made by the Barbican Underfloor Heating Working Party since the last update in January 2014.

Members noted that the Group's main focus had been to work towards a scope for a consultant to review the various options for the future of the underfloor heating and its control systems. Once the options had been reviewed, the City Solicitor would provide detailed advice on how each one might affect the lease.

Members asked if the next iteration of this report could give more clarity on potential costs. Given that flats had been purchased with the underfloor heating, a view was expressed in that it should be treated as an asset of the City of London Corporation.

RESOLVED, that:

The progress of the Background Underfloor Heating Working Party be noted.

10. ROOF APPORTIONMENTS FOR SHAKESPEARE TOWER

The Committee considered a report of the Director of Community and Children's Services in respect of the final apportionment of costs, between qualifying leaseholders and the City of London Corporation, in relation to the roof repairs at Shakespeare Tower. Members commended the work of the residents' group in bringing this matter to a satisfactory conclusion.

RESOLVED, that:

The final apportionment of costs for roofing repairs at Shakespeare Tower be approved as 109.02% to the City and -9.02% to qualifying Long Leaseholders.

11. BEECH GARDENS PODIUM WORKS UPDATE

The Committee received a report of the Director of Children and Community Services which provided an update on the Beech Gardens Waterproofing Project. Members commended officers for the helpful updates on this project.

RESOLVED, that:

The Beech Gardens (NW Podium) Waterproofing Project Progress report be noted.

12. ANNUAL RESIDENTS SURVEY RESULTS

The Committee received a report of the Director of Community and Children's Services which advised Members of the results of the Residents' Satisfaction Survey which was undertaken in July 2014.

Members were reassured that the construction of the survey, via 'Survey Monkey', prevented multiple submissions from the same email address. It was also acknowledged that, for this kind of survey, a 30% response rate was very good. Where the survey asked for further comments, Members suggested an option for providing contact details, obviously being mindful of data protection issues.

RESOLVED, that:

The results of the Residents' Satisfaction Survey be noted.

13. PROGRESS OF SALES AND LETTINGS

The Committee received a report of the Director of Community and Children's Services, which updated Members on the sales and lettings which had been approved by officers, in accordance with Standing Orders, since the last meeting.

RESOLVED, that:

The Sales and Lettings Progress Report be noted.

14. MINUTES OF THE BARBICAN ESTATES RESIDENTS' CONSULTATION

The Committee received the draft Minutes of the Residents' Consultation Committee held on 1st September 2014.

15. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items of urgent business.

17. EXCLUSION OF THE PUBLIC

RESOLVED, that:

Under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

Item nos

Paragraph No.

18 – 23

3

18. NON-PUBLIC MINUTES

RESOLVED, that:

The non-public minutes of the meeting held on 16 June 2014 were approved.

19. ARREARS UPDATE

The Committee received a report of the Director of Community and Children's Services, which advised Members of the current arrears in respect of tenants and leaseholders on the Barbican Estate and the action being taken with these arrears.

20. WOOD STREET WINE BAR 53 FORE STREET, LONDON EC2Y 5EL AND 185 ANDREWES HOUSE BARBICAN ESTATE - LETTING TO WOOD STREET BAR LTD

The Committee received a report of the Director of Community and Children's Services.

21. BARBICAN CONTRACTORS OFFICE- 01 LEVEL ANDREWES HOUSE

The Committee received a report of the Director of Community and Children's services.

22. QUESTIONS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

23. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items of urgent business.

The meeting ended at 1.20 pm

Chairman

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Committee: Barbican Residential Committee	Date: 8 th December 2014
Subject: Terms of Reference and Frequency of Meetings of the Barbican Residential Committee	Public
Report of: Town Clerk	For Decision
<p style="text-align: center;"><u>Summary</u></p> <ol style="list-style-type: none">1. As part of the post-implementation review of the changes made to the governance arrangements in 2011, it was agreed that all Committees/Boards should review their terms of reference annually. This will enable any proposed changes to be considered in time for the reappointment of Committees by the Annual Meeting of the Court of Common Council.2. The terms of reference of the Barbican Residential Committee are attached as an appendix to this report for your consideration. <p><u>Recommendations</u></p> <ol style="list-style-type: none">1. That, subject to any comments, the terms of reference of the Barbican Residential Committee be approved for submission to the Court, as set out in the appendix.2. The Committee is also asked to consider the frequency of its meetings going forward.	

Contact:

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WOOLF, Mayor

RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 1st May 2014, doth hereby appoint the following Committee until the first meeting of the Court in April, 2015.

BARBICAN RESIDENTIAL COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- 11 Members who are non-residents of the Barbican Estate elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- three Members nominated by each of the following Wards:-
 - Aldersgate
 - Cripplegate Within
 - Cripplegate Without
- the Chairman or Deputy Chairman of the Community & Children's Services Committee (ex-officio)

The Chairman and Deputy Chairman of the Committee shall be elected from the Members who are non-residents of the Barbican Estate.

2. **Quorum**

The quorum consists of any four Members who are non-residents of the Barbican Estate.

3. **Membership 2014/15**

Non-Residents:-

- 4 (4) William Harry Dove, M.B.E., J.P., Deputy
- 3 (2) Jeremy Paul Mayhew, M.A., M.B.A., *for two years*
- 6 (4) Gareth Wynford Moore
- 6 (3) Michael Hudson
- 2 (2) Graham David Packham, *for three years*
- 2 (2) Philip John Woodhouse, *for three years*
- 2 (2) Alex Bain-Stewart M.Sc., J.P.
- 2 (2) Christopher Paul Boden
- 15 (1) Stanley Ginsburg J.P., Deputy
- 2 (1) Ann Holmes
- 5 (1) Henrika Johanna Sofia Priest

Residents:-

Nominations by the Wards of Aldersgate and Cripplegate (Within and Without), each for the appointment of three Members

Aldersgate

Randall Keith Anderson
John Stuart Penton Lumley, Professor
Joyce Carruthers Nash, O.B.E., Deputy

Cripplegate (Within)

David John Bradshaw
Vivienne Littlechild
Angela Starling

Cripplegate (Without)

John Tomlinson, B.A., M.Sc., Deputy
Stephen Douglas Quilter, B.Sc.(Hons.)
Chris Punter

together with the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

- (a) the management of all completed residential premises and ancillary accommodation on the Barbican Estate, eg. the commercial premises, launderette, car parks, baggage stores, etc. (and, in fulfilling those purposes, to have regard to any representations made to it by the Barbican Estate Residents' Consultation Committee);
- (b) the disposal of interests in the Barbican Estate pursuant to such policies as are from time to time laid down by the Court of Common Council.

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Committee(s):	Date(s):
Barbican Residents Consultation Committee (RCC)	24/11/2014
Barbican Residential Committee (BRC)	08/12/2014
Planning and Transportation Committee	13/01/2015
Subject: Barbican Listed Building Management Guidelines, Volume 4, Landscaping SPD, with Part 2 (Good Practice) and Part 3 (Green Infrastructure)	Public
Report of: Chief Planning Officer	For Decision
<p style="text-align: center;">Summary</p> <p>The Barbican Listed Building Management Guidelines Volume 4, Landscape draft Supplementary Planning Document (SPD), with Part 2 (Good Practice) and Part 3 (Green Infrastructure) was issued for public consultation during August/September 2014. In response to comments received, a number of minor amendments are proposed, as set out in the appendix to this report.</p> <p>Recommendation(s)</p> <ul style="list-style-type: none"> • That the amendments to the Barbican Listed Building Management Guidelines Volume 4, Landscaping SPD, with Part 2 (Good Practice) and Part 3 (Green Infrastructure) listed in Appendix C be agreed. • That Members resolve to adopt the amended Barbican Listed Building Management Guidelines Volume 4, Landscaping as a Supplementary Planning Document. • That Members note that Part 2 (Good Practice) and Part 3 (Green Infrastructure) would be standard documents for use by officers and stakeholders on the Barbican Estate. <p>Members are asked to:</p> <ul style="list-style-type: none"> • Agree the amendments. • Adopt the Barbican Listed Building Management Guidelines Volume 4, Landscaping SPD • Note Barbican Listed Building Management Guidelines Volume 4, Landscape Part 2 (Good Practice) and Part 3 (Green Infrastructure) 	

Main Report

Background

1. In May 2005, the Barbican Estate Listed Building Management Guidelines Volumes I & II Supplementary Planning Guidance were adopted by Planning and Transportation Committee.
2. A five year review of the document was carried out in 2010 with the reconvention of the original Working Party. In accordance with the review procedure set out in Volume I, Section 12. Avanti Architects, the consultants for the Barbican Listed Building Management Guidelines, were retained to assist the process. The revised document was adopted as an SPD in 2012 following public consultation. This is a material consideration in the consideration of applications for planning permission and listed building consent on the Barbican Estate.
3. Volume II identified two further Volumes to complete the suite of documents. Volume III (Arts Centre, Schools and other buildings), and Volume IV (Landscaping).
4. In January to May 2014, Volume IV – Landscaping was prepared for public consultation. A working party was formed made up of stakeholders on the Barbican Estate, and Avanti Architects were retained as consultants to draft the text.
5. Volume IV – Landscaping of the Barbican Estate Listed Building Management Guidelines comprises three parts.
6. Part One – Management Guidelines SPD. This relates to the landscape and open space elements of the Estate, their architectural significance, and provides Management Guidelines relating to specific elements of the landscape. The document provides a framework within which changes to significant elements should be managed.
7. The document identifies the strength of the original design intent in particular the separation of pedestrian and traffic into street level and highwalks. It recognises also where this has not always been so successful, in particular the difficulty of wayfinding, signage and the general inhibition of pedestrian flow with the surrounding City and across the Estate. It is intended that the SPD will inform future

proposals and alterations to the estate. The guidance adopts the same 'Traffic Light' system as Volume II.

8. Part Two – Good Practice – sets out good practice for a wide range of works. The document will be added to, as good practice is agreed between the Department of the Built Environment and stakeholders.

9. Part Three – Green Infrastructure, including soft landscaping and potential Landscape Management Plan for the Barbican Estate. This deals with elements of the landscape which are not a part of the statutory designated heritage asset, but which contribute to the significance of the landscaping.

10. Part one of the document is proposed as a Supplementary Planning Document (SPD) to the City of London Development Plan. Parts 2 (Good Practice) and 3 (Green Infrastructure) and the appendices provide supporting documentation to the SPD, and will be used as a living document by officers and stakeholders to assist when carrying out work on the estate. SPDs must be prepared in accordance with procedures set out in relevant regulations and public consultation must be carried out in accordance with the City's Statement of Community Involvement, adopted in 2012. Before adopting a supplementary planning document the local planning authority must prepare a consultation statement summarising the main issues raised and how those issues have been addressed in the SPD. The consultation statement is attached in Appendix B.

11. The SPD would inform the review of the Barbican Area Strategy and the development of the Cultural Hub.

12. On 17th July 2014, Planning and Transportation Committee approved the draft text of the document for the purpose of carrying out a public consultation. The Barbican Listed Building Management Guidelines Volume 4, Landscape Draft SPD, with Part 2 (Good Practice) and Part 3 (Green Infrastructure) was available for formal public consultation during August and September 2014.

Current Position

13. The responses to the public consultation have been collated and form the basis of the Statement of Consultation and the Schedule of Proposed Changes which are appended to this report. Only minor amendments are proposed and these are set out in the Schedule of Proposed Changes in Appendix C. Comments were received from English Heritage, Natural England, The City of London Archaeological Trust (CoLAT), The Barbican Association, Lauderdale Tower House Group, Gilbert House Group and members of the public. The full amended text of Parts 1, 2 and 3 are appended in Appendix A, this will be available electronically on the CoL website, and printed copies in the members reading room.

Options

14. There are no financial or risk implications arising from the proposed adoption of the draft text.

Corporate & Strategic Implications

15. The draft SPD supports Policy CS12 of the City's Core Strategy and emerging Local Plan, which seeks to safeguard 'the City's listed buildings and their settings, while allowing appropriate adaptation and new uses.' Regard has also been had to the NPPF and guidance, the London Plan and English Heritage 'Conservation Principles' in the preparation of the draft SPD.

16. The Community Strategy: The City Together Strategy contains five key themes. The theme relevant to the Barbican Estate is to 'protect, promote and enhance our environment', including the built environment of the City and its public realm.

17. The Barbican Listed Building Management Guidelines Volume 4, Landscaping Draft SPD supports the Strategic aims of the Departmental Business Plan, relating to the sustainable design of the streets and spaces and the protection and enhancement of the City's built environment. These aims are met by promoting the protection and enhancement of the Barbican Estate.

18. An Equality Impact Assessment has been carried out and the assessment of relevance (or risk) in terms of equalities is low.

19. A Sustainability Appraisal Screening has been carried out. The determination of which has been that The Barbican Listed Building Management Guidelines Volume IV Landscape Part 1 SPD applies to a small area at a local level and is unlikely to have significant effects on the wider environment therefore it will not be necessary to carry out a Strategic Environmental Assessment on this SPD

Implications

20. There are no financial implications or key risks associated with the proposal.

Conclusion

21. The draft SPD was presented to the Barbican Residential Consultation Committee on Monday 24th November 2014. 2 questions were raised in the meeting, which are addressed in the Addendum. The Committee signified its support for the draft document.

22. Members are recommended to adopt the amended Barbican Listed Building Management Guidelines Volume 4, Landscaping Part 1 SPD by resolution. As soon as reasonably practicable after adoption an adoption statement, the SPD and the consultation statement will be published on the City's website and made available for inspection and a copy of the adoption statement sent to anyone who has asked to be notified of adoption of the SPD .

Appendices

- Appendix A – The Barbican Listed Building Management Guidelines; Volume IV – Landscape SPD, Part 2 and Part 3 Draft Text, - with track changes visible.
(The document has many appendices which will be printed and provided in the members' reading room).
- Appendix B – Statement of Consultation
- Appendix C – Schedule of proposed changes
- E.Q.I.A
- SEA Screening report
- Addendum

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Background Papers:

- P&TC committee report – 17th July 2014

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Barbican Listed Building Management Guidelines Volume IV – Landscape, Draft SPD with Part 2, Good Practice and Part 3 Green Infrastructure.

Addendum to Committee report

This addendum addresses 2 questions raised at the Barbican Residents Consultation Committee on Monday 24th November 2014.

Question 1. The Maps in Appendix A1 are referred to in Part 1 of the document, which will be adopted as a Supplementary Planning Document (SPD). As such these maps should also form part of the SPD.

Answer. This is agreed. The maps in Appendix A1 provide important background information; in particular they illustrate the Significant Vistas. Appendix A1 will be considered part of the SPD. All of the other Appendices (2-10) are to be supporting documentation only.

Question 2. Part 1 of the Draft text, which contains the Statement of Significance and the Management Guidelines, is to be adopted as an SPD. What is the status of Part 2, which contains the Good Practice guide, and what will be the process for making changes and consulting on any changes? Residents have been heavily involved in the development of the document in its entirety, and so they should be consulted on any alterations.

Answer. Part 2, Good Practice – provides supporting information for undertaking work on the Barbican Estate. It does not have the formal status of a SPD, nor will it be a material consideration in the assessment of Planning Applications. All stakeholders have agreed it will be a useful template for undertaking works on the estate. Under the Statement of Community Involvement (SCI) there is no requirement for the City of London to undertake formal public consultation on any document other than a SPD.

Many of the changes to Part 2, the Good Practice Guide are likely to come about as a result of a Listed Building Consent Application, which undergoes its own statutory consultation process.

However, there may be other changes to the Good Practice guide. These may occur when specific works are agreed between the Department of the Built Environment, Development Management, and the Department of Community and Children's Services, Barbican Estate. These works may not require Listed Building Consent.

Due to the sensitivity of the Barbican Estate and the input already provided by numerous stakeholders, Part 2 – Good Practice will be circulated to the Barbican Residents Consultation Committee and the original Working Party on an annual basis, with any changes highlighted.

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City of London

Appendix B

Supplementary Planning Document
Barbican Listed Building Management Guidelines Volume 4 –
Landscape SPD, Part 2 – Good Practice and Part 3 – Green
Infrastructure

Consultation Statement

October 2014



Infrastructure were published in draft for public consultation during a six-week period from 29 August to 10 October 2014.

Regulations 11 and 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012 require the City Corporation to prepare a consultation statement setting out who was consulted when preparing a supplementary planning document, a summary of the main issues raised by those persons and how these have been addressed in the SPD.

The following measures were taken to consult the public on the SPD during the consultation period:

Website. The draft SPD and supporting documents were made available on the City Corporation's web site. Information and a link were provided on the home page of the City's website and on the landing page of the Planning section of the website to ensure maximum exposure. The Corporate Twitter account was used to 'tweet' the details of the consultation at the start of the consultation period. Information was provided in the City of London e-shot.

Inspection copies. A copy of the SPDs, the SPD documents and a statement of the SPD matters was made available at the Planning Information desk at the Guildhall, the Guildhall, Barbican, Artizan Street and Shoe Lane public libraries, the Barbican Estate Office, the Foyers of Lauderdale Tower, Shakespeare Tower and Cromwell Tower.

Notifications. Letters and emails containing information about the draft SPDs and inviting comments were sent to relevant specific and general consultation bodies. The City Corporation maintains a database of all those who have expressed an interest in planning policy, and letters or emails were also sent to all those on the list. Notifications were also sent by email to the mailing list of residents held by the Barbican Estate Office.

Posters and leaflets advertising the Conservation Area SPDs consultation and inviting comments were placed in the Guildhall, Barbican, Artizan Street and Shoe Lane public libraries. There were also placed on noticeboards around the Barbican Estate

Comments were received from English Heritage, City of London Archaeological Trust, The Natural England, The Theatres Trust, The Barbican Association, Lauderdale Tower House Group, Gilbert House Group and members of the public. The tables that follow summarise the comments and explain how they were addressed in finalising the SPD.

The planned preparation of the draft SPD was posted in the Local Plan Bulletin and on the Consultations page of the City of London website. Members of the public were invited to make comments to contribute to the preparation of the draft SPD. No such comments were received. In order to assist the preparation of the draft SPD, a Working party of officers, residents and consultants was formed. 5 working party meetings were held from January to May 2014

Summary of comments and responses

Comment	Response
English Heritage	
<p>As the Government's adviser on the historic environment English Heritage is keen to ensure that the protection of the historic environment is fully taken into account at all stages and levels of the local planning process. Accordingly, English Heritage welcomes the opportunity to comment upon the above draft SPD.</p> <p>We have reviewed these documents against the National Planning Policy Framework (NPPF) and its core principle that heritage assets be conserved in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of this and future generations.</p> <p>In our view the document is well researched, thorough and will contribute positively to the effective management of this important heritage asset and its setting. As such we do not wish to offer detailed comments at this stage.</p> <p>It must be noted that this advice is based on the information provided by the City and for the avoidance of doubt does not reflect our obligation to advise the City on, and potentially object to, any specific development proposals which may have adverse effects on the historic environment.</p>	No response required
Natural England	
<p>The proposed Supplementary Planning Document guidance does not impact on the areas of interest for Natural England and merely seek to clarify and strengthen the document further, therefore Natural England do not wish to offer any substantive comments in respect of the Barbican Listed Buildings Management Guidelines.</p>	No response required

Comment	Response
City of London Archaeological Trust (CoLAT)	
<p>In general, the document seems thorough and considerate of the monuments such as the City wall. Part IV is of the most interest to us. The above-ground portions of city wall and towers seem to be in good condition. We note that the site of Roman and medieval Cripplegate is beneath the north end of Wood Street, and that the outline of the medieval gate could in theory be laid out on the ground, to connect the surviving parts of the City wall on both sides.</p> <p>Despite the Corporation's efforts over the years to give St Giles church and its surroundings a number of historical references, we are not sure it is completely successful. Again, the streelines of the former buildings as they met the church and outlined both sides of Fore Street adjacent to the church could be laid out. They would anchor the church better and be a curiosity within the rectilinear emphasis of this part of the Barbican, showing the former townscape.</p>	<p>The comment is noted and the suggestion will be considered should the opportunity to undertake such works arise.</p>
Gresham College	
Gresham College has no particular comments on this development	No response required.
The Theatres Trust	
<p>The Trust supports the draft Supplementary Planning Document, particularly the elements related to improving access and pedestrian way finding through the estate to the Barbican Centre. We are pleased that it recognises opportunities to improve Beech Street as an important pedestrian route to and from Barbican Station (and the future Crossrail Station) and support the suggested improvements such as public art, better signage, improved lighting and other measures to improve access and the pedestrian experience.</p>	No response required
The Barbican Association	
<p>We write on behalf of the Barbican Association, the recognized tenants' association for the Barbican Estate.</p> <p>We are grateful to the City of London for the transparent process under which this volume of the guidelines has been produced, so far. We do feel that the officers and other contributors have listened to our concerns, recommendations and suggestions.</p>	

Comment	Response
<p>Our main points at this stage are:</p> <p>1. We appreciate that in producing these guidelines (which are limited to the hard and soft landscaping and do not include the residential blocks) conflicting views may arise but believe that the detailed approach taken is correct. We recommend that these guidelines are adopted.</p> <p>2. In particular, we believe that the approach taken in the suggestion of “significant vistas”, see 1.5.75-76, is important, and we urge its retention in the final document. We would prefer it if the wording in 1.5.76 was strengthened to make clear to users of the guidelines that the balance should be against new interventions within the arcs of these vistas.</p>	<p>1. Noted. No response required.</p> <p>2. Paragraphs 1.5.75-76 clearly state that the potential impact of any intervention in exterior spaces of the estate (not only including those identified as significant vistas) should be carefully considered. In addition, the importance of the significant vistas is identified in the Black Category of the Management Guidelines – ‘Proposals for which a LBC application would be required, which would have an impact on the significance of the estate and could cause substantial harm or loss’. This language is sufficient to ensure that any proposals are carefully considered against potential harm caused and the identified significance of the views within the guidelines.</p>

Comment	Response
<p>3. The whole western façade of the Listed estate from Fann Street to the Thomas More car park deserves a more nuanced description and consideration. It can be daunting, but in part this is a deliberate, important historical reference to the concept of a barbican as a fortification. There is a rhythm: the tall YMCA [2 Fann Street] building, the lower John Trundle House, the tall Lauderdale Tower, the lower Seddon House and the corner to the lower Thomas More House, then finishing with the Aldersgate Turret. Incorporated within this are the fortified covered walkways with the barrel-vaulted roofs. Within this rhythm, the principle entrance is via the Beech Street covered roadway with secondary pedestrian-only entrances via White Lyon Court (off Fann Street) and via the Aldersgate Turret. (There are also two ramped entrances to low-level car parks.) We believe that the guidelines should carefully consider these public façades, noting that the forbidding, stark surfaces are deliberate and should be retained and that no attempt should be made to introduce new ground-level or street-level public access routes through them.</p>	<p>3. Any changes or new additions to these elements are clearly identified in the red category, as works that require a LBC application. In order to further clarify the significance of this feature, additional text will be inserted at the beginning of paragraph 1.5.67. “The architectural rhythm of the western edge of the estate can be clearly seen in the ‘up and down’ nature of the buildings themselves, beginning with the tall former YMCA [2 Fann Street] building, the lower John Trundle House, the tall Lauderdale Tower, the lower Seddon House and the corner to the lower Thomas More House, then finishing with the Aldersgate Turret. This further reinforces the architectural impression of fortification and crenellation that repeats in a variety of forms across the estate.”</p>
<p>4. We expect increasing demand for bicycle racks within or close to the curtilage of the Listed estate. We would like the guidelines to recommend that racks be placed across the road from the estate, but where it is necessary for them to be in a publicly visible area of the estate itself, the guidelines should indicate careful consideration of their positioning, orientation, shape, colour and finish. Great care should be taken that neither the racks themselves, nor any bicycles attached, obstruct the routes of residents including Persons of Restricted Mobility. In addition, we would like to see a further recommendation to City officers that when bicycle racks are installed on the pavements immediately next to, but outside of, the Listed curtilage, then an approved Barbican design should be used. (An unfortunate, very recent example is the stainless steel racks on the west side of Silk Street.)</p>	<p>4. Outside the curtilage of the listed building, bike racks will be sited where most appropriate and the design will be the standard design used elsewhere in the City of London. We are unable to place additional controls on bike racks outside the curtilage of the listed building. Within the curtilage of the listed building, bike racks have been identified in the red category as requiring Listed Building Consent, in order that the positioning, orientation, shape, colour and finish can be carefully controlled. The Access team will also be consulted in order to ensure that no obstruction will be caused.</p>

Comment	Response
<p>5. Benches – We would like to draw your attention to the Street Furniture Catalogue – Benches: “Type E[,] Location: Upper podium[,] Materials: Double sided steel frame[,] timber slats”. Whilst this design has not gained much favour with the authors of the draft guidelines (see 2.2.9), we believe that this should be reconsidered. The design has a very strong horizontal slatted element and we believe that this resonates well with the façade of Ben Jonson House on the Upper Podium. (We note the Barbican Estate Office intends to reinstate such benches in the adjacent Beech Gardens area once the current works are completed.)</p> <p>6. Appendix A1 – Mapping Drawings – “FURNITURE & LIGHTING”. We note that this draft map does NOT fully reflect the locations of all the benches and lighting in the Beech Gardens area before the current works. Given the important status of the final version of these guidelines we believe that there should be further liaison between yourselves and the Barbican Estate Office to determine any different or additional locations, such as the benches in the shrubs on the south side of the “dingly dell” area and, we think, lighting by the Bryer Court pond.</p> <p>7. Thomas More Garden – we would like more prominence given to recording the design of the crenellated concrete slab paths in this garden. They clearly date from the original layout of the garden and appear carefully designed. We believe that the crenellations contain multiple references: to the concept of a barbican as a fortification, to the crenellations on the north and south walls of the church of St. Giles Cripplegate, and, more importantly and subtly, the paths appear as a horizontal manifestation of both the silhouette of Shakespeare Tower and a vertical section through the terrace blocks Thomas More House, Defoe House and Seddon House.</p> <p>We would like to record our thanks to Avanti Architects Ltd and J&L Gibbons LLP for their courtesies throughout this process.</p>	<p>5. Our interpretation of the text in paragraph 2.2.9 is that Bench Type E is deemed as suitable for podium locations and around St Giles.</p> <p>6. Noted. There will be continued work between the Department of the Built Environment and the barbican Estate to ensure that the mapping is correct. However, as this is contained within the Appendix, the adoption of the SPD can continue.</p> <p>7. Paragraph 1.5.18 concerns the crenelated edging of the pathways. Changes or new additions to tiling and paving slabs also appear in the red category as requiring a LBC application. An additional sentence will be inserted in paragraph 1.5.18 to further reinforce the importance of this element. “The arrangement of the paved pathways with a crenelated edge was a deliberate act to further unify the design concept of the Barbican and the fortified nature of the site through a wide variety of elements and planes (both vertical and horizontal).”</p>

Comment	Response
<p>Lauderdale Tower House Group</p> <p>I write on behalf of the Lauderdale Tower House Group, the recognized tenants' association for Lauderdale Tower in the Barbican Estate.</p> <p>We support the comments made by the Barbican Association (BA) which have already been submitted by Garth Leder.</p> <p>We agree strongly with the BA that (using the BA's numbering):</p> <p>(2) In particular, we believe that the approach taken in the suggestion of “significant vistas”, see 1.5.75-76, is important, and we urge its retention in the final document. We would prefer it if the wording in 1.5.76 was strengthened to make clear to users of the guidelines that the balance should be against new interventions within the arcs of these vistas.</p> <p>(3) The whole western façade of the Listed estate from Fann Street to the Thomas More car park deserves a more nuanced description and consideration. It can be daunting, but in part this is a deliberate, important historical reference to the concept of a barbican as a fortification. There is a rhythm: the tall YMCA [2 Fann Street] building, the lower John Trundle House, the tall Lauderdale Tower, the lower Seddon House and the corner to the lower Thomas More House, then finishing with the Aldersgate Turret. Incorporated within this are the fortified covered walkways with the barrel-vaulted roofs. Within this rhythm, the principle entrance is via the Beech Street covered roadway with secondary pedestrian-only entrances via White Lyon Court (off Fann Street) and via the Aldersgate Turret. (There are also two ramped entrances to low-level car parks.) We believe that the guidelines should carefully consider these public façades, noting that the forbidding, stark surfaces are deliberate and should be retained and that no attempt should be made to introduce new ground-level or street-level public access routes through them.</p>	<p>2. See Comment for the Barbican Association above.</p> <p>3. See Comment for the Barbican Association above</p>

Comment	Response
<p>(4) We expect increasing demand for bicycle racks within or close to the curtilage of the Listed estate. We would like the guidelines to recommend that racks be placed across the road from the estate, but where it is necessary for them to be in a publicly visible area of the estate itself, the guidelines should indicate careful consideration of their positioning, orientation, shape, colour and finish. Great care should be taken that neither the racks themselves, nor any bicycles attached, obstruct the routes of residents including Persons of Restricted Mobility. In addition, we would like to see a further recommendation to City officers that when bicycle racks are installed on the pavements immediately next to, but outside of, the Listed curtilage, then an approved Barbican design should be used. (An unfortunate, very recent example is the stainless steel racks on the west side of Silk Street.)</p>	<p>4. See Comment for the Barbican Association above</p>

Comment	Response
Gilbert House Group	
<p>The Listing of the Barbican Estate Buildings including all the open spaces between them provides a protection in law of this 20th century architectural heritage in the City of London. These Management Guidelines are welcomed as a thorough description of how this preservation and conservation can be achieved. We wish to thank the authors and all those who have contributed to them.</p> <p>Comments are offered below to give added emphasis to observations made or actions hinted at:</p> <p>The following general points are particularly welcomed:</p> <p>1. 1.2.4 The special interest and significance of the Estate is a central focus throughout the document as is the need for best practice and conservation principles.</p> <p>2. 1.2.7 The Traffic Light system regarding the need, or not, to apply for Listed Building Consent (LBC) is welcomed and is a strong framework of guidance. This was the framework set out in Volume 2 of this series of four concerning the Listed Building Management Guidelines for the Barbican Estate. Keeping the same system provides welcome consistency. It is said of the Traffic Lights content that 'the list is not exhaustive'. (page 9)</p> <p>Comment: this caveat is welcomed as new contingencies always arise. It is noted that a key criterion for the need to apply for LBC is whether proposed works 'would impact on the Estate's character and significance'.</p> <p>3.1.2.8. The emphasis on repair, maintenance and upgrade plus guidance on best practice is a valuable object, so, too, is the following sensible emphasis 'It is the object of these Guidelines to provide a more informed and systematic framework for regulating such interventions.' i.e. repair, maintenance and upgrade.</p> <p>4. 1.6.10- 1.6.13 – Access and Legislative requirements: we welcome very greatly the inclusion of these paragraphs and trust that the spirit and intentions are followed through with vigour by the planners.</p> <p>Comment: for example It is not clear in practice that 'all residents have access to all gardens' independently. (3.2.4). We ask for a serious review of wheelchair access to all key areas of the Barbican including the gardens.</p>	<p>1. Noted. No response required</p> <p>2. Noted. No response required</p> <p>3. Noted. No response required</p> <p>4. Noted. This comment will be passed to the Barbican Estate Management and the Access team.</p>

Comment	Response
<p>5.1.7.10 Amber Traffic Lights (sec. 1 Page 65) – a definition of the word ‘temporary’ is very welcome indeed in the Blue Guidelines..</p> <p>6 1.7.11 Red Traffic Light – works that require an LBC. (Sec.1 Changes or new additions – Blue Guidance Notes page 67.) The following statement is especially welcomed: ‘Retrospective changes to re-instate or achieve best practice design are encouraged but are also subject to an LBC application’. Welcome, too, is the following paragraph beginning: ‘As a general principle, any works to exterior hard landscape should take opportunities to redress previous localised, ill-matched or piecemeal remedial work.....’etc</p> <p>7. 1.2.9 Finally the intention is welcomed that this Volume is to be a ‘working manual’ and that it will be reviewed in the light of use and experience, new advances etc.</p> <p>The following observations about specific headings in the Executive Summary are offered to emphasize some of the points in the paragraph quoted or hints of possible actions:</p> <p>1.2.10 and elsewhere eg 2.3.12) Wayfinding Comment: this may not be an issue for the general public. Visually ‘less is more’. ie. avoid signage clutter.</p> <p>1.3.15-1.3.17 Planting (3.1.5, 3.1.6, 3.1.15. and elsewhere) Comment: The detail of 3.1.15 is welcomed. 1.3.12, 3.1.5 and 3.1.6 are also noted: we favour as close an adherence to any original planting guidance as is sensible and support firm central curatorial control of the planting, eventually within the proposed ELMS.</p> <p>1.3.25 Gridded Tiles Comment: there is a place for these but they are not visually entirely in keeping. Encourage a conservative approach – if over-extended they could give rise to a noise issue.</p> <p>1.5.16 The Water Cascade Comment: the acknowledgement is welcomed that the water flow is sadly diminished and that a convincing volume of water is essential. The waterfall is a sad thing these days. It used to be a great feature of the landscape and was clearly envisaged as such.</p>	<p>5. Noted. No response required</p> <p>6. Noted. No response required</p> <p>7. Noted. No response required</p> <p>Wayfinding – Noted. No response required</p> <p>Planting – Noted. No response required</p> <p>Gridded Tiles – We assume that the gridded tiles referred to, are the non-slip type – with a grid cut into the surface. This type is being phased out and work will slowly be undertaken to replace this with a new non-slip, non-gridded tile across the estate. Water Cascade</p> <p>Noted. No response required</p>

Comment	Response
<p>1.5.73 GSMD Roof Garden. Comment: it is good to see this area brought into the guidelines. The Roof Garden has been neglected for almost 15 years. Recently there has been a modest tentative improvement but there is a good opportunity to develop the Garden.</p> <p>1.5.74 Regret that this GSMD roof garden used to be accessible to residents about 10 years ago via gated access using resident keys. This is no longer the case. Request that this garden could be opened again for residents maybe on the same day (s) as the Conservatory is open.</p> <p>Green Space in general: no usable area in the City should be neglected and there is another roof space above the canopy covering the podium walkway heading south from the South Entrance to Gilbert House. Many years ago it was planted but not now. Could this also receive mention and attention in Landscape Volume 4.</p> <p>Character Analysis of the Estate Landscape Spaces by Zones (pages 30-52). 1.5.13 – the sunken ‘dells’-‘a highly distinctive architectural feature’. Comment – these ‘dells’ are beautiful and deserve repair and cleaning. The paving of the dells is crumbling.</p> <p>1.5.15 – the lake and its ‘aerator’ fountains (also 2.2.19 and 2.2.20). Comment: The aerator fountains in mid lake look good but they create ‘white noise’.</p> <p>1.5.18 (also 1.6.10 and 11) – paved pathways in the gardens Comment: some paving slabs in both gardens are now very uneven and are a hazard for all users including children, especially anyone with a mobility problem, pushing a pram and/or with poor sight. Proper levelling and maintenance of this aspect of the gardens is required.</p> <p>1.5.23 – St Giles Terrace and the restriction of vehicular traffic (see also 2.1.4 Ponding below) . Comment: We endorse the comments here particularly in respect of controlling and restricting vehicular traffic.</p> <p>1.5.63 – ‘Along the remainder of the Silk St frontage there is also the ...’ Silk Street vehicular entrance to Barbican Car Parks – Comment: this main car and taxi entrance to the Barbican Arts Centre does not at all reflect the Barbican Arts Centre it serves. It requires a complete overhaul and renewal.</p>	<p>1.5.74 – GSMD roof – will explore additional access arrangements with GSMD management.</p> <p>Green Space – descriptions of the planted areas cannot be exhaustive, however the principles relating to the management of the spaces are to be accepted across the board. In relation to this particular space – there may be a ‘working at height’ safety issue involved in its maintenance. This comment will be passed to the Barbican Estate Management team.</p> <p>1.5.13 – Sunken Dells – Noted. No response required 1.5.15 – Noted. Comment passed to Barbican Estate Management Team</p> <p>1.5.18 - Noted. Comment passed to Barbican Estate Management Team.</p> <p>1.5.23 – Noted. No response required.</p> <p>1.5.63 - Noted. No response required.</p>

Comment	Response
<p>1.5.70, 1.5.71, 1.5.72 Car Parks. Comment: we understand that the Car Parks, funded through their own separate account, operate on a very tight budget. There is a resident view that they need very much improved maintenance and particularly careful management. The term 'good stewardship' does not entirely express the upgrade which is required.</p> <p>Pressure for Change (pages 53-57) 1.6.7 – Physical deterioration Comment: we endorse fully the comments about the deterioration of the tiling all around the Estate and the need for high quality repair and maintenance of this large and vital area. Comment: The Barbican walkways are effectively part of the City's public streets and should therefore be kept in as good a state of repair and maintenance as any other street. At the moment they most definitely are not.</p> <p>Part Two – Good Practice Guidance (pages 70-94) 2.1.14 – Ponding, cracking and poor run-off etc (see also 1.7.10 point 5 and para. 1.5.23 above.) Comment: The deteriorations mentioned here describe the situation on St Giles Terrace, where illegal parking contributes to the damage, and surrounding lower walls. We trust that there will be continued efforts to remedy this deterioration and the perceived drainage problem on the Terrace. we welcome the proposition that there should continue to be diagnosis in order to identify and if necessary 'to correct the underlying technical defects'.</p> <p>2.2.17 Bins. Comment: We agree that there should be as much standardisation of Barbican bin design as possible though achieving one type/design of bin which suits each specific purpose around the Estate, as suggested, may be difficult. For example - We understand that the bins outside the Barbican Arts Centre were chosen with care to ensure the bins in this location are covered to ensure that food remnants do not attract pigeons, foxes or rats.</p> <p>2.2.25 and 2.2.26 Bicycle stands. Comment: The unified recommended design of all stands is welcomed (2.2.26. However it seems much too open-ended just to say that stands should be 'located where convenient.'</p>	<p>Car Parks – Noted. This is an issue of the management of the estate. The comment will be passed to the Barbican Estate Management Team.</p> <p>Pressure for Change. Noted. This is an issue of the management of the estate. The comment will be passed to the Barbican Estate Management Team.</p> <p>Good Practice Guidance. Noted. This is an issue of the management of the estate. The comment will be passed to the Barbican Estate Management Team.</p> <p>Bins. Noted. No response required.</p> <p>Bicycle stands. The text in 2.2.26, bullet point 3, will be altered to say 'located where appropriate....'</p>

Comment	Response
<p>John Whitehead</p> <p>In respect of Volume 4 I will restrict myself to one point. There is a serious omission in section 1.5.62 – Miscellaneous Estate Perimeter Zones. There is no reference to the important approach to the Barbican from Golden Lane to the north.</p> <p>Golden Lane, partly within the London Borough of Islington, is substantially tree-lined creating a soft counterpoint to the hard lined views of the Barbican as it is approached from this direction. On the west wide Golden Lane borders the Grade II listed Golden Lane Estate, also by CPB.</p> <p>Between Golden Lane Estate and the Barbican are just two buildings.</p> <p>Closest to the Barbican is the former Cripplegate Institute building at 1 Golden Lane. Although now converted to office use, the Victorian facade of this building is also listed. Between 1 Golden Lane and the Golden Lane Estate is the police section house at 43 Golden Lane, built contemporaneously with the Golden Lane Estate. Although not itself listed, 45 Golden Lane, designed by the then chief architect of the Metropolitan Police, was clearly built to match and complement the building lines of Golden Lane estate itself, and as such forms an essential architectural link between the two BPB estates in the Barbican and Golden Lane.</p> <p>There are two immediate entry approaches to the Barbican from Golden Lane. Golden Lane joins the Beech Street tunnel via a monumental proscenium arch with flats above. On the west side of this, close to 1 Golden Lane is a rising walkway, remodelled at the time that 1 Golden Lane was converted to commercial use, which curves and rises up to the Barbican podium.</p> <p>Preliminary Ecological Assessment I have two points to make about this assessment. The report is substantially based on a single day's survey conducted during March and as such only gives a very sample snap shot of the Barbican's full ecological diversity.</p>	<p>The comment is noted; however there is mention of both these elements in other parts of the document. The entry into Beech Street from the north via Bridgewater street and Golden lane is covered in paragraph 1.5.55. The ramp is mentioned in paragraph 1.5.43 which concerns the Upper podium/Ben Jonson terrace.</p> <p>This comment is noted. However, it is unavoidable as any assessment will inevitably take place only at one fixed point. Further work is intended to develop an ELM for the entire site.</p>

Comment	Response
<p>There is, for instance, no acknowledgement of the ornithological diversity that the Barbican supports, including regular visits by jays and herons, occasional sightings of woodpeckers and even a woodcock (in Thomas More Gardens) and a kingfisher (on the lake by Wallside), as well as our resident peregrine falcons.</p> <p>Secondly, the report singles out cotoneaster horizontalis as an invasive species which should be rooted out and burned wherever encountered. Putting aside the fact that I have planted one example myself in the one of the two concrete planters that I garden in an award winning, wildlife friendly manner in front of Breton House, I strongly challenge the suggestion that this plant is a menace that merits the same treatment as Japanese knotweed.</p> <p>Cotoneaster horizontalis provides berries that are readily taken by birds, including many winter migrants and it can attractively soften the lines of concrete planters when planted at the corners.</p> <p>Many residents also use this plant in their window boxes (see the first floor level at the west end of Defoe House). Is the planting of this species on balconies to be banned?</p> <p>Sorry, but this is a nonsense. Cotoneaster horizontalis grows very slowly and any unwanted self-seeded plants can be simply removed.</p>	<p>We are taking advice from the landscape consultant regarding this point.</p>
<p>John Taysum</p> <p>Please enter my comments into the consultation process for the final draft of the Barbican Listed Building Management Guidelines Volume IV Landscape.</p> <p>My comments are about the main text, but also details of the Appendix A1 Mapping Drawings, Appendix A2 Street Furniture Schedule and captions to Appendix A9 Photographic Survey.</p> <p>Main Text:</p> <p>At 1.5.46 in the fifth line, the original 1980's layout, should read, the original 1970's layout.</p> <p>At 1.5.48 the last word, godwhattery, may be incorrect spelling; suggest godwottery, or use less obscure words.</p>	<p>Amended - now reads '1970s design (1980s layout)'</p> <p>Amended – now reads 'godwottery'</p>

Comment	Response
<p>At 2.1.8 about Paving. The Beech Gardens and White Lyon Court re-paving is referenced. I am involved in the Project Board for this as representative for Bryer Court and have expressed concerns that some areas of the re-paving are of poor quality in several respects. The sample areas agreed in advance with CoL planners for public consultation have been destroyed in the subsequent re- paving, so we no longer have exemplars of the approved tiling specification to refer to. Therefore the need has arisen to identify an exemplar for quality control. An exemplar location should really be agreed and given in these guidelines to maintain the same high standards of re-paving throughout the Barbican. I suggest the Project Manager, Chris Bate is consulted about this by LBMG planning officers while both projects are on-going.</p>	<p>Noted. Ongoing work on the paving is taking place. An exemplar, once identified, will be included in part 2 – good practice guidance, which is intended to be a working document that can be added to as specifications and exemplars for specific types of work are identified.</p>
<p>At 2.2.19 Water Features. Second line should read Types D/E/F (these are the lake, central zone).</p>	<p>Amended – now reads ‘Types D / E / F’</p>
<p>At 2.2.20 second line should read Types A/B/G (these are on the north podium).</p>	<p>Amended – now reads ‘Types A/B/G’</p>
<p>Appendix A1 Mapping Drawings:</p> <p>On Barbican Estate Character Areas Map in the Upper Podium/Ben Jonson Terrace Area, Briar Court is incorrect spelling, Bryer Court would be correct. Also the study boundary dotted line is not correctly mapped along the east (rear) of Bryer Court – it should conform to the Barbican Listing Boundary and include the flight of stairs, adjacent podium area and ramp from 03 car park level to Bridgewater Square. Elsewhere the caption Guildhall School of Music and Dance is not correct, it should read the Guildhall School of Music and Drama.</p>	<p>All mapping will be amended prior to finalisation of the document.</p> <p>Amended</p>
<p>On the Podium Levels layouts, 2 Fann Street (the former Barbican YMCA building) is missing.</p> <p>Also missing are Bridgewater Square and Bridgewater Street which have vehicular connection with the Barbican at street level 02 and 03 ramp, and Beech Street respectively.</p>	<p>Amended</p> <p>Amended</p>
<p>On the Green Infrastructure Map, Bryer Court pool should have aquatic planting indicated along its western length (outside the footprint of the Bryer Court building).</p>	<p>Amended</p>

Comment	Response
<p>On the Furniture and Lighting Map, the Barbican Day Nursery Play Area on Bridgewater Square should be coloured in pink to indicate it as a play area within this study (as referred to at 1.5.61 in the main text). Also, because of the current waterproofing works in the vicinity of Bryer Court there are omissions to the mapping of lighting and seating provision: there should be three Type A lighting columns along the eastern edge of Bryer Court pool; there should be numerous Type F lighting bollards in the raised beds/cleared planters; a curved path with two bench seating stations is missing from the raised beds/cleared planters and there is no indication of stepped seating in the hard landscaping of this part of Beech Gardens; the position of bench seating that is shown may not be quite right. All the Beech Gardens Project area needs further checking with residents to make sure this map accurately records what existed there before the works started.</p> <p>Appendix A9 Photographic Survey caption corrections:</p> <p>on Photos 71, 74 & 155, Beech Street Gardens is not correct naming, according to the CoL street signs it is Beech Gardens.</p> <p>on Photo 72, Briar is not correct spelling, Bryer would be correct.</p> <p>on Photos 78, 79, 82 & 85, Bretton is not correct spelling, Breton would be correct.</p> <p>Otherwise, a very useful and timely contribution to life at the Barbican.</p>	<p></p> <p>Amended</p> <p>Amended</p> <p>Amended</p>
Steve Daszko	
<p>Thank you for your recent email regarding draft plans/guidelines for The Barbican. As a City resident and business operator, I think it's crucial that the listed status of The Barbican is maintained to a high degree.</p> <p>The time taken so far over the Beech Gardens project has been, quite frankly, far too long.</p> <p>As a City resident, I am often in The Barbican and it's a great place. Whilst not a resident there (I live in Golden Lane), I appreciate it's listed status.</p>	<p>Noted. No response required.</p>

Comment	Response
<p>John Thirlwell</p> <p>Thank you for the opportunity to respond to this consultation paper. I am a resident of Defoe House and therefore look over Defoe Place and Thomas More Garden.</p> <p>Beech Street Although it is described as a 'radical transformation', I fully support Beech Street's being closed to through traffic. Current air pollution monitoring demonstrates that the ventilation points generate NO2 levels in Defoe Place considerably above EU norms but fell below when Beech Street traffic was temporarily restricted during the works at Silk Street. In any case, the pavements and cycle lanes are inadequate for current needs, which, as your paper suggests, can only increase. Restricting vehicle traffic to local traffic only would facilitate making Beech Street much more user-friendly for pedestrians and cyclists and would facilitate improving its visual character.</p> <p>Wayfinding This is critical. Apart from supporting the idea of improving the yellow line by Silver Jubilee-style markers (2.3.11), there needs to be much more signage to help people find their way to transport points. I regularly encounter lost souls almost spinning as they try to work out where, for instance, Barbican or Moorgate tube stations lie. The nature of the Barbican means that people lose most of their directional bearings via other buildings or roads. Clear directions to these transport points and, in time, Crossrail, are essential.</p> <p>Vistas I understand the need to improve access to the estate, but am concerned at any suggestion that there might be a new north-south ground level route through the estate which would ruin the vistas along the lake, either from the Centre, the sunken pods or from the western end / Thomas More Garden. I would urge improvement or constructing of lifts, escalators and stairs to get people up to the highwalk/Podium level as soon as they enter the estate</p>	<p>Beech Street – Noted. No response required.</p> <p>Wayfinding - Noted. No response required.</p> <p>Vistas - Noted. No response required.</p>

Comment	Response
Hazel Brothers	
<p>My comments relate to Part 3 Green Infrastructure</p> <p>Conclusions p.25 and 27 about sustainability and enhancement to provide greater habitat value for declining species of birds, is all admirable and just what I would want to see around the Barbican. But it is not necessarily happening in practice, several established stands of ivy, for instance, have been removed to introduce "more colour".</p> <p>Elsewhere in the document the eradication of cotoneaster is recommended. There is nothing the matter with this shrub in - as here - a garden setting. I trust you will not allow the removal of it from Breton House podium, where it provides cover and food for BAP species such as house sparrow.</p> <p>By the way, your document is very hard to navigate. It would have helped if</p> <ul style="list-style-type: none"> ** Pages were numbered in a single sequence ** Table of contents referred to page numbers ** Glossary of terms defined ALL terms and acronyms (I had to google "BAPspecies" for an explanation. 	<p>We are taking advice from the landscape consultant regarding this point.</p> <p>Document Navigation – Agreed. Navigation and contents pages will be improved prior to adoption. There is a glossary of terms in Appendix A4.</p>
Jane Bickerton	
<p>I support this consultation plan. In particular the idea of only using the beech tunnel for traffic access and improving pedestrian access. The suggestion for more retail shops and the newly opened cinemas and restaurant offer an interesting retail area. The potential for the new film school might also offer an opportunity for public access to see what happens there.</p> <p>I also support the idea of artist/craft studios/retail spaces around Frobisher court.</p> <p>The suggestion of walled gardens is particularly interesting and wonder whether the wall alongside the lake opposite the Barbican art centre has the potential to be developed as such, as well as air vents on Beech highwalk.</p>	<p>Noted. No response required.</p> <p>Noted. No response required.</p>

Comment	Response
<p>Is there anyway we might support residents to keep their balconies green? I believe these areas are the ultimate responsibility of the houses and the corporation and not the individual owners. How might we support more greening?</p> <p>I would like to add three further comments to the consultation plan:</p> <p>The podium level "Beech Street" provides a patterned tile which can be viewed from Ben Jonson House. Over time the pattern seems to have changed when cracked tiles have been replaced. The pattern is a work of craft and art and I would suggest it be recognised and illustrated and added to your consultation plans. Outside Shakespeare on the second level this pattern appears to have been particularly distorted. I believe this overall pattern on Beech gardens will become more apparent when and if the exhibition hall coverway is removed. Do you have the original pattern for the tile? Could this pattern be included in the plans?</p> <p>Originally there was a gate on both sides of Fann street wild garden. Since 2003 the gate double gate adjacent to the play school has been locked with a padlock and the other gate not used because of the play area of the school. Could we again be able to enter this garden from both points. It certainly would add to my personal enjoyment of the garden.</p> <p>Is there any possibility of designated areas for children and bicycle riding, skate boarding and roller skating?</p> <p>This consultation is very exciting. I love living in the Barbican.</p>	<p>This is a management issue. The comment will be passed to the Barbican Estate Management Team.</p> <p>This is not something we have been aware of. We are exploring this issue further with residents.</p> <p>This is a management issue. The comment will be passed to the Barbican Estate Management Team.</p> <p>This is a management issue. The comment will be passed to the Barbican Estate Management Team.</p>

Appendix C - Schedule of Proposed Changes to Barbican Listed Building Management Guidelines Volume 4, Part 1 Landscaping SPD with Part 2 (Good Practice) and Part 3 (Green Infrastructure)

Page (New Versio n)	Section	Proposed Change	Reason for change
P35 Para 1.5.18	Character analysis of the estate landscape spaces by zones/ Thomas More Garden and Speed Garden	<ul style="list-style-type: none"> The arrangement of the paved pathways with a crenelated edge was a deliberate act to further unify the design concept of the Barbican and the fortified nature of the site through a wide variety of elements and planes (both vertical and horizontal). 	Text added in response to comment by Barbican Association and Lauderdale Tower House Group
P43 Para 1.5.46	Character analysis of the estate landscape spaces by zones/Bryer Court, Bunyan Court and John Trundle Court	The geometrical contrast has been somewhat diminished by virtue of the curvilinear treatment of planter beds that replaced the original 1970s design (1980s layout) – the so-called ‘dingly dell’ –and by the increased extent of soft planting generally.	Amended in response to comment from John Taysum
P43 Para 1.5.48	Character analysis of the estate landscape spaces by zones/Bryer Court, Bunyan Court and John Trundle Court	<ul style="list-style-type: none"> ...and avoids suburban godwheatery. 	Amended in response to comment from John Taysum
p49 Para 1.5.67	Character analysis of the estate landscape spaces by zones/ Miscellaneous estate perimeter zones	<ul style="list-style-type: none"> The architectural rhythm of the western edge of the estate can be clearly seen in the ‘up and down’ nature of the buildings themselves, beginning with the tall former YMCA [2 Fann Street] building, the lower John Trundle House, the tall Lauderdale Tower, the lower Seddon House and the corner to the lower Thomas More House, then finishing with the Aldersgate Turret. This further reinforces the architectural impression of fortification and crenellation that repeats in a variety of forms across the estate. 	Text added in response to comment by Barbican Association and Lauderdale Tower House Group

Page (New Version)	Section	Proposed Change	Reason for change
P85 Para 2.2.19	Good practice guidance – furniture, lighting and other elements/Water features	<ul style="list-style-type: none"> Original fountains and water features in the lake Types <u>D</u>/ E / F / G form a fundamental part of the spatial concept significantly enriching views across the central space. 	Amended in response to comment from John Taysum
P85 Para 2.2.20	Good practice guidance – furniture, lighting and other elements/Water features	<ul style="list-style-type: none"> The three fountains on the northwest podium were installed in the 1980s (Types A/B/<u>G</u>). 	Amended in response to comment from John Taysum
P87 Para 2.2.26	Good practice guidance – furniture, lighting and other elements/	<ul style="list-style-type: none"> Located where convenient <u>appropriate</u> and where the stands are overlooked and secure 	One word altered in response to a comment from Gilbert House Group

Screening Statement

On the determination of the need for a **Strategic Environmental Assessment** (SEA) in accordance with the *Environmental Assessment of Plans and Programmes Regulations 2004* and *European Directive 2001/42/EC* of the:

Barbican Listed Building Management Guidelines Volume IV Landscape Part 1 Supplementary Planning Document

Nov 2014



Barbican Listed Building Management Guidelines Volume IV Landscape Part 1

- 1.1 The SEA Directive identifies the purpose of SEA as “ to provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans and programmes with a view to promoting sustainable development” (Directive 2001/EC/42)
- 1.2 Sustainability Appraisal (SA) is the process by which this Directive is applied to Local Plan documents. SA aims to promote sustainable development through the integration of social, environmental and economic considerations into the preparation of plans.
- 1.3 Development Plan Documents (DPD), which for the City includes the adopted Core Strategy and the emerging Local Plan, are subject to Sustainability Appraisal. However the 2008 Planning Act allows for Supplementary Planning Documents to be prepared without a full SA as long as they are screened to establish whether they will result in significant effects as defined by the SEA Directive.
- 1.4 The SEA Directive exempts plans and programmes from assessment “*When they determine the use of small areas at local level or are minor modifications to the above plans or programmes...*” and states that “ *....they should be assessed only where Member States determine that they are likely to have significant effects on the environment.*”
- 1.5 The criteria for determining the significance of effects are taken from schedule 1 (9 (2) (a) and 10 (4)(a) of the Environmental Assessment of Plans and Programmes Regulations 2004 and are defined in appendix 1. These can be split into the criteria related to (i) the scope and influence of the document (ii) the type of impact and area likely to be affected

- 2.1 The Estate was listed Grade II in September 2001 for its special architectural and historic interest. It also includes designation under the Historic Buildings and Ancient Monuments Act 1953 on account of the surviving elements of London Wall, and was entered at Grade II* in the Register of Historic Parks and Gardens by English Heritage for the special interest of its landscape in February 2003.
- 2.2 Listed Building Management Guidelines provide clarification as to what types of change may or may not require Listed Building Consent. Listed Building Management Guidelines cannot remove the need for Listed Building Consent for works which affect the character of a building of special architectural and historic interest.
- 2.3 The Barbican Listed Building Management Guidelines Volume IV Landscape is in three parts: Part I addresses the obligations arising from designation and is intended to be adopted as a Supplementary Planning Document.
 - To record and analyse the special interest and significance of the estate landscape.

- To provide clear guidance on the implementation and management of change and the protection of the special character and significance of the landscape.

3 SEA Screening Procedure

- 3.1 The Responsible Authority (the City of London Corporation) must determine whether the plan or programme under assessment is likely to have significant environmental effects. This assessment must be made taking account of the criteria set out in Schedule 1 of the Environmental Assessment of Plans and Programmes Regulations 2004 (see appendix 1), and in consultation with the Environment Agency, English Heritage and Natural England.
- 3.2 Where the Responsible Authority determines that the plan or programme is unlikely to have significant environmental effects, and therefore does not need to be subject to full Strategic Environmental Assessment, it must prepare a statement showing the reasons for this determination.
- 3.3 Appendix 1 shows the results of this screening process for the Barbican Listed Building Management Guidelines Volume IV Landscape Part 1 SPD.

4 Screening and Consultation Outcome

- 4.1 This screening demonstrates that the Barbican Listed Building Management Guidelines Volume IV Landscape Part 1 SPD is unlikely to have significant effects on the environment. Therefore it will not be necessary to carry out a full SA/SEA on this document.
- 4.2 Each of the statutory consultees has been consulted on this initial screening statement and their responses are summarised below:

Consultee	Response
Environment Agency	No comment
Natural England	No comment on SEA screening
English Heritage	No comment on SEA screening

Determination: The Barbican Listed Building Management Guidelines Volume IV Landscape Part1 SPD applies to a small area at a local level and is unlikely to have significant effects on the wider environment therefore it will not be necessary to carry out a Strategic Environmental Assessment on this SPD

Appendix 1 Criteria for determining the likely significance of effects on the environment

SEA Directive Criteria Schedule 1 Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects
1. Characteristics of the Barbican Listed Building Management Guidelines (LBMG) Volume IV Landscape Part 1 SPD having particular regard to:	
(a) The degree to which the SPD sets out a framework for projects and other activities, either with regard to the location, nature, size or operating conditions or by allocating resources	The Barbican LBMG Vol IV SPD will provide supplementary guidance to support LDF Core Strategy Policy CS12 <i>Historic Environment</i> . The Core Strategy is the overarching framework for development in the City. This SPD will not allocate resources but will provide guidance as to what changes may require Listed Building Consent before they can be implemented.
(b) The degree to which the SPD influences other plans and programmes including those in a hierarchy	The Barbican LBMG Vol IV SPD will provide guidance as to what changes to the Barbican Landscape are likely to require Listed Building Consent and which changes are unlikely to require such consent. However this guidance will be in line with adopted Core Strategy policy CS12 <i>Historic Environment</i> , aiming to conserve or enhance the special architectural and historic interest identified in the List Description. The Core Strategy has been subject to full Sustainability Appraisal/ Strategic Environmental Assessment.
(c) The relevance of the SPD for the integration of environmental considerations in particular with a view to promoting sustainable development	This SPD conforms with policies CS12 <i>Historic Environment</i> in the City's adopted Core Strategy, which promotes sustainable development. The Core Strategy has been subject to full Sustainability Appraisal / Strategic Environmental Assessment. The Planning Inspector's report of the Core Strategy examination stated that "the Core Strategy preparation has been closely informed by the Sustainability Appraisal. The latter identifies that the Strategy will have largely beneficial effects, and any negative effects can be mitigated"
(d) Environmental problems relevant to the SPD	This document will not introduce or exacerbate any environmental problems. Indeed it will conserve or enhance the heritage significance of the Barbican landscape resulting in social, environmental and economic benefits.
(e) The relevance of the SPD for the implementation of Community legislation on the environment (for example plans and programmes related to waste management or water protection)	This SPD will not impact on the implementation of Community legislation on the environment.

SEA Directive criteria Schedule 1 Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects
2 Characteristics of the effects and area likely to be affected having particular regard to:	
(a)The probability, duration, frequency and reversibility of the effects	This SPD aims to provide guidance on the conservation and enhancement of the Barbican landscape and identifies the special interest features of the Barbican Estate and categorises elements of change by their likelihood of requiring and/or obtaining Listed Building Consent. The ultimate outcome will be to prevent irreversible change to the special interest features of the estate's landscape. The overall impact will therefore be positive.
(b)The cumulative nature of the effects of the SPD	The effect of this SPD will be largely beneficial therefore any cumulative impacts will also be beneficial.
(c)The trans boundary nature of the effects of the SPD	This SPD will cover a relatively small area at local level therefore it is unlikely to have any trans-boundary effects.
(d)The risks to human health or the environment (eg due to accident)	No significant risks to human health are envisaged through the application of this SPD.
(e)The magnitude and spatial extent of the effects (geographic area and size of the population likely to be affected) by the SPD	This SPD covers proposed change within the Barbican's landscape, which includes all external areas hard and soft and the car parks. The spatial extent of the site is 12 hectares including over 2000 residential properties housing approximately 3000 residents. The site also houses the Barbican Complex which is Europe's largest multi arts and conference venue. This SPD will limit the magnitude of change in order to conserve the special interest of the estate's landscape.
(f)The value and vulnerability of the area likely to be affected by the SPD due to: <ul style="list-style-type: none"> • Special natural characteristics or cultural heritage • Exceeded environmental quality standards or limit values • Intensive land use 	The area which is being protected by this SPD is recognised nationally through Grade II listing. The Barbican Gardens which fall within the area are designated as a Site of Local Importance for Nature Conservation. The site falls within an Air Quality Management Area for nitrogen dioxide and fine particulates. The surrounding area is under intense pressure for development. The impact of this SPD is likely to be positive in reducing the vulnerability of the affected areas.
(g)The effects of the SPD on areas or landscapes which have recognised national, Community or international protected status	The purpose of this SPD is to provide guidance on proposed change to a nationally listed landscape and gardens. The effect of this SPD will be positive for conservation and enhancement of these spaces.

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Department of the Built Environment

‘You will not get far if you perceive the duty to be over burdensome or take a mechanistic approach....there will be progress if the duty is seen as a way of fundamentally changing the core values and culture of the organisation.....we need an outcome-oriented approach’

– CRE Chair 2001

Please initially complete pages 2-3; if you answer YES to any of the statements you must continue with the document.

This assessment should be completed at the start of a project, the beginning of a change to service or policies.

Equality Impact Assessment: Stage 1 Initial Assessment

Service Area:		Development Management			
Main Contact		Petra Sprowson			
Policy/Project/Service:		Barbican Listed Building Management Guidelines Volume IV – Landscape Draft SPD, and Part 2 – Good Practice and Part 3 – Green Infrastructure			
Related Policies (Please list)					
Is the function or policy carried out by a third party?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>			
To which of the following equalities issues could the Policy/Project/Service contribute? (Please tick as relevant)					
1. Eliminating unlawful discrimination, harassment & victimisation & other unlawful conduct prohibited by the Act? ¹ (Explain why in box below)	Y	<input type="checkbox"/>	N	<input checked="" type="checkbox"/>	
2. Advancing equality of opportunity between people who share a protected characteristic & those who don't? (explain how in box below)	Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>	
3. Fostering good relations between people who share a protected characteristic & those who don't? (if possible identify the different groups and how relations could be improved in box below)	Y	<input type="checkbox"/>	N	<input checked="" type="checkbox"/>	
4. Is there any <i>potential</i> that this Policy/Project/Service <i>could</i> operate in a discriminatory manner?	Y	<input type="checkbox"/>	N	<input checked="" type="checkbox"/>	
5. Is there any evidence (including expressions of public concern or levels of complaints) of unequal impact or detriment to people sharing a protected characteristic or or the undermining of good relations between	Y	<input type="checkbox"/>	N	<input checked="" type="checkbox"/>	

people who share a protected characteristic & those who don't?				
6. Based on the assessment just considered, what is the overall assessment of relevance (or risk) in terms of equalities?	Low <input checked="" type="checkbox"/>	Medium <input type="checkbox"/>	High <input type="checkbox"/>	
Please provide brief details as above: The document recognises that there is potential to improve access to the Barbican Estate for all residents and members of the public, and provides guidance as to where improvements might be made. Opportunities to improve play spaces and equipment for children is also identified.				

Completed by / date:	Petra Sprowson / 3 July 2014
Manager Sign Off / date:	Kathryn Stubbs 3 July 2014
DBE Equalities Champion / date:	Elisabeth Hannah / 3 rd July / DBE049

1 The Act explains that having ' **due regard for advancing equality** ' involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

Policy/Project/Service where discretion may apply will also need to be considered when determining priority.

Please note that all new policies, projects or functions **must be** impact assessed as part of their development if any relevance to the duty is identified. The assessment should then be included as part of any decision or approval process e.g. included in Management or Committee reports.

Any requirement for new policies or restructuring of services and therefore the need to undertake an impact assessment, should be flagged-up well in advance as part of the annual service planning process to ensure it is part of the overall process and meaningful.

Equality Impact Assessment: Stage 2:

Only complete if you have answered yes to any question in stage 1.

A: Summary Details

Directorate:

Section:

Person responsible for the assessment:

Contact details:

Names of other people participating in review:

Name of Policy to be assessed:

Is this a new or revised policy:

Date policy scheduled for Committee (if relevant):

B: Preparation

*It is important to consider all available information that could help determine whether the policy/project/service could have any actual or **potential** adverse equality impact. Please attach examples of monitoring information, research and consultation reports.*

1. Do you have monitoring data available on the number of people (with protected characteristics*) who are using or are potentially impacted upon by your policy/project/service? *Please specify what information you have available.*
2. If monitoring has NOT been undertaken, will it be done in the future or do you have access to relevant monitoring data for this area? If not please give a reason for your decision.
3. Please list local/national consultations, research or practical guidance that will assist you in completing this EqIA.

C: Policy/Project/Service

1. What is the main purpose of the policy/project/service?
2. Are there any other objectives of the policy/project/service, if so what are they?
3. Do any written procedures exist to enable delivery of this policy/project/service?
4. Are there elements of relevant common practice that are **not** defined within the written procedures?
5. Who are the main stakeholders of the policy/project/service?
6. Is this associated with any other Corporation policies?
7. Are there any areas of the policy/project/service that are governed by statutory or discretionary powers? If so, is there clear guidance as to how to exercise these?
8. Is the responsibility for the proposed policy/project/service shared with another department, authority or organisation? If so, please state.

D: The Impact

Assess the potential impact that the policy/project/service could have on people who share protected characteristics. If you have assessed negative potential impact for any people who share one or more of the protected characteristics, you will need to also assess whether that negative potential impact is high, medium or low.

(N.B. Impact will not be equally negative or positive or neutral for all groups. There will be differing degrees of impact, the purpose of this section is to highlight whether it is disproportionately different)

Identify the potential impact of the policy/service/proposal on men and women

Gender	Positive	Negative (please specify if High, Medium or Low)			Neutral	Reason
Women		H	M	L		
Men		H	M	L		
Transgender/ transexual		H	M	L		

Identify the potential impact of the policy/service/proposal on the basis of the following:

	Positive	Negative (please specify if High, Medium or Low)			Neutral	Reason
Pregnancy & Maternity		H	M	L		
Marriage & Civil Partnership		H	M	L		

Identify the potential impact of the policy/service/proposal on different race groups

Race	Positive	Negative (please specify if High, Medium or Low)			Neutral	Reason
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		Medium or Low)				
Asian (including Bangladeshi, Pakistani, Indian, Chinese, Vietnamese, Other Asian Background – please specify _____)		H	M	L		
Black (including Caribbean, Somali, Other African, Other black background – please specify _____)		H	M	L		
White (including English, Scottish, Welsh, Irish, Other white background – please specify _____)		H	M	L		
Mixed/ Dual heritage (White and Black Caribbean, White and Black African, White and Asian, Other mixed background - please specify _____)		H	M	L		
Gypsies/Travellers		H	M	L		
Other (please specify)		H	M	L		
<i>Identify the potential impact of the policy/service/proposal on disabled people</i>						
Disability	Positive	Negative (please specify if High, Medium or Low)			Neutral	Reason
Physical Disability		H	M	L		
Sensory Impairment		H	M	L		
Learning Difficulties		H	M	L		
Mental Health Issues		H	M	L		

e) Identify the potential impact of the policy/service/proposal on different age groups:

Age Group (specify, for example younger, older etc)	Positive	Negative (please specify if High, Medium or Low)			Neutral	Reason
Older People		H	M	L		
Young People/children		H	M	L		
<i>Identify the potential impact of the policy/service/proposal on lesbians, gay men, bisexual or heterosexual people</i>						
Sexual Orientation	Positive	Negative (please specify if High, Medium or Low)			Neutral	Reason
Lesbian		H	M	L		
Gay Men		H	M	L		
Bisexual		H	M	L		
Heterosexual		H	M	L		
<i>Identify the potential impact of the policy/service/proposal on different religious/faith groups</i>						
Religious/Faith groups (specify)	Positive	Negative (please specify if High, Medium or Low)			Neutral	Reason
Buddhist		H	M	L		
Christian		H	M	L		
Hindu		H	M	L		
Jewish		H	M	L		
Muslim		H	M	L		
Sikh		H	M	L		
Other (please specify)		H	M	L		

E: Review

1. As a result of completing the above what, in your judgement is the potential impact of your policy?

High ⑤**Medium ⑤****Low ⑤**

2. What actions could be taken to minimise or remove any negative potential impact? If so please complete the action plan and include in any relevant documentation.

3. What is the evidence that the policy promotes equality of opportunity or prevents unlawful discrimination?

Signatures

Person completing this assessment	
Service Head	
DBE Equalities Champion	

Action Plan

Recommendation	Key activity	Progress milestones	Officer Responsible	Progress

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Committee(s):	Date(s):
Residents' Consultation	24 November 2014
Barbican Residential	8 December 2014
Subject: Service Charge Expenditure and Income Account - Latest Approved Budget 2014/15 and Original Budget 2015/16	Public
Report of: The Chamberlain Director of Community & Children's Services	For Decision

Summary

This report sets out the latest approved budget for 2014/15 and original 2015/16 for revenue expenditure proposed to be included within the service charge in respect to dwellings. This does not include any expenditure or income pertaining to car parking or stores. The amount charged to individual lessees will depend on the percentages set out in their lease.

Summary Of Table 1	Latest Approved Budget 2014/15 £'000	Original Budget 2015/16 £'000	Movement £'000
Expenditure	8,466	8,577	111
Service Charge Income	(8,312)	(8,423)	(111)
Other Income	(154)	(154)	0
Total Net Expenditure	0	0	0

The original budget for 2015/16 total expenditure is £8,577,000 compared to the 2014/15 latest approved budget of £8,466,000. This increase of £111,000 is mainly due to an increase in employee costs of £82,000 and energy cost increases of £55,000.

This is only the budget for the years in question and the actual amount charged to lessees will depend on the actual spent and the percentage set out in the individual leases.

Recommendations

The Committee is requested to:

- review the provisional 2015/16 revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to the Finance Committee;
- authorise the Chamberlain to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews, corporate projects, changes to the Additional Works Programme

Main Report

Introduction

1. This report sets out the proposed revenue budget for 2015/16. The revenue budget management arrangements are to:
 - Provide a clear distinction between local risk, central risk and recharge budgets
 - Place responsibility for budgetary control on departmental Chief Officers
 - Apply a cash limit policy to Chief Officers' budgets
2. The budget has been analysed by service expenditure and compared with the latest approved budget for the current year.
3. The report also compares the current year's budget with the forecast outturn.

Proposed Revenue Budget for 2015/16

4. The proposed Revenue Budget for 2015/16 is shown in table 1 overleaf analysed between:
 - Local Risk Budgets – these are budgets deemed to be largely within the Chief Officer's control.

- Central Risk budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside of his/her control or are budgets of a corporate nature (e.g. interest on balances and rent incomes from investment properties).
- Support Services – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk.

TABLE 1						
Barbican Residential – City Fund						
Analysis of Service Expenditure	Local, Central Risk or Recharges	Actual 2013-14 £'000	Latest Approved Budget 2014-15 £'000	Original Budget 2015-16 £'000	Movement 2014-15 to 2015-16 £'000	Paragraph Reference
EXPENDITURE						
Employees	L	2,095	1,940	2,022	82	7
Premises Related Expenses						
Repairs and Maintenance	L	2,027	2,550	2,550	0	Appendix 1 6
Energy Costs	L	2,138	2,272	2,327	55	
Residential Cost of Engineers	L	122	135	139	4	
Window cleaning and Cleaning Supplies	L	226	233	233	0	
Grounds Maintenance	L	101	120	123	3	
Supplies and Services	L				0	
Equipment, Furniture and Materials		17	71	67	(4)	
	L					
Uniforms	L	8	12	12	0	
Printing, Stationery and Office Exp.	L	5	7	7	0	
Communication and Computing	L	17	14	14	0	
Support Services						
Premises Insurance	R	25	25	26	1	
Supervision and Management	R	493	659	629	(30)	
Property Services	R	441	428	428	0	
Total Expenditure		7,716	8,466	8,577	111	
INCOME						
Fees and charges	L	(14)	(16)	(16)	0	
Cleaning of non- dwelling service chargeable areas of the estate	R	(128)	(109)	(109)	0	
Lighting of non- dwelling service chargeable areas of the estate	R	(28)	(29)	(29)	0	
Service Charge Income	L/C	(7,441)	(8,263)	(8,374)	(111)	
Service Charge in respect to voids	R	(105)	(49)	(49)	0	
Total Income		(7,716)	(8,466)	(8,577)	(111)	
Balance		0	0	0	0	

5. The original budget for 2015/16 total expenditure is £8,466,000 compared to the 2014/15 latest budget of £8,577,000. This increase of

£111,000 is mainly due to an increase in employee costs of £82,000 and energy cost increases of £55,000.

6. Energy costs have also increased by £55,000 due to expected higher tariffs.
7. Analysis of the movement in manpower and related staff costs are shown in Table 2 below

Table 2 - Manpower statement	Latest Approved Budget 2014/15		Original Budget 2015/16	
	Manpower Full-time equivalent	Estimated cost £000	Manpower Full-time equivalent	Estimated cost £000
Garchey Operatives	3	113	3	109
Cleaners	29	821	32	870
Estate Concierge (1/3)	7	571	9	577
Lobby Porters	12	408	12	439
House Officers	3	27	3	27
Total Barbican Residential	54	1,940	59	2,022

8. Appendix 2 includes a more detailed breakdown of support service costs.

Draft Capital and Supplementary Revenue Budgets

9. The latest estimated costs of the Committee's draft capital and supplementary revenue projects are summarised in the Table below.

Service	Project	Exp. Pre 01/04/14 £'000	2014/15 £'000	Later Years £'000	Total £'000
<u>Pre-implementation</u>					
Service Charge	Concrete Testing	0	320	0	320
Service Charge	Water System Testing and Safety Works	0	2	0	2
Service Charge	Communal Repairs and Redecorations	0	14	0	14
TOTAL BARBICAN RESIDENTIAL		0	336	0	336

10. Pre-implementation costs comprise option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work. A proportion of these costs will be recoverable from residents via service charges.
11. Full implementation of these schemes will be subject to further consultation and approvals.
12. The latest Capital and Supplementary Revenue Project budgets will be presented to the Court of Common Council for formal approval in March 2015.

Contact: Mark Jarvis (1221) or Alison Elam (1081)
Chamberlain's Department

Appendix 1

Analysis of Repairs, Maintenance and Minor Improvements

Costs to be charged to Long Lessees and Landlord. (The latter responsible for short term tenancies and voids)	Latest Budget 2014/15 £000	Original Budget 2015/16 £000
Responsive and Contract Servicing including Building Electrical and Heating and Ventilation	950	993
IRS maintenance	30	30
Responsive and Contract Servicing - Lifts	270	270
Garchey Responsive Works	98	98
Sub Total Responsive and Contract Servicing	1,348	1,391
External and Internal Decorations	593	450
Upgrade Safety/Security Installations	25	25
Water Supply Works	125	270
Concrete Repairs Contingency	100	50
Consultants Fees	35	35
Electrical Testing	10	10
Asbestos Encapsulations	250	250
Emergency Lighting to Stairs, Corridors and Plant Rooms	35	49
Heating Condition Survey	9	0
Asset Management	10	10
Fan Duct Work Cleaning	10	10
TOTAL	2,550	2,550

Appendix 2

Support Service and Capital Charges from/to Barbican Service Charges	Actual 2013/14 £000	Latest Approved Budget 2014/15 £000	Original Budget 2015/16 £000
Support Service and Capital Charges Insurance	25	25	26
Total Support Services	25	25	26
Recharges within Committee			
Cleaning and Lighting	(156)	(138)	(138)
Barbican Supervision and Management	388	610	580
Recharges Within Funds			
DCCS	441	428	428
TOTAL SUPPORT SERVICE AND CAPITAL CHARGES	698	925	896

Committee(s):	Date(s):
Residents' Consultation	24 November 2014
Barbican Residential	8 December 2014
Subject: Revenue and Capital Budgets - Latest Approved Budget 2014/15 and Original 2015/16 <i>Excluding dwellings service charge income and expenditure.</i>	Public
Report of: The Chamberlain Director of Community & Children's Services	For Decision

Summary

This report is the annual submission of the revenue and capital budgets overseen by your Committee. In particular it seeks approval to the provisional revenue budget for 2015/16, for subsequent submission to the Finance Committee. Details of the Committee's draft capital budget are also provided. The budgets have been prepared within the resources allocated to the Director.

These accounts do not include income and expenditure in relation to dwellings service charges, which is the subject to a separate report before you today, but does include the following:-

- Landlord Services

This includes income and expenditure relating to short term lessee flats, void flats and commercial properties as well as grounds maintenance for public areas.

- Car Parking

The running expenses, capital charges, rent income and service charges relating to 1,508 car spaces of which some 1,075 (71.3%) are currently occupied .

- Baggage Stores

The running expenses, capital charges, rent income and service charges relating to 1,261 baggage stores.

- Trade Centre

This is a commercial area of some 117,000 square feet bounded broadly by Beech Street, Aldersgate Street, Fann Street and Bridgewater Square. Capital charges are the main item of expense,

although some premises and supervision and management costs are incurred. Income comprises rent and charges for services in respect of Virgin Active, GSMD practice room, Laundrette, Vinci Parking and Creche.

The provisional nature of the revenue budgets particularly recognises that further revisions may arise from the necessary realignment of funds resulting from corporate projects.

Summary Of Table 1	Latest Approved Budget 2014/15 £'000	Original Budget 2015/16 £'000	Movement £'000
Expenditure	2,711	2,616	(95)
Income	(5,072)	(5,056)	16
Support Services and Capital Charges	2,408	2,412	4
Total Net Expenditure	47	(28)	(75)

Overall, the 2015/16 provisional revenue budget totals a surplus of £28,000, a decrease of £75,000 compared with the Latest Approved Budget for 2014/15. The main reasons for this decrease are changes in budgets for soft landscaping works at Beech Gardens and increases in the number of permanent car parking-estate concierges.

Recommendations

The Committee is requested to:

- review the provisional 2015/16 revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to the Finance Committee;
- review and approve the draft capital budget;
- authorise the Chamberlain to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews, corporate projects, changes to the Additional Works Programme.

Main Report

Introduction

1. This report sets out the proposed revenue budget and capital budgets for 2015/16. The revenue budget management arrangements are to:
 - Provide a clear distinction between local risk, central risk and recharge budgets
 - Place responsibility for budgetary control on departmental Chief Officers
 - Apply a cash limit policy to Chief Officers' budgets
2. The budget has been analysed by service expenditure and compared with the latest approved budget for the current year.

The report also compares the current year's budget with the forecast outturn.

Proposed Revenue Budget for 2015/16

3. The proposed Revenue Budget for 2015/16 is shown in Table 2 overleaf analysed between:
 - Local Risk budgets – these are budgets deemed to be largely within the Chief Officer's control.
 - Central Risk budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside of his/her control or are budgets of a corporate nature (e.g. interest on balances and rent incomes from investment properties).
 - Support Services and Capital Charges – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk.
4. The provisional 2015/16 budgets, under the control of the Director of Community & Children's Services being presented to your Committee, have been prepared in accordance with guidelines agreed by the Policy and Resources and Finance Committees. These include continuing the implementation of the required budget reductions across both local and central risks, as well as the proper control of transfers of non-staffing budget to staffing budgets. The budgets include an allowance towards any

potential pay and price increases of 2%. The budget has been prepared within the resources allocated to the Chief Officer.

TABLE 1						
Barbican Residential Committee Summary – City Fund						
Analysis of Service Expenditure	Local or Central Risk	Actual 2013-14 £'000	Latest Approved Budget 2014-15 £'000	Original Budget 2015-16 £'000	Movement 2014-15 to 2015-16 £'000	Paragraph Reference
EXPENDITURE						
Employees	L	1,269	1,448	1,538	90	9
Premises Related Expenses						
Repairs and Maintenance	L	737	738	628	(110)	11
Other Premises Related Expenses (i)	L	391	420	338	(82)	7
Transport	L	0	1	1	0	
Supplies & Services	L	312	104	111	7	
Total Expenditure		2,709	2,711	2,616	(95)	
INCOME						
Customer, Client Receipts (mainly rents and non-dwelling service charges,)	L/C	(5,377)	(5,072)	(5,056)	16	
Total Income		(5,377)	(5,072)	(5,056)	16	
NET INCOME BEFORE SUPPORT SERVICES AND CAPITAL CHARGES		(2,668)	(2,361)	(2,440)	(79)	
SUPPORT SERVICES AND CAPITAL CHARGES						
Central Support Services and Capital Charges		3,137	3,014	3,005	(9)	
Recharges within Fund		(78)	(134)	(151)	(17)	
Recharges to Service Charge Account		(232)	(472)	(442)	30	
Total Support Services and Capital Charges		2,827	2,408	2,412	4	10
TOTAL NET EXPENDITURE		159	47	(28)	(75)	

Notes - Examples of types of service expenditure:-

(i) Other Premises Related Expenses – includes energy costs, rates, water services, cleaning and domestic supplies

- Income and favourable variances are presented in brackets. An analysis of this Revenue Expenditure by Service Managed is provided in Appendix 1. Only significant variances (generally those greater than £100,000) have been commented on in the following paragraphs.
- Overall there is a decrease of the deficit of £75,000 in the overall budget between the 2014/15 latest approved budget and the 2015/16 original budget. The main movements are explained by the variances in the following paragraphs.

7. There was an increase in the repairs budget for podium works at Beech Gardens during 2014/15 which is not repeated in 2015/16.
8. There has been an increase in employee budgets of £90,000 which is due to the recruitment of additional car parking-estate concierge staff.
9. Analysis of the movement in manpower and related staff costs are shown in Table 2 below.

Table 2 - Manpower statement	Latest Approved Budget 2014/15		Original Budget 2015/16	
	Manpower Full-time equivalent	Estimated cost £000	Manpower Full-time equivalent	Estimated cost £000
Supervision and Management	11	627	11	636
Car Parking - Estate Concierge (2/3)	15	821	19	902
Total	26	1,448	30	1,538

10. A detailed breakdown of Central Support Services and Capital Charges is presented in Appendix 2.
11. A detailed breakdown of Repairs and Maintenance costs are provided in Appendix 3

Potential Further Budget Developments

13. The provisional nature of the 2015/16 revenue budget recognises that further revisions may be required, including in relation to:
 - budget reductions to capture savings arising from the on-going PP2P reviews;

Draft Capital and Supplementary Revenue Budgets

14. The latest estimated costs of the Committee's draft capital and supplementary revenue projects are summarised in the Table below.

Service	Project	Exp. Pre 01/04/14 £'000	2014/15 £'000	Later Years £'000	Total £'000
<u>Pre-implementation</u>					
Landlord Costs <u>Authority to Start Work</u>	Contractor's Office	0	10	0	10
Landlord Costs	- Barbican Podium Waterproofing	992	3,639	0	4,631
Landlord Costs	Baggage stores	71	1	0	72
TOTAL BARBICAN RESIDENTIAL		1,063	3,650	0	4,713

15. Pre-implementation costs comprise option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work. A budget of £10,000 has been approved from central resources to explore options for the conversion of a unit in Andrewes House, which is currently used as a contractor's office, into a residential unit.
16. The first phase of the podium waterproofing project is due to be completed in the current financial year.
17. The conversion of space below Speed House to provide new baggage stores was completed earlier this year.
18. The latest Capital and Supplementary Revenue Project budgets will be presented to the Court of Common Council for formal approval in March 2015.

Appendices

Appendix 1: Revenue Expenditure by Service Managed

Appendix 2: Support Service and Capital Charges from/to Community & Children's Services Committee

Appendix 3: Analysis of Repairs, Maintenance and Minor Improvements

Contact: Mark Jarvis (1221) or Alison Elam (1081)
Chamberlain's Department

APPENDIX 1

Analysis by Service Managed	Actual 2013-14 £'000	Latest Approved Budget 2014-15 £'000	Original Budget 2015-16 £'000	Movement 2014-15 to 2015-16 £'000
CITY FUND				
Supervision & Management (fully recharged)	0	0	0	0
Landlord Services	387	492	502	10
Car Parking	216	205	169	(36)
Baggage Stores	(151)	(191)	(197)	(6)
Trade Centre	(460)	(488)	(534)	(46)
Other Non-Housing	168	29	32	3
TOTAL	160	47	(28)	(75)

Supervision and Management – General

This section relates to the requirements of the Barbican Estate Office including staffing, premises, information technology and support from Guildhall. The Estate Office is responsible for the management of the flats, commercial units, car parks and baggage stores. Management includes repairs and maintenance, security, cleanliness of common parts, calculation of service charges and the initial stages of arrears recovery. Total expenditure on this section is fully recharged to other sections of these accounts plus a relevant proportion to the Service Charge account, which is the subject to a separate report before you today. The IT costs are recharged on number of transactions while the other costs are allocated broadly on time sheet information.

Landlord Services

Expenditure includes repairs to the interior of short term lessees' flats and void flats. Grounds maintenance of public areas, insurance (other than that included in the Service Charge Account for lifts and the garchey system), capital charges relating to properties not sold on a long lease, and supervision and management. Income includes rent income from short term tenancies (apart from the service charge element), rent from ten commercial properties, licence fees for various aerial sites, and reimbursements for insurance, dilapidations and other services. Long lessees have the option to arrange alternative insurance to that provided through the City and, consequently,

insurance is accounted for in the Landlord Account rather than as part of the Service Charge Account.

Car Parking

The running expenses, capital charges, rent income and service charges relating to 1,508 car spaces of which some 1,037 (68.7%) are currently occupied .

Baggage Stores

The running expenses, capital charges, rent income and service charges relating to 1,261 baggage stores.

Trade Centre

This is a commercial area of some 117,000 square feet bounded broadly by Beech Street, Aldersgate Street, Fann Street and Bridgewater Square. Capital charges are the main item of expense, although some premises and supervision and management costs are incurred. Income comprises rent and charges for services in respect of Virgin Active, GSMD practice room, Laundrette, Vinci Parking and Creche.

APPENDIX 2

Support Service and Capital Charges from/to Barbican Residential Committee	Actual 2013/14 £000	Latest Approved Budget 2014/15 £000	Original Budget 2015/16 £000
Support Service and Capital Charges			
Insurance	319	323	337
IS Recharges - Chamberlain	154	109	98
Capital Charges	2,158	2,100	2,100
Support Services -			
Chamberlain	193	166	171
Comptroller and City Solicitor	160	160	154
Town Clerk	117	118	113
City Surveyor	10	11	11
Other Services*	26	26	21
Total Support Services and Capital Charges	3,137	3,014	3,005
Recharges Within Funds			
Corporate and Democratic Core – Finance Committee	(50)	(50)	(50)
HRA	(82)	(126)	(126)
Community and Children's Services Committee	54	42	25
Recharges within Committee	(388)	(610)	(580)
Service Charge Account	156	138	138
TOTAL SUPPORT SERVICE AND CAPITAL CHARGES	2,827	2,408	2,412

* Various services including central training, corporate printing, occupational health, union costs and environmental and sustainability section.

ANALYSIS OF REPAIRS, MAINTENANCE AND MINOR IMPROVEMENTS ALL LOCAL RISK

[illegible]

	Latest Approved Budget 2014/15 £'000	Original Budget 2015/16 £'000		Budget to Budget % Increase (Decrease)
Total Stores <u>Trade Centre</u>				
Breakdown Maintenance	49	53	E	
Total Trade Centre	49	53		8
<u>Other Non-Housing</u>				
Breakdown Maintenance	2	2	E	
Total Other Non-Housing	2	2		0
TOTAL	738	628		(18)

E = ESSENTIAL
 A = ADVISABLE
 D = DESIRABLE

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Committees:	Date(s):
Community and Children's Services Barbican Residential	10 October 2014 08 December 2014
Subject: Service Based Review Proposals – Department of Community and Children's Services	
Report of: Director of Community and Children's Services	For Decision

Summary

The Service Based Review aims to deliver sustainable savings and/or increased income in order to balance City Fund and City's Cash over the medium term. The proposals approved by the Policy & Resources Committee included a total of £844K or my Department towards this overall target and these are summarised below.

Service Based Review - Community and Children's Services and Barbican Residential Committee Budget Reduction Proposals					
	C'ttee	2015/16 £'000	2016/17 £'000	2017/18 £'000	Total £'000
Straightforward					
Repairs and Maintenance - Leisure Centre	CCS	10			10
Housing Service Strategy and Support running costs	CCS	12			12
Barbican recharges - office accommodation	BRC	10			10
Contingency budget for volatile and demand led social care	CCS	100			100
Commissioning - public health contracts	CCS	75			75
Catering contract transfer	CCS	20			20
Funding - to place 2 year olds in private sector	CCS	20			20
Admin - Housing Benefit	CCS		10		10
Income from Fusion Lifestyle	CCS		45		45
External Early Years	CCS		48		48
Income from Barbican Baggage Store	BRC			30	30
Sub-total		247	103	30	380
More Challenging					
Graduate leader and access to childcare training	CCS	40			40
Commissioning - Youth Service	CCS	60			60
Every Child a Talker - 25% reduction	CCS	10			10
Golden Lane Children's Centre	CCS	50			50
Foster placement costs	CCS			40	40
Commissioning - Better Care Funding	CCS			100	100
Barbican car parking	BRC			124	124
Staffing - Housing Benefit	CCS			40	40
Sub-total		160	0	304	464
TOTAL		407	103	334	844

Each of these proposals is outlined in Appendix 1. The Community and Children's and Barbican Residential Committees, being the main committees which oversee the work of the Community and Children's Services Department, are requested to review and endorse the proposals.

The Community and Children's Services Committee should review the proposals with the exception of those relating to the Barbican Estate and the Barbican Estate proposals should be reviewed by the Barbican Residential Committee.

Appendix 2 to this report sets out the more challenging savings that were put before the Policy and Resources Committee but were withdrawn when the Committee accepted an amendment from the Resource Allocation Sub Committee to reduce the level of challenging savings to £464K for this department

Recommendation:

Members are asked to endorse the savings proposals for the Department of Community and Children's Services.

Main Report

Background

1. The Service Based Review was initiated in 2013 in response to forecast City Fund deficits over the medium term which were due primarily to large reductions in government funding, and the expectation of future grant reductions for the foreseeable future. City's Cash was subsequently included as deficits are also being forecast for this fund over the medium term. The latest financial forecasts indicate deficits of £11m for City Fund and £4m for City's Cash by 2017/18.
2. The aim of the review is to deliver significant and sustainable savings and/or increased income in order to balance the two funds over the medium term. The overall target has been set at £20m by the Resource Allocation Sub Committee.
3. Between February and early June 2014, formal "challenge" meetings were held with every Chief Officer, conducted by a panel led by the Chamberlain and the Deputy Town Clerk. Chief Officers were requested to prepare a set of options, with a combination of efficiency savings, income generation and doing things differently, which were discussed at the meetings. Following these challenge meetings, the panel sought to meet with each Chief Officer and their relevant Committee Chairmen and Deputy Chairmen.
4. Savings proposals totalling £23m by 2017/18 were presented to the Resource Allocation Sub Committee's informal meeting on 28 June, subdivided into four categories:
 - a. straightforward cost reduction options: £11.2m of low risk and low impact cost reductions, including some headcount reductions;

- b. straightforward income increase options: £4.7m of income generation options; inherently higher risk than (a), of which £811k requires some investment;
 - c. more challenging efficiency /income options: £3.2m of cost reduction and £1.7m of income generation, where there may be a need for user consultation, or a potential reputational impact, and
 - d. further options: £2.1m - £2.4m, mainly involving service reconfiguration or longer-term change.
5. On 4 September the Policy and Resources Committee met to consider the savings proposals put forward by Chief Officers and agreed a package of savings that matches the challenge of finding at least £20m savings by 2017/18. The main outcomes were:
- That an agreed amount of spending reductions/income increases was set for each individual Chief Officer, starting from 2015/16, through to 2017/18. Rather than applying an across-the-board percentage cut, Members considered the proposals from each department separately, taking into account the different pressures each department faces and looking to protect certain functions.
 - To review a number of activities that cut across different departments: grant giving; the effectiveness of hospitality; operational assets; contract management; asset, facilities and project management; car parking in the City; filming; conference and business events; advertising, and the marketing of visitor attractions.
 - That more detailed investigations will be undertaken of certain service areas, looking at whether there are more efficient ways of delivering these services.
 - To review the level of the City Corporation's support for the three independent schools. This will also look at how this support fits with the City's new Education Strategy.
 - For further research to take place on three service areas identified for possible funding through Bridge House Estates.
6. The next steps were:
- Chief Officers to report to their Service Committees in the autumn on their detailed proposals as part of the budget setting process for 2015/16. Chief Officers have been asked to include in these reports reference to the suggestions made by staff for cost reduction or income generation.
 - Departments' proposals will be reviewed by Corporate HR to determine the likely impact on staff, and a report will be presented to the Establishment Committee in the New Year. Because the proposals will be phased over 3 - 4 years, there will be time to manage them carefully, and therefore minimise the staffing implications.
 - Reports on the potential for longer-term changes to specific service areas will be submitted to the Resource Allocation Sub Committee in December.
 - The Efficiency and Performance Sub Committee will take responsibility for oversight and monitoring of the savings reductions and the cross-departmental reviews.

- Proposals for the cross-departmental reviews will be submitted to the Chief Officers' Summit Group for approval. Regular reports will be made to the Summit Group and the Efficiency and Performance Sub Committee on the progress of the reviews.

Savings Proposals – Community and Children's Services Department

- The Policy and Resources Committee agreed savings proposals totalling £844K for my Department. As the main committees overseeing the work of my Department, the Community and Children's Services and Barbican Residential Committees are requested to review and endorse the proposals put forward. These proposals have been discussed with the Chairmen, prior to submission to the Policy and Resources Committee in September.
- The Community and Children's Services Committee should review the proposals with the exception of those relating to the Barbican Estate and the Barbican Estate proposals should be reviewed by the Barbican Residential Committee.
- The proposals are summarised in the table below with an outline of each proposal set out in Appendix 1.

Service Based Review - Community & Children's Services and Barbican Residential Committee Budget Reduction Proposals					
	C'ttee	2015/16 £'000	2016/17 £'000	2017/18 £'000	Total £'000
Straightforward					
Repairs and Maintenance - Leisure Centre	CCS	10			10
Housing Service Strategy and Support running costs	CCS	12			12
Barbican recharges - office accommodation	BRC	10			10
Contingency budget for volatile and demand led social care	CCS	100			100
Commissioning - public health contracts	CCS	75			75
Catering contract transfer	CCS	20			20
Funding - to place 2 year olds in private sector	CCS	20			20
Admin - Housing Benefit	CCS		10		10
Income from Fusion Lifestyle	CCS		45		45
External Early Years	CCS		48		48
Income from Barbican Baggage Store	BRC			30	30
Sub-total		247	103	30	380
More Challenging					
Graduate leader and access to childcare training	CCS	40			40
Commissioning - Youth Service	CCS	60			60
Every Child a Talker - 25% reduction	CCS	10			10
Golden Lane Children's Centre	CCS	50			50
Foster placement costs	CCS			40	40
Commissioning - Better Care Funding	CCS			100	100
Barbican car parking	BRC			124	124
Staffing - Housing Benefit	BRC			40	40
Sub-total		160	0	304	464
TOTAL		407	103	334	844

10. With regard to the eight more challenging options in the table above, the following explanations were provided to the Policy and Resources Committee:

i. Graduate leader access to childcare training - £40,000 2015/16

Currently separate training budgets are held to fund qualification training for practitioners in early years settings in order to meet government requirements for graduate level managers. Any potential future costs can be subsumed in the general training budget.

ii. Commissioning Youth Service - £60,000 2015/16

When the Youth Service was externally tendered in 2012/13 savings of over £200K were made. Rather than make all the savings immediately, a contingency of £60K was retained to be made available if it became clear that more than the originally specified services were required. However, after 18 months of successful operation, Officers are confident that the contingency is no longer required.

iii. Reduce 'Every Child a Talker' provision by 25% - £10,000 2015/16

This fund is designed to support children in early years settings whose verbal skills may not be advanced enough to easily move on to a primary school. The quality of our early years settings has meant that provision has been underspent regularly over the last few years

iv. Reduce reserved places at Golden Lane Children's Centre for children under the age of 2 - £50,000 2015/16

Income generated through the filling of these places makes it possible to reduce the funding set aside for this purpose.

v. Reduction in fostering costs - £40,000 2017/18

Reduce costs by negotiating reduction in foster placement costs and moving young people over 18 to semi-independent accommodation.

vi. Better Care Fund recommissioning - £100,000 2017/18

Working with LB Hackney and the Clinical Commissioning Group there may be more effective commissioning of Better Care Fund services which could allow transfer of funding from current City Fund expenditure.

vii. Housing Benefit staffing - £40,000 2017/18

The City of London Corporation currently subsidises this service so if it transferred away from local government (as planned in current legislation)

there will be savings. However, planned government changes may not take place or may be further delayed.

viii. Barbican Car Parking - £124,000 2017/18

There are opportunities to increase income for the car parks by further commercial lettings.

Staff Suggestions

11. During the Service Based Review process, staff were invited to submit suggestions for cost reduction and income generation. Four suggestions were made, asking us to consider contracting out the management of the Barbican Estate; review the services provided by Toynbee Hall; advertise the guest flats at Golden Lane and Middlesex Street at a market rent, and introduce an online way of managing car parking and storage space on housing estates.
12. We responded that there were many reasons, which went beyond our Department why the management of the Estate and its occupants was being retained; that the services being provided by Toynbee Hall were being reviewed in a competitive tender in 2015/16; and that we would explore the suggestion of advertising the guest flats at a market rate and introducing online management of car parking on housing estates, but could not be certain of making savings through these proposals at this stage.

Workforce Implications

13. The staffing implications of these proposals will be considered in conjunction with Corporate HR in accordance with the relevant HR procedures. Any required consultation and communication with staff will be included in the implementation plan.
14. Whilst we do not anticipate any reductions in FTE as a result of these proposals there will be some reorganisation to structure and required job roles.

Equalities Impact Assessment

15. Under the Equality Act 2010, all public bodies have a duty to ensure that when exercising their functions, due regard is given to the need to:
 - eliminate unlawful discrimination, harassment and victimisation, and other conduct prohibited by the 2010 Act;
 - advance equality of opportunity between people who share a protected characteristic and those who do not; and
 - foster good relations between people who share a protected characteristic and those who do not.
16. In advancing equality of opportunity public bodies also need to have due regard to the need to:

- remove or minimise disadvantages suffered by people due to their protected characteristics;
 - take steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people; and
 - encourage people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low.
17. Throughout the planning and implementation of these proposals we will reflect on how these proposals might affect people with protected characteristics (i.e. age, disability, gender transition, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sex orientation).
18. A full Equalities Impact Assessment will be undertaken as each proposal is fully scoped to ensure the agreed proposals do not discriminate against any social group and also promote equality wherever possible.

Next Steps

19. Following the decisions of the Community and Children's Services and Barbican Residential Committees on the proposals, the concurrence of the Resource Allocation Sub Committee will need to be sought to any suggested amendments.
20. Agreed proposals will be included in the 2015/16 Service Committee budgets to be submitted this autumn/winter.
21. Implementation plans will be developed by the Community and Children's Services Departmental Leadership Team.

Ade Adetosoye

Director of Community and Children's Services

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Appendix 1

Straight forward expenditure savings CCS

Reduce leisure centre repairs budget £10,000

The current contract has been running for three years and the level of funding required has been continually under budget

Reduce Housing Service Strategy and Support costs £12,000

The appointment of a Policy Development Manager has reduced the need for one-off pieces of consultancy work in this area

Reduce Director's contingency budget £100,000

The budget covers for fluctuations in social care demand but is no longer required at the current level

Recommission services through Public Health budgets £75,000

Services such as Sports Development and Portsoken Health and Community Centre management can be met partially from Public Health budgets rather than fully from City Fund

Transfer of catering contract to Sir John Cass School £20,000

Contingency budget no longer required

Remove funding available to place 2 year olds in private sector £20,000

There has been no requirement to place eligible 2 year olds in the private sector for some time as there are sufficient other places available.

Reduce Housing Benefit costs through new ways of working £10,000

Peaks in demand will be managed without recourse to funding additional temporary staff

Reduce financial support to external early years settings £48,000

Presently this funding supports the delivery of the Early Years Foundation Stage but all settings in the City are already judged Good or Outstanding so less support has been requested

Straight forward expenditure savings - BRC

<u>Increase charges for office accommodation</u>	£10,000
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Reductions in the space occupied by the Barbican Estate Office will lead to a reduced rent

Straight forward income generation - CCS

<u>Increased income from Fusion through profit share</u>	£45,000
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Usage of Golden Lane Sport and Fitness continues to increase. The centre will generate a profit share for the first time this year and this is anticipated to increase to this level by 2016/17

Straight forward income generation - BRC

<u>Increased baggage store capacity</u>	£30,000
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Demand for baggage stores still exceeds supply so increasing capacity will further increase income

More challenging expenditure savings CCS (see main report for description)

Graduate leader access to childcare training	£40,000
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Commissioning Youth Service	£60,000
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Reduce 'Every Child a Talker' provision	£10,000
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Reduce reserved places at Golden Lane Children's Centre	£50,000
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Reduction in fostering costs	£40,000
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Better Care Fund recommissioning	£100,000
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Housing Benefit staffing	£40,000
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More challenging income generation - BRC

Barbican car parks	£124,000
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Appendix 2

More challenging savings/income generation withdrawn following Policy and Resources Committee Decision

Reduce funding for Community Alarm scheme £15,000

Funding has been more than sufficient to meet demand but demand is expected to increase in future

Reduce staff costs in Supporting People Team £12,000

Peaks in demand will be managed without recourse to funding additional temporary staff.

Reduce staff costs in Occupational Therapy £20,000

Peaks in demand will be managed without recourse to funding additional staff.

Remove early intervention social work post £45,000

Share the responsibility for early intervention amongst remaining social work staff.

Reduce Barbican staff costs £60,000

Reorganisation of current team.

Reduce Barbican maintenance costs £40,000

Reduction in maintenance tasks in common areas.

Reduction in Housing Grants to external organisations £10,000

Grants to externally provided services from Providence Row and Guinness Trust.

Cease the small grants scheme £20,000

Use other budgets to fund community support initiatives.

Reduce contribution to Operation Poncho £16,000

Street cleansing no longer part of the programme.

Reduce 'Every Child a Talker' provision by further 25% £10,000

Committees:	Dates:	Item no.
Barbican Estate – Residents Consultation Committee (RCC) Barbican Residential Committee(BRC) Projects Sub	24/11/2014 08/12/2014 21/01/2015	
Subject: Communal repairs and redecorations programme for the Barbican Estate	Gateway 3/4 Options Appraisal	Public
Report of: Director of Community & Children's Services		For Information – RCC For Decision – BRC/Projects Sub

Summary

Project Status	Green
Time Line	Overall programme: Undertake programming exercise – November 2014 Gateway 3/4 Options Appraisal – December 2014/January 2015 Procurement of contractor – complete March 2015 Schedule works in accordance with programme – through 2015/6 – 2017/18; with the potential to extend to 2019/20.
Programme status	Pending Approval of Gateway 3/4 – Options Appraisal
Latest estimated cost of works	Up to £1.5m (if a 3-5 year programme approved)
Expenditure to date	N/A.

Progress to Date:

No expenditure has been incurred. An outline programming exercise has been carried out to map out the necessary redecoration works to each block for the next 5 years. Please see Appendix 1 detailing the planned programme.

Overview of options:

There are two options. Option 1 is proceeding with the previous approach of procuring on an annual basis; this approach has been effective. Option 2 is to build upon the previous approach by procuring for a 3-5 year programme of works. Option 2 is recommended.

Procurement Approach:

The procurement approach will be similar for either 1-year or 3-5-year programme. The tenders will be advertised on the London Portal.

Current Estimate of Costs:

Description	Option 1: annual one-off procurement	Option 2: 3-5 year programme
Works Costs (range as works)	£300,000 - £400,000	£1.2 - £1.5m

required vary per year)		
Fees & Staff Costs	£37,500 - £50,000	£150,000 - £ 187,500
Total	£337,500 - £450,000	£1,350,000 - £1,687,500
Funding Strategy		
Source	City Fund	City Fund

Recommendations

- Approval is given to go out to tender to seek a contractor to undertake the redecoration work, including enabling repairs, for a 3-5 year programme.
- Approval of the estimated budget of up to £1,687,500.

Options Appraisal Matrix

See attached.

Contact

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Options Appraisal Matrix

	<i>Option 1 – annual requirement</i>	<i>Option 2 – 3-5 year programme</i>
1. Brief description	This project will address the cyclical redecoration of internal and external areas of the predominantly residential aspects of the Barbican Estate. Under this option, the works will be carried out on an annual basis.	This project will address the cyclical redecoration of internal and external areas of the predominantly residential aspects of the Barbican Estate. Under this option, the works will be carried out on a 3-5 year programme.
2. Scope and exclusions	The project applies to the Barbican Residential Estate. Blocks will be addressed through annual projects. Exclusions – all other City assets.	The programme applies to the Barbican Residential Estate, multiple blocks will be included as part of a 3-5-year programme. Exclusions – all other City assets.
Project Planning		
<div>Page 92</div> Programme and key dates	Overall programme: Gateway 3/4 Options Appraisal – December 2014/January 2015 Procurement of contractor – complete March 2015 Works - April 2015 to March 2016. Key dates: Contract to commence in April 2015. Other works dates to coordinate: The project will have regard to other projects on the Barbican Estate.	Overall programme: Undertake programming exercise – November 2014 Gateway 3/4 Options Appraisal – December 2014/January 2015 Procurement of contractor – complete March 2015 Schedule works in accordance with programme – through 2015/6 – 2017/18 with the potential to extend to 2019/20. Key dates: Contract to commence in April 2015. Other works dates to coordinate: The project will have regard to other projects on the Barbican Estate.
4. Risk implications	Overall project risk: Green The works are required as the City has a duty to preserve these assets, the costs per annum are relatively low.	
5. Benefits and disbenefits	Disbenefits: This option will offer a higher-cost option, caused by procuring annually for the requirements.	Benefits: This option will offer a lower-cost option, caused by procuring a longer-term contract. By advertising a contract which includes multiple blocks over a greater

	<i>Option 1 – annual requirement</i>	<i>Option 2 – 3-5 year programme</i>
		number of years, rather than one or two on an annual basis, a contractor has greater certainty. This enables them to offer lower costs for both works and supplies, as the contractor can hire staff and procure supplies with greater confidence.
6. Stakeholders and consultees	Residents, including leaseholders through Section 20 where they stand to incur service charges. Departments of City Surveyor's, Comptroller and City Solicitor, Town Clerks and Chamberlain's (including CLPS).	
<i>Resource Implications</i>		
7. Total Estimated cost	£300,000 - £400,000 (works costs)	£1.2 - £1.5m (works costs)
8. Funding strategy	The project is funded by the City Fund, the majority (circa 95%) of the cost is recoverable by way of service charges from leaseholders, the remainder (circa 5%) is funded from ongoing annual Barbican Residential local risk revenue budgets.	
9. Estimated capital value/return	N/A.	
10. Ongoing revenue implications	There will be annual one-off costs relating to individual blocks that are decorated each year.	There will be annual costs relating to the 3-5 year programme. The costs will be known in advance aiding financial planning.
11. Investment appraisal	N/A.	
12. Affordability	The works have been factored into the Asset Management plans for the Barbican Estate.	The works have been factored into the Asset Management plans for the Barbican Estate, the programmed approach is considered more cost-effective.
13. Procurement	The opportunity will be advertised on the London	The opportunity will be advertised on the London Portal. Tenderers will be asked to submit a price for the next 3

	<i>Option 1 – annual requirement</i>	<i>Option 2 – 3-5 year programme</i>
strategy	Portal, seeking a 1-year contract.	years of identified works, and made aware of the potential of extending for a further 2 years subject to condition surveys. The contractor will be made aware of the potential variations within the contract. A schedule of rates will also be built into the contract to address any reactive items that are identified during the contract period.
	For both options, where practicable and under advice from CLPS, synergy with and potential efficiencies from other Corporation maintenance requirements/contracts will be explored. The Department of Community and Children's Services will hold discussions with other departments, e.g. the Barbican Centre where there is shared maintenance responsibility in certain areas.	
14. Legal implications	Maintaining the assets in a compliant way discharges the City's legal and statutory obligations.	
15. Corporate property implications	It is important that the City's assets remain in good, safe and statutory compliant condition. Therefore all necessary action should be taken to ensure that assets are kept as such throughout the assets' lifetime.	
16. Traffic implications	This would be discussed and agreed with appointed contractors where the works have any impact on roads/highways, this does not apply to the majority of the Barbican Estate.	
17. Sustainability and energy implications	The finishes will be specified to be of high quality and as durable as possible, ensuring the cycle of required redecorations is not disrupted by early failure of materials.	
18. IS implications	N/A.	
19. Equality Impact Assessment	N/A.	
20. <u>Recommendation</u>	Not recommended	Recommended
21. Next Gateway	Gateway 5 - Authority to Start Work	Gateway 5 - Authority to Start Work

	<i>Option 1 – annual requirement</i>	<i>Option 2 – 3-5 year programme</i>
22. Resource requirements to reach next Gateway	<p>£3,000 in consultancy costs to complete specification.</p> <p>£1,000 in staff costs to undertake procurement.</p> <p>Funding source: the City Fund, proportions as outlined in the Funding Strategy (Box 8).</p>	<p>£6,000 in consultancy costs to complete specifications.</p> <p>£2,000 in staff costs to undertake procurement.</p> <p>Funding source: the City Fund, proportions as outlined in the Funding Strategy (Box 8).</p>

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Appendix 1 – additional information

Report: Communal Repairs and Redecorations Programme for the Barbican Estate

Blocks planned for the next 5 financial years

2015/16

Lauderdale Tower External
Shakespeare Tower External

2016/17

Andrewes House External
Bryer Court Internal
Defoe House External
Gilbert House External
John Trundle Court Internal
Speed House External

2017/18

Brandon Mews External
Bunyan Court Internal
Cromwell Tower Internal
Speed House Internal
Willoughby House External

2018/19

Gilbert House Internal
Mountjoy House External
The Postern External
Thomas More House External
Willoughby House Internal

2019/20

Defoe House Internal
Lambert Jones Mews External
Seddon House External

Condition Surveys

The above programme is subject to Condition Surveys. Condition Surveys have already been completed for 7 of the 8 blocks planned to be re-decorated in 2015/16 and 2016/17, the surveys have informed the need for the works in these years. Beyond those two financial years, the programme is based upon the history of when the works were last completed and when they would be expected to be required, in accordance with the usual cycles of 7 years for external decoration and 10 years for internal decoration. Condition Surveys will be completed for these planned works in due course, to ensure they should be completed in these years.

Contractors bidding for the contract will be advised that the works outlined and the year in which they are to be completed may vary subject to these condition surveys.

3-5 year contract

The City of London Procurement Service (CLPS) state there is no optimum time to go to market to procure a longer term contract for redecoration work.

We are confident that there will be sufficient appetite from contractors to secure a contract of this nature.

The costs for the 3-5 year contract will be based on 2014/15 prices. The contract will include an allowance for increases in future years based on the Retail Price Index or other similar index. This will remove any risk the contractor may apply through the uncertainty of future inflation. A similar approach has been adopted with the recent lift servicing contract.

Once the procurement process has been completed, we will return to RCC and BRC and provide an update.

Corporate Social Responsibility (CSR)

It is a requirement of the tendering process that 10% of the quality score is allocated for the meeting of CSR requirements. The intention with this contract is to support apprenticeships from the local area. The benefit of a longer-term contract is that apprentices can be given a greater amount of experience and will hopefully achieve recognised qualifications during the period of the contract.

Savings

There are both cost and time benefits to procuring a longer-term contract. At present, the procurement and contract letting are carried out annually, and on occasion twice a year, to complete the works to the relevant blocks. This has a significant impact on the resources within the department. Carrying out one structured procurement process and contract letting process will save valuable time and resource within both the BEO and the Chamberlain's and Comptroller and City Solicitor's departments.

Section 20 Consultation

The works at all blocks will be subject to the usual Section 20 pre and post-tender consultation processes. The post-tender consultation letter will set out the tenders received and an analysis of the value of each one.

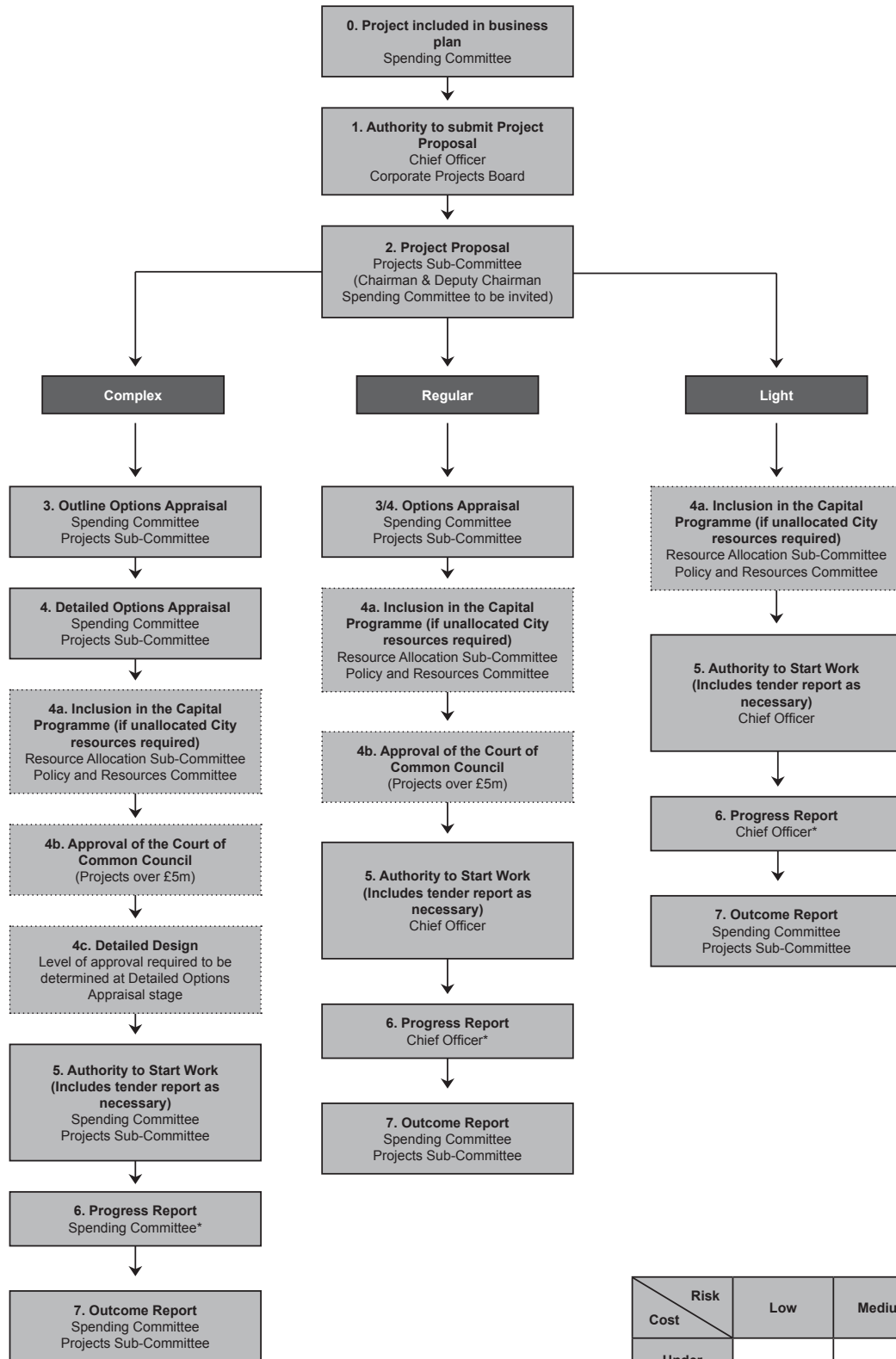
Gateway Approval Process

The procedure applies to projects that result in tangible, physical deliverables (including IS projects) in the following categories.

Capital and Supplementary Revenue projects (including those within agreed strategies) >£50k

Routine Revenue projects >£250k

Capital and Supplementary Revenue projects delivered with ringfenced funds >£250k



* Projects Sub Committee regularly reviews the whole programme of projects

Risk / Cost	Risk		
	Low	Medium	High
Under £250k	Light	Light	Regular
£250k - £5m	Regular	Regular	Complex
Over £5m	Regular	Complex	Complex

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Committees:	Dates:	Item no.
Barbican Estate Residents Consultation Committee (RCC) Barbican Residential Committee(BRC) Community and Children's Services Committee (CCS) Projects Sub	24/11/2014 08/12/2014 12/12/2014 21/01/2014	
Subject: Water System Testing and Associated Safety Works at the Barbican and the HRA Estates	Gateway 3/4 Options Appraisal	Public
Report of: Director of Community & Children's Services		For Information – RCC For Decision – BRC, CCS and Projects Sub

Summary

Project Status	Green
Time Line	Overall programme: 5 year programme - 2015/16 – 2019/20 Key dates: Procurement for assessment/testing contractor– completed March 2015. First works commence – April 2015. Programme works in for following 5 years – April 2015-March 2020.
Programme status	Pending Approval of Gateway 3/4 – Options Appraisal
Latest estimated cost of works	£2-2.5m (should a 3-5 year works programme be approved)
Expenditure to date	N/A.

Progress to Date:

No expenditure has been incurred. An initial planning exercise has been carried out to map out the necessary procurement process. No change to previous gateway.

Overview of options:

There are two options. Option 1 is proceeding with the existing approach of procuring the required tests on an annual basis; this approach has been effective to date. Option 2 is to build upon the previous approach by procuring for a longer term contract of 3-5 years for testing and minor works, with an associated programme of major works. Option 2 is recommended.

Procurement Approach:

The procurement approach will be similar for either a 1-year or 3-5-year programme. The tenders will be advertised on the London Portal. In addition, should the 3-5 year programme be approved, following the first round of testing, major works will be identified and a contractor procured to address the works.

Current Estimate of Costs:

Description	Option 1: annual one-off testing exercise	Option 2: 3-5 year programme (inc. major works)
Works Costs	£110,000	£2-2.5m (Includes circa £100,000 p.a. for 5 years for testing)
Fees & Staff Costs	£13,750	£250,000 - £312,500
Total	£123,750	£2,250,000 - £2,812,500
Funding Strategy		
Source	HRA/City Fund	HRA/City Fund

Recommendations

- Approval is given to go out to tender to seek a contractor to undertake the 3-5 year programme of testing and minor works.
- Approval is given to build a programme of works based upon the testing outcomes.
- Approval of up to £2.5m to fund these two aspects.

Options Appraisal Matrix

See attached.

Contact

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Options Appraisal Matrix

	<i>Option 1 - reactive</i>	<i>Option 2 – planned programme inc. major works</i>
1. Brief description	Assess and test the assets on an annual basis, in accordance with statutory requirement, undertaking repair works in a reactive fashion.	Undertake a programme of assessments and testing, in accordance with statutory requirement, building a schedule of planned major works. Complete the works on a hierarchical basis starting with the equipment that poses the highest risk.
2. Scope and exclusions	<p>Scope: The project applies to residential accommodation at the Barbican Estate and all the HRA Estates (Avondale Square, Dron House, Golden Lane, Holloway, Middlesex Street, Southwark, Sydenham Hill, York Way, William Blake, Windsor House).</p> <p>Exclusions: internal equipment e.g. shower heads and taps within flats which are the responsibility of the resident.</p>	
<i>Project Planning</i>		
<div>Page 104</div> Programme and key dates	<p>Overall programme: annual rolling.</p> <p>Key dates: Procurement for assessment/testing contractor– completed March 2015. Testing commences – April 2015. Testing completes – March 2016</p> <p>Other works dates to coordinate: The programme will have regard to other projects that affect the estates.</p>	<p>Overall programme: 5 years - 2015/16-2019/20</p> <p>Key dates: Procurement for assessment/testing contractor– completed March 2015. First testing commences – April 2015. 5 year works programme April 2015 – March 2020.</p> <p>Other works dates to coordinate: The programme will have regard to other projects that affect the estates.</p>
4. Risk implications	<p>Overall project risk: Green</p> <p>Health and Safety of residents and staff is compromised if assessments, testing and any associated works are not carried out in a timely fashion. However, under both options, statutory compliance is achieved.</p>	
5. Benefits and disbenefits	<p>Benefits:</p> <ul style="list-style-type: none"> Statutory compliance is achieved. <p>Disbenefits:</p>	<p>Benefits:</p> <ul style="list-style-type: none"> Statutory compliance is achieved. Lower cost by procuring a longer-term contract. High risk aspects of the systems are programmed

	Option 1 - reactive	Option 2 – planned programme inc. major works
	<ul style="list-style-type: none"> Higher cost by operating annually. High risk aspects of the systems are not programmed for removal, continuing to require the management of these risks and incur testing costs. 	for removal, reducing both future risks and testing costs.
6. Stakeholders and consultees	Residents, including leaseholders through Section 20 where they stand to incur service charges. Departments of City Surveyor's, Comptroller and City Solicitor, Town Clerks and Chamberlain's (including CLPS).	
Resource Implications		
7. Total Estimated cost	Annual amount for testing (please note, this does not include any works costs): £50,000 - £60,000 on the Barbican Estate. £60,000 - £70,000 on the HRA Estates.	£2 - £2.5m The early estimate is that the works cost split will be 60% Barbican Residential Estate and 40% HRA estates; however this is subject to confirmation as the detail of the works programme is developed through the testing.
8. Funding strategy	<p>The HRA estates: The project is funded by the Housing Revenue Account (HRA), which includes service charge recovery from leaseholders. The amount by estate varies dependent upon proportions of leaseholders.</p> <p>The Barbican Residential Estate: The project is funded by the City Fund, the majority (circa 95%) of the cost is recoverable by way of service charges from leaseholders, the remainder (circa 5%) is funded from ongoing annual Barbican Residential local risk revenue budgets.</p>	
9. Estimated capital value/return	N/A.	
10. Ongoing revenue implications	Ongoing revenue implications will remain unchanged, with assessments, testing and reactive works completed on an annual basis.	Ongoing revenue implications will be reduced as the higher risk systems are subject to major works which will lower the outstanding risk, and therefore lower the required amount of testing/monitoring.

	<i>Option 1 - reactive</i>	<i>Option 2 – planned programme inc. major works</i>
11. Investment appraisal	N/A.	
12. Affordability	The works have been factored into the Asset Management plans for the Barbican Estate.	The works have been factored into the Asset Management plans for the Barbican Estate; this programmed approach is considered more cost-effective.
13. Procurement strategy	Tenderers will be asked to submit costing for initial assessments and testing for a one year contract, and a schedule of rates for a list of standard works where these works are required to be carried out immediately.	Tenderers will be asked to submit costing for initial assessments and testing for a three year contract, and a schedule of rates for a list of standard works where these works are required to be carried out immediately. Tenderers will also make recommendations, dependent upon the outcomes of the assessments and testing, for further works – the full works requirements will be in the scope of procurement.
14. Legal implications	Water systems that include tanks or areas that are not regularly flushed with running water pose a risk of harbouring bacteria. There could be legal consequences where failure to monitor and maintain equipment has caused exposure to bacteria and led to illness.	
15. Corporate property implications	It is important that the City's assets remain in good, safe and statutory compliant condition. Therefore all necessary action should be taken to ensure that assets are kept as such throughout the assets' lifetime.	
16. Traffic implications	N/A.	
17. Sustainability and energy implications	Should pipework be replaced or re-configured this may improve water flow rates with a marginal reduction in pumping requirements and therefore energy. However, the work may also involve tasks such as adjusting settings on hot water equipment to achieve higher temperatures for safe storage. A consequence may be higher energy usage.	
18. IS implications	N/A.	
19. Equality Impact	N/A.	

	<i>Option 1 - reactive</i>	<i>Option 2 – planned programme inc. major works</i>
Assessment		
20. <u>Recommendation</u>	Not recommended	Recommended
21. Next Gateway	Gateway 5 - Authority to Start Work	Gateway 5 - Authority to Start Work
22. Resource requirements to reach next Gateway	£2,000 staff costs. Funding source: the HRA and the City Fund, proportions as outlined in the Funding Strategy (Boxes 7&8).	£8,000 staff costs. Funding source: the HRA and the City Fund, proportions as outlined in the Funding Strategy (Boxes 7&8).

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Appendix 1 – Additional Information

Report: Water System Testing and Associated Safety Works at the Barbican and HRA Estates

Minor Works

The works that may be carried out at the point of testing will be minor in nature, and the costs will be in accordance with a schedule of rates which forms part of the contract. Whilst there is some risk inherent with the same contractor identifying and completing these minor works, this will be mitigated by three factors; firstly, the professional integrity of contractors that undertake this essential safety work, secondly, 15-20% of the works will be assessed by one of our surveyors to confirm they were appropriately identified and completed and thirdly, where a contractor is required to return to complete minor items of work this would incur further costs.

Minor and Major works

Minor works would include items such as tank lid replacement, de-scaling of a tank or replacing a filter.

Major works are anticipated to be mainly the removal and replacement of cold water storage water tanks including associated pipework. Major works will be subject to a further tender process once the extent of the required works is established.

Testing Costs

The annual testing cost is currently largely static, as the requirements do not change however we expect lower costs to apply where a contractor has the certainty of a longer-term contract.

The costs for the 3-5 year contract will be based on 2014/15 prices. The contract will include an allowance for increases in future years based on the Retail Price Index or other similar index. This will remove any risk the contractor may apply through the uncertainty of future inflation. A similar approach has been adopted with the recent lift servicing contract.

Whilst the Barbican and HRA Estates will be subject to the same contract, the contractor will individually price each estate. They will price to accommodate their own operators travel costs and the technical variation of required access at each estate.

Costs of works

The estimate for the cost for the works aspect of the project has come from the records of previous testing outcomes and our surveyor's knowledge of the estate and the works that may be necessary. Testing will confirm the precise location and level of works required.

Our surveyors estimate is that a tank replacement would cost circa £13,000-15,000.

Section 20 Consultation

The works at all blocks will be subject to the statutory Section 20 pre and post-tender consultation processes. The post-tender consultation letter will set out the tenders received and an analysis of the value of each one.

Procurement

We are confident that there will be sufficient appetite from contractors to secure a contract of this nature.

Once the procurement process has been completed, we will return to RCC and BRC and provide an update on the outcomes.

Committee:	Date:
Residents' Consultation Committee Barbican Residential Committee	24 November 2014 08 December 2014
Subject: Car Parking and Baggage Store Charging Policy	Public
Report of: Director of Community and Children's Services	For Decision by Barbican Residential Committee

Summary

1. This report, which is for decision, seeks to extend the current charging policy for both car parking and baggage stores on the Estate for a further three years from March 2015 to March 2017.
2. Fees have been reviewed between 2009 and 2014 in relation to the Retail Price Index (RPI) published by the Office of National statistics in September.
3. It is proposed to extend the charging policy for both car parking and baggage stores for a further three years from March 2015 to March 2017 and to review the policy again in December 2017.
4. This report also includes an analysis of demand, utilisation, and income generation.

Recommendation

5. That all car parking and baggage store licence fees are to be subject to review from 25 March 2015 for the following year. The increase to be calculated by reference to the increase in RPI published by the Office for National Statistics between September 2013 and September 2014 to allow appropriate notice to be given to car park and baggage store users. The RPI published in September 2013 was 251.9 and in September 2014 it was 257.6. The RPI published in September 2014 showed a year on year increase of 2.3%.

6. The effect of this 2.3% increase from 25 March 2015 for Car Parking Licence fees is as follows:-
- annual residential car parking licences will increase from £1,183 to £1,210;
 - daily car parking charges will increase from £9.67 to £9.89;
 - annual commercial car parking licences will increase from £5,195 to £5,314 (including VAT);
 - commercial daily car parking charges will increase from £20 to £20.46 (including VAT);
 - annual residential motorcycle licences will increase from £221 to £226;
 - administration fees for new car bay licences will increase from £58 to £59;
 - annual fees for electrical mobility scooters will increase from £394 to £403;
 - annual fees for bicycle stores will increase from £83 to £85;
 - purchase price for a car bay on the estate will increase from £8,405 to £8,598;
7. The effect of this 2.3% increase from 25 March 2015 for Baggage Store Licence fees is as follows:-
- Standard stores will increase from £303 to £310;
 - Transportable stores will increase from £362 to £370;
 - Large stores will increase from £426 to £436;
 - Purchase price for standard baggage stores will increase from £6,500 to £6,650;
 - Purchase price for the large stores in Thomas More will increase from £10,000 to £10,230;
 - Transportable baggage stores are not available for purchase.
8. At current levels of occupancy these measures should increase Car Parking revenue for 2014/15 by an estimated £22,351 and Baggage Store revenue by an estimated £8,574.
9. That this process of reviewing the car parking and baggage store fees in relation to RPI is repeated in 2016 and 2017, with the Policy reviewed again in December 2017.

10. The key deposit for new baggage store lettings will increase from £150 to £160 with effect from 25 March 2015. It will be reviewed annually from December 2015 and will not necessarily be linked to the Retail Price Index.

Main Report

Background

11. In 2008 and 2011 the Barbican Residential Committee approved a 3 year Baggage Store Charging Policy.
12. In 2008 the Barbican Residential Committee approved a 2 year Car Parking Charging Policy, however in 2011 the Barbican Residential Committee approved an annual review of the car park charges due to the highlighted financial pressures on the Barbican Estate Car Parks and the City Fund.
13. The Barbican Residential Committee in 2013 resolved that the fees for car parking would be subject to an increase for that year; with the increase to be calculated by reference to the RPI published in September of the preceding year and that the next review should incorporate the Baggage Store Charging review as well.
14. The method of utilising the RPI as a basis for reviewing the car parking and baggage store charging policy has been accepted by residents and it proposed to extend this method of calculation for a further 3 years.

Car Park Charges

15. There are currently 1508 car bays within the Barbican Estate's car parks. The below table details the current car bay letting figures and by applying the published September 2014 RPI increase of 2.3%, the following car parking charges will apply.

Licence Type	Number of Users	Current Rate	New Rate
Residential Car Bay	691	£1,183	£1,210
Daily Car Parking	7,800	£9.67	£9.89
Commercial Car Bay - excludes other contracts (inc. VAT)	13	£5,195	£5,315
Residential Motorcycle Bay	22	£221	£226
Electrical Mobility Scooters	0	£394	£403
Bicycle Lockers	100	£83	£85

Purchased Car Bay	295	£8,405	£8,598
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Baggage Store Charges

16. There are currently 1208 Baggage Stores within the Barbican Estate. The below table details the current Baggage Store letting figures and by applying the published September 2014 RPI increase of 2.3%, the following Baggage Store charges will apply.

Licence Type	Number of Users	Current Rate	New Rate
Standard Baggage Store (approx. 18sq ft)	1026	£303	£310
Transportable Baggage Store (approx. 35sq ft)	109	£362	£370
Large Baggage Store (approx. 60sq ft)	52	£426	£436

Occupancy

17. The current car park occupancy is included in Appendix 1, with the overall occupancy at 69%.

18. The Residential car bays lettings has continued to decrease, since 2006, regardless of price change; as shown in Appendix 1.

19. The history of car parking charges from 2004 is included in Appendix 2.

20. The History and Forecast of the Barbican Estate Car Parking Bay usage is shown in Appendix 3.

21. The waiting list has been reduced over the years due to an additional 152 stores being provided since 2007.

Car Park and Baggage Store Account Financial Forecasts

22. The City of London Corporation's policy is to balance the objectives of providing well managed and secure facilities on the one hand whilst

seeking to fulfil its continuing obligation to obtain value for money in the use of City Fund resources. These increases have been included in preparing the Car Parking and Baggage Store budgets set out in the Revenue and Capital Budgets report included elsewhere within this agenda.

Income generation

23. The Car Park budget position has improved over the years with contracts maintained with Heron (paying service charges for 184 residential car bays) and Deutsche Bank (38 commercial bays).
24. The Barbican Estate Office has been able to progress with the recruitment of the Estate Concierge team returning to a full complement of permanent staff (28 in total) and having a 3 year policy ensures increases to secure the safety in keeping the concierge staff.
25. Following the successful infill Baggage Stores within Speed House, officers will continue to explore and develop commercial opportunities for the Barbican Estate, particularly for the unused car park areas. Any proposals will be subject to consultation and be presented to future Residents' Consultation Committee and Barbican Residential Committee meetings.

Financial Implications

26. At current levels of occupancy an increase of 2.3% in car bay licence fees from 25 March 2015 would result in an increase of income for 2015/16 by an estimated £22,351.
27. An increase of 2.3% in baggage store licence fees from 25 March 2015 would result in an increase of income for 2015/16 by an estimated £8,574 at current levels of occupancy.

Consultees

28. The Chamberlain and Comptroller & City Solicitor have been consulted in the preparation of this report.

Conclusion

29. The City has a duty to achieve a reasonable return from its assets having regard to market levels and any net surplus generated benefits the City Fund. I feel that the continuation of the current charging policy is a sensible way to proceed and to review it again in 2017.

Background Papers:

Car Park Strategy Stage One report 2009

Barbican Estate Car Park Efficiency Strategy Working Party report 2011

Car Park Charging Policy report 2013

Baggage Store Charging Policy report 2011

Revenue and Capital Budgets – Latest Approved Budget 2013/14 and Original Budget 2014/15.

Ade Adetosoye
Director of Community & Children's Services

Contact:

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Appendix 1

CAR PARK OCCUPANCY

AS AT NOVEMBER 2014

CAR PARK	ANDREWES	BRETON	BUNYAN	CROMWELL	DEFOE	SPEED	LAUDERDALE	THOMAS MORE	01 WILLOUGHBY	03 WILLOUGHBY	TOTALS	PREVIOUS TOTALS (Nov 2013)
SOLD	16	2	1	10	35	114	21	11	6	79	295	297
RESIDENTIAL	92	73	69	56	110	33	74	96	81	7	691	718
COMMERCIAL	1	39	4	0	0	0	0	0	6	1	51	54
VACANT	26	125	135	26	15	8	10	43	61	22	471	439
TOTALS	135	239	209	92	160	155	105	150	154	109	1508	1508

FORMER CAR BAYS	2	30	45	9	5	21	29	26	18	21	206
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Appendix 2

HISTORY AND FORECAST OF BARBICAN ESTATE CAR PARKING BAY USAGE NOVEMBER 2013

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Date	Residential Let Bays	Residential Let Bays +/-	Commercial Let Bays	Sold Bays	Total Usage	Total	Occupancy %	Comments	
Mar-04	843	-	19	123	985	1,769	55.7		
Apr-05	869	3%	11	125	1,005	1,769	56.8		
Jun-06	863	-1%	20	134	1,017	1,702	59.8	67 Car Parking Bays reduced due to Milton Court	
Dec-07	848	-2%	35	117	1,000	1,702	58.8		
Oct-08	820	-3%	46	169	1,035	1,538	67.3	Deutsche Bank started taking commercial bays. 164 Former Bays removed from system.	
Oct-09	777	-5%	65	121	963	1,497	64.3		
Oct-10	752	-3%	77	118	947	1,497	63.3	20 Additional Residential for Frobisher Crescent	
Oct-11	744	-1%	69	155	968	1,497	64.7		
Oct-12	737	-1%	89	153	979	1,508	64.9		
Nov-13	718	-3%	54	297	1,069	1,508	70.8	December 2012 - 38 Deutsche Bank commercial bays transferred from Speed - Breton car park (20 Surrendered) December 2012 – 19 City of London Police bays surrendered - Breton car park July/August 2013 - 184 sold bays Heron - 03 Willoughby (78 bays) and Speed (106 bays) car parks	
Nov-14	691	-4%	51	295	1,037	1,508	68.8		
Forecast	Nov-15	699	-1%	51	295	1,045	1,508	69.2	Anticipated approx. 15 Resident bays to Roman House – Andrewes car park
Forecast	Nov-16	709	1%	51	295	1,055	1,508	69.9	Anticipated approx. 17 Resident bays to RedRow for 2 Fann Street (old YMCA Tower) – Bunyan car park

Appendix 3

History of Barbican Estate charges from 2004 to Date	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Residential Car Parking Per Annum	£990	£990	£990	£990	£990	£1,038	£1,038	£1,070	£1,126	£1,155	£1,183
Commercial Car Parking Per Annum including VAT	£4,250	£4,250	£4,250	£4,250	£4,250	£4,460	£4,460	£4,700	£4,945	£5,073	£5,195
Temporary Car Parking	£8.00	£8.00	£8.00	£8.00	£8.00	£8.50	£8.50	£8.75	£9.20	£9.44	£9.67

Appendix 4

Baggage Stores

	Let	Sold	Allocated (In process)	Unlettable	Allocated to BEO	In Query	Vacant	Total	Average Void time in days
November 2013	1172	66	6	16	2	2	2	1266	19
November 2014	1187	67	11	2	6	5	2	1280	20

42 new infill units completed February 2014 within Speed House.

28 unlettable stores were removed due to flooding and leaking.

Void periods result from instances of prolonged handover, (such as key chases, lock changes, remedial repairs to stores, and delayed resident availability between the times of being offered a store and viewing it).

Waiting List

	Do not have a Store	Additional Store – (where resident already has access to a single store)	Additional Store (where resident already has access to more than 2 stores)	Total
November 2013	57	53	1	111
November 2014	24	54	1	79

Letters were sent to all residents on the waiting list to verify their contact details and to confirm if they wish to remain on it.

Average wait time for those currently on the waiting list is 10 Months without a store and 32 Months for those wanting an additional store – However a large majority of these are waiting for a specific store or location and this dramatically affects the average figures.

There has been a total 85 Surrenders over the last 12 months, averaging 7 a month

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Committee:	Date(s):
Residents' Consultation Committee	24 November 2014
Barbican Residential Committee	08 December 2014
Subject: Update Report	
Report of: Director of Community and Children's Services	Public
<p><u>Executive Summary</u></p> <p>Barbican Estate Office</p> <ol style="list-style-type: none"> 1. "You Said; We Did" Action List – see appendix 1 2. Agenda Plan <p>Property Services – see appendix 2</p> <ol style="list-style-type: none"> 3. Redecorations 4. Roof apportionments 5. Beech Gardens Podium Works 6. Asset Maintenance Plan 7. Public lift availability 8. Upgrade of the Barbican Television Network 9. Concrete Works 10. Background Underfloor Heating <p>City Surveyors Department – see appendix 3</p> <ol style="list-style-type: none"> 11. St Alphage House – renamed London Wall Place 12. Public Lifts 13. Frobisher Crescent 	

14.Conservation Works

15.City of London School for Girls – Gymnasium Extension

Recommendations that the contents of this report are noted.

Background

This report updates members on issues raised by the Residents’ Consultation Committee and the Barbican Residential Committee at their meetings in September 2014. This report also provides updates on other issues on the estate.

Barbican Estate Office Issues

1. “You Said; We Did” Action List

Appendix 1 includes issues raised by the RCC and BRC at their meetings in September and other outstanding issues.

2. Agenda Plan

The table below includes a list of pending committee reports:

Residents' Consultation Committee & Barbican Residential Committee - Agenda Plan 2015

Report Title	Officer	RCC Meeting Date	BRC Meeting Date
Update Report: <ul style="list-style-type: none"> • Agenda Plan 2015 • "You Said; We Did" • Property Services Update • City Surveyors Update 	Michael Bennett	2 March	16 March
Service Level Agreement Review	Michael Bennett		
Background Underfloor Heating	Mike Saunders		
Working Party Review – Minutes of Background Underfloor Heating Working Party	Mike Saunders		
Roof Apportionments for Breton & Ben Jonson House	Mike Saunders		
Garchey 5 Year Review	Mike Saunders		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Residential Rent Review (BRC Only)	Anne Mason		
Update Report: <ul style="list-style-type: none"> • Agenda Plan 2015 • "You Said; We Did" • Property Services Update • City Surveyors Update 	Michael Bennett	18 May	1 June
SLA Review	Michael Bennett		
Working Party Review – Minutes of Beech Gardens Future	Karen Tarbox		

Landscaping Working Party			
Working Party Review – Minutes of Beech Gardens Project Board	Karen Tarbox		
Working Party Review – Minutes of Gardens Advisory Group	Helen Davinson		
Working Party Review – Minutes of the Television System Working Party - TBC	Mike Saunders		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Update Report: <ul style="list-style-type: none"> • Agenda Plan 2015 • “You Said; We Did” • Property Services Update • City Surveyors Update 	Michael Bennett	7 Sept	14 Sept
SLA Review	Michael Bennett		
Automated Payment System for Temporary Car Parking Annual Review	Barry Ashton		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Annual Review of RTAs	Town Clerks		
2014/15 Revenue Outturn (Excluding the Residential Service Charge Account)	Anne Mason/Chamberlains		
2014/15 Revenue Outturn for the Residential Service Charge Account including Reconciliation between the closed accounts and amount to be charged to long leaseholders	Chamberlains		
Relationship of BRC Outturn Report to Service Charge Schedules – RCC Only	Anne Mason		

Update Report: <ul style="list-style-type: none"> • Agenda Plan 2015 • “You Said; We Did” • Property Services Update • City Surveyors Update 	Michael Bennett	30 Nov	14 Dec
SLA Review	Michael Bennett		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Service Charge Expenditure & Income Account - Latest Approved Budget 2015/16 & Original Budget 2016/17	Chamberlains		
Revenue & Capital Budgets - Latest Approved Budget 2015/16 and Original 2016/17 - Excluding dwellings service charge income & expenditure	Chamberlains		
Working Party Review – Minutes of Asset Maintenance Working Party	Mike Saunders		
Working Party Review – Minutes of Parcel Tracking System Working Party	Barry Ashton		
Car Park & Baggage Stores Charging Policy	Barry Ashton		

Background Papers:

Minutes of the Barbican Residential Committee 01 September 2014.
Minutes of Residents’ Consultation Committee 15 September 2014.

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“You Said; We Did” - Action List – October 2014

Actions from September 2014 RCC/BRC & other outstanding issues

Issue	Officer	Action Date
Customer Care		
Communications <ul style="list-style-type: none"> Working Parties - website - minutes of Barbican Occupiers User Group TBC by City Surveyors Formal Q&A Annual Residents meeting – BEO reviewing 	Michael Bennett	Ongoing
Revenue & Capital Budgets and Service Charge & Income Account Reports <ul style="list-style-type: none"> Costs – ‘City widened Line’ underground tunnel – additional electricity costs – for ongoing costs for changes made to the underground line – report to Finance committee 	Mark Jarvis	Ongoing
Revenue Outturn 2013/14 report <ul style="list-style-type: none"> Advertising and promotions – these were miscoded items 	Anne Mason	Completed
Allocating Underspends <ul style="list-style-type: none"> Process – at the beginning of the financial year the Department of Community & Children’s Services ask divisions to put forward prioritised projects for any potential underspends from the previous year. The BEO team will review any possible landlord charged projects, for example, car park works, podium works including planters, signage, tiling and put forward a prioritised list. The car park signage and emergency lighting was prioritised in 2014 following recent Fire Risk Assessments in those areas. 	Michael Bennett	Completed
Estate Services		
Heron Spaces in Willoughby/Speed Car Parks <ul style="list-style-type: none"> Security/timing, access, labelling of gate and doors – these works were completed in October 		Completed
Former Barbican/COL insignia affixed to the Estate next to Heron Residential Tower <ul style="list-style-type: none"> BEO liaising with City Surveyors & Legal regarding the replacement of the signage by Heron 	Michael Bennett	Ongoing
Andrewes Car Park Investigation of leaks into Andrewes car park <ul style="list-style-type: none"> A review of all leaks into all of the car parks is currently being undertaken 		Ongoing

Property Maintenance		
Service Charge cost increases for 2013/14 for exterior repairs – glazing and water penetration. Due to adverse weather conditions and the higher level of contact from residents related to water penetration the following was carried out: <ul style="list-style-type: none"> • exterior works to top floor balconies and roofs at Lauderdale/Shakespeare Towers and Thomas More/Andrewes House • lower level balcony repairs/investigative work • mastic work to windows at Bunyan Court/Ben Jonson House 	Mike Saunders	Completed
Open Spaces		
SLA Review <ul style="list-style-type: none"> • Drainage in Thomas More Garden – being reviewed by Property Services 	Helen Davinson	Ongoing
Department of Built Environment (DBE)		
Podium Tiling <ul style="list-style-type: none"> • An alternative stair edging has been agreed with Planning (using a grooved tile matching the original design that incorporates white finish material into the grooves) – tiles now on site work will begin imminently. • Plinth repairs along Ben Jonson Highwalk - Planning officers happy with permanent solution to tiles continually falling off. Work will begin as soon as specialist ordered tiles arrive on site (imminent) 	Helen Davinson Michael Bennett/Helen Davinson	Ongoing Ongoing
Contact: Michael Bennett, Barbican Estate Manager – 020 7029 3923 – barbican.estate@cityoflondon.gov.uk		

3. Redecorations

2014/15 Programme

The 2014/15 programme includes the following blocks:

- Ben Jonson House (External) 75% complete. Estimated completion 12th December 2014.
- Breton House (External) 85% complete. Estimated completion 12th December 2014.

Frobisher Crescent and Cromwell Tower are due to be tendered mid-November.

4. Roof Apportionments

BLOCK	CURRENT STATUS	Estimated Final Account Verification	Estimated Final Apportionments
Breton House	Draft final apportionment being completed before passing to Working Party	N/A	March 2015
Ben Jonson House	Draft final apportionment being completed before passing to Working Party	N/A	March 2015

5. Beech Gardens Podium Works (As at 3rd November 2014)

Work in progress

The main contractor, VolkerLaser Ltd is continuing with the works that commenced in November 2013 and completion is envisaged by February 2014. Listed building approval has now been obtained in relation to the finished colour of the lining to the pond beneath Bryer Court and resident members of the Project Board played an active role in this

process, as they subsequently did in the design of the replacement bridge for the pond.

VolkerLaser Ltd are presently working in most areas of the project site boundary, and has reopened various sections of the podium to the public, where both waterproofing and tiling have been completed.

Soft Landscaping

The alternative consultant, Professor Nigel Dunnett working in association with the Landscape Agency, was commissioned and prepared a concept design which was presented to the Landscaping Working Party and was then the subject of a resident consultation exercise. The final landscaping design has been commissioned and initial documentation has already been sent to Open Spaces for costing purposes. The specification for the replacement soil has been sent to VolkerLaser who will be responsible for overseeing its installation in conjunction with a water retention layer, as an extension of the waterproofing contract. Planting of the raised bed areas is anticipated to take place around March-April 2015.

6. Asset Maintenance Plan

A meeting with the Asset Management Working Party is due to take place in December 2014 to go through the 20 year programme and focus on the detailed 5 year programme.

7. Public Lift Availability

Availability of the public lifts under the control of Property Services is detailed below:

Lift	From April 2013 to March 2014	From April 2014 to September 2014
Turret (Thomas More)	99.16%	99.60%
Gilbert House	99.70%	100%

8. Upgrade of the Barbican Television Network

Fibre installation work has now commenced. A notice has gone out to all residents via the email broadcast and to individual flats detailing when blocks are likely to be connected: #

November - Shakespeare Tower, Lauderdale Tower, Frobisher Crescent, Cromwell Tower, Breton House, Ben Jonson House

December - Thomas More House, Defoe House, Seddon House, Mountjoy House, Lambert Jones Mews

January - Andrewes House, Speed House, Willoughby House, Gilbert House, Wallside, The Postern, Brandon Mews, Bunyan Court, John Trundle Court, Bryer Court

An upgrade of the existing TV system will take place in February 2015 giving residents the opportunity to subscribe to Sky+ (where they currently cannot do so)

Over 650 residents have registered their interest and now that installations are taking place we are expecting regular updates from VFM. These will be sent via the email broadcast and placed on noticeboards

9. Concrete Works

The intended programme reported to your last committee remains:

Financial year 2014/15

- Ben Johnson House
- Thomas More House
- Andrewes House

Financial year 2015/16

- Brandon Mews
- The Postern
- Speed House
- Defoe House
- Gilbert House
- Willoughby House
- Lambert Jones Mews
- Bryer Court

- Bunyan Court
- Seddon House
- John Trundle Court
- Frobisher Crescent

10. Background Underfloor Heating (As at 3rd November 2014)

Since your last meeting a new electricity supply contract for the underfloor heating has been let. The contract is on a 2 year fixed rate. Current meters have also been replaced with half hourly meters. This will enable our engineers to interrogate usage in much more detail and will assist with any future changes to the underfloor heating system

The Working Party has met to review the comments made by the City Solicitor on the options paper presented to your last committee. A number of questions arose from the comments and a meeting is due to take place between officers to go through the questions and revert back to the Working Party.

The options will be reviewed and a report will be taken to Barbican Residential Committee in March 2014 seeking authority to engage a consultant to develop the options.

City Surveyors Update

Officers from the City Surveyors Department have provided the following updates:

11. St Alphage House – Renamed London Wall Place

Brookfield Multiplex are making good progress with piling foundations for the new buildings. Basement construction, by concrete specialist sub-contractor Byrnes Brothers Ltd, will proceed on completion of the piling in November and will conclude in the spring of 2015. Completion of the new buildings anticipated in March 2017. More information is contained in Brookfield Multiplex monthly newsletter sent out to adjacent Barbican residents.

12. Six Public Lifts serving the Barbican Estate

Public Lift report for the period 01/08/2014 to 28/10/2014

** Percentage of lift/escalator in service calculation is the total number of hours during the report period (2136hrs) which is divided by the number of hours that the lift/escalator has been out of service*

Location And Age	Status	% of time in service between 01/08/2014 And 28/10/2014	Period of time Not in Use Between 01/08/2014 To 28/10/2014	Comments Where the service is 95% or less or by exception
Little Britain Modernised 2007	IN SERVICE	100%	0 Hours	No comment required
London Wall (No.1) Lift Eastern Pavilion 2003	IN SERVICE	95.4%	98 Hours	Engineer had travelled to site and released entrapped passengers. Unit was showing fault, the unit was reset but the engineer was unable to return lift to service. A follow up of the

Location And Age	Status	% of time in service between 01/08/2014 And 28/10/2014	Period of time Not in Use Between 01/08/2014 To 28/10/2014	Comments Where the service is 95% or less or by exception
				fault was then attended by a lift specialist, who established fault and returned back to service.
London Wall (No.1) Lift Western Pavilion 2003	IN SERVICE	99%	21 Hours	No comment required
London Wall (No.1) Western Pavilion Escalator (DOWN) 2003	IN SERVICE	61.7%	818 Hours	This unit was subject to a long period of downtime due to major works taking place throughout the August period. This is now operational and this unit continues to be monitored.
London Wall (No.1) Western Pavilion Escalator (UP) 2003	IN SERVICE	90.5%	202 Hours	A mixture of both misuse and reports of out of service was identified in this period in each occasion this resulted in the engineer resetting, running and testing the unit.
Moor House 2005	IN SERVICE	97%	64.5 Hours	Various faults reported;- access panel in shaft;

Location And Age	Status	% of time in service between 01/08/2014 And 28/10/2014	Period of time Not in Use Between 01/08/2014 To 28/10/2014	Comments Where the service is 95% or less or by exception
				broken lock monitoring micro switch; car push button which was due to misuse. All faults were attended to by engineer fixed and returned back to service
Moorgate Escalator (UP) 1973	IN SERVICE	95.0%	106 Hours	Engineer attended to fault on the handrail fault which was which was shredding; engineer replaced handrail chain and returned back to service. Engineer attended to fault which was due to user error as the escalator had been stopped by emergency stop device; the unit was reset, tested and left in service. A fault on it was established that the activation of the escalator emergency stop button was the

Location And Age	Status	% of time in service between 01/08/2014 And 28/10/2014	Period of time Not in Use Between 01/08/2014 To 28/10/2014	Comments Where the service is 95% or less or by exception
				common issue during this reporting period.
Wood Street Public Lift (Royex House) 2008	IN SERVICE	98.7%	28 Hours	Engineer attended site, fault was found and returned back to service. The period of breakdown was during the month of September.
Speed House	IN SERVICE	100%	0 Hours	No comment required

13.Frobisher Crescent

At a recent meeting with the developer UHL they agreed to produce all documentation in readiness for handover of the heating system. They have yet to deliver reports requested on the failed seal which occurred in February 2014 and a boiler shut down on 21 October 2014, which are required for the CSD in considering acceptance of the system.

14.Bastion 13, 12, 11A and adjacent Wall – Conservation Works

Bastion 13

The conservation of this bastion by Barber Surgeons' Hall was completed in July 2014.

The re-planting of the mound opposite the Hall was completed during 11-18 October 2014.

Bastions 12 & 11A

The conservation work on the two bastions by Barbican Lake is due to be completed on site on 7 November 2014.

The work was approved by English Heritage today (28th Oct); the conservators

have finished the lime mortar work but will continue to tend the mortar until next week.

The remaining scaffolding will be removed via St Giles Terrace starting on Monday 3rd Nov (approx. 3-4 days).

The site compound by Mountjoy House will be removed on Thursday 6th Nov via the Museum's parking lot and entrance off Aldersbrook St.

The CS anticipates to take handover on 6-7th Nov. Keys to the gates will be returned to BEO on the 7th (Friday).

Photos/ final recording of the completed work will be done during the following week(s) as required.

15.City of London School for Girls – Gymnasium Extension

The new structural floor has been installed. The new cladding to the pool is nearing completion. Services installations are ongoing internally and externally. Construction of the new plant enclosure and escape stairs and refuge will begin shortly. The works are due to be completed by the end of December 2014.

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Committee(s): Residents’ Consultation Committee Barbican Residential Committee	Date(s): 24 November 2014 08 December 2014	Item no.
Subject: Service Level Agreements Quarterly Review July – September 2014		
Report of: Director of Community and Children’s Services	Public	
<p>Executive Summary</p> <p>This report, which is for noting, updates Members on the review of the estate wide implementation of Service Level Agreements (SLAs) and Key Performance Measures (KPIs) for the quarter July to September 2014. This report details comments from the House Officers and the Resident Working Party and an ongoing action plan for each of the five SLAs.</p> <p>Recommendation</p> <p>That the Committee notes the work undertaken by the Barbican Estate Office and the Resident Working Party to monitor and review the implementation of SLAs and KPIs estate-wide and to identify and implement actions where appropriate, to improve services.</p>		

Background

1. This report covers the review of the quarter for July to September of the ninth year of the estate-wide implementation of the SLAs and KPIs with comments from the House Officers and the resident Working Party as well as an ongoing action plan for each of the service areas.

Current Position

2. All of the agreed six weekly block inspections have been completed in the quarter July to September.
3. House Officers, Resident Services Manager and the Barbican Estate Manager attended the recent SLA Working Party review meeting in October to review the SLAs and KPIs. Any new comments from the residents Working Party (Tim Macer, Chris Mounsey, Randall Anderson,

Jane Smith, David Graves, Robert Barker, Gianetta Corley), House Officers, surveys, House Group meetings and complaints are incorporated into the July to September comments.

4. Actions identified following each quarterly review have been implemented where appropriate and comments are included in the action plans in Appendices 1, 2, 3, 4 and 5. The KPIs are included in Appendix 6. The action plans monitor and show the progress made from each of the quarterly reviews together with all of the comments and responses/actions from the House Officers and resident working party. All of the unresolved issues from the previous quarterly reviews to June 2014 have been carried forward to this current quarterly review. The House Officers as residents' champions determine whether the issue has been dealt with and completed.
5. All of the resolved issues to June 2014 have been filed as completed by the House Officers in conjunction with the resident working party. Once comments are completed, they will be removed and filed.

Proposals

6. The Barbican Estate Office will continue to action and review the comments from the House Officers and Resident Working Parties related to the Customer Care, Supervision and Management, Estate Management, Property Maintenance, Major Works and Open Spaces SLAs.
7. The review of the SLAs and KPIs for the quarter October to December 2014 will take place in January 2015 and details of this review will be presented at the March 2015 committees.

Conclusion

8. The reviews will continue on a quarterly basis with the Resident SLA working party and actions will be identified and implemented where appropriate, to improve services.

Background Papers: Quarterly reports to committee from 2005.

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APPENDIX 1

SERVICE LEVEL AGREEMENT REVIEW- CUSTOMER CARE, SUPERVISION AND MANAGEMENT 2014

	<u>Quarter</u>	<u>LL/SC</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
156	April - June 2012	SC	House Officers sporadically receiving copies of complaint letters to PS.	BEO Manager attending PS weekly meetings which should improve communications but as the issue remains, further work needs to be done. PS responses to copy in the relevant HO. Processes being reviewed by PS.	
164	Apr - Jun 2013	SC	To review communication with off site long lessees (in terms of blockwide notices).	Currently being reviewed as part of the BEO Communications plan. Email address could also be used - recent mailshot of approx 600 off site long lessees has produced almost 200 more email addresses.	✓
168	Oct-Dec 2013	SC	PS are looking to use all the resident data to improve the service eg. sending water penetration letters to absentee landlords	Work is progressing with the data processing.	
172	Jan- Mar 2014	LL & SC	Changes to Barbican Estate Services team to include responsibility for commercial portfolio and common areas of the Estate.	For comment only.	✓
173	Jan- Mar 2014	LL & SC	HO role to also incorporate the Leasehold Services role eg lease enforcement, neighbour disputes, noise issues.	For comment only.	✓
174	Apr-June 2014	LL & SC	Resident's Survey sent out via Survey Monkey (paper copies on request)	For comment only.	✓
175	Apr-June 2014	LL & SC	Change of management structure for Housing will begin on Eddie Stevens retirement.	Senior management from PS team to attend next WP meeting in New Year.	
176	Jul-Sept 2014	LL & SC	New COL consultation protocol for schemes in & around the Barbican Estate completed and available to view on website.	For info.	✓
177	Jul-Sept 2014	SC	Comments from 2014 resident survey (common themes/trends) - question about how the residents feel about the estate itself, rather than the BEO performance	Residents survey questions reviewed each year.	✓
178	Jul-Sept 2014	LL & SC	HO also deal with issues which are not block related. Can it be confirmed that the time spent on these issues are charged to the correct category, LL or S/C, on the service charge bills?	Yes HO's time recording is allocated to s/c & LL depending on work issues	✓
179	Jul-Sept 2014	SC	How will the change on format of service charge bills be communicated to residents?	Being reviewed by Service Charge team	
180	Jul-Sept 2014	LL & SC	SLA WP commented on the improved results of the July-Sept KPIs - most are above target.	Comment only	✓
			Quarter - at the end of each quarter issues are raised by the House Officers and SLA Working Party which are then presented to service providers		
			Completed Actions - House Officers as residents' champions determine whether the issue has been dealt with and completed satisfactorily		
			SLA Service Level Agreement	LS Leasehold Services	
			CPA Car Park Attendant	DCCS Department of Children and Community Services	
			LP Lobby Porter	COG Core Operational Group	
			ES Estate Services	BOG Barbican Operational Group	
			BAC Barbican Arts Centre	ESM Estate Service Management	
			OS Open Spaces	DMT Departmental Management Team	
			WP Working Party	PS Property Services	
			GAG Gardens Advisory Group	LL/SC Landlord/Service Charge cost	
			HO House Officers		

APPENDIX 2

SERVICE LEVEL AGREEMENT REVIEW - ESTATE MANAGEMENT 2014

	<u>Quarter</u>	<u>LL/SC</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
144	Apr - Jun 13	LL	Following Resident Survey. Cleaning Manager reviewing podium cleaning levels/staffing at weekends	Cleaning Supervisors spot inspections at weekends highlight cleaning schedules not being maintained – follow ups demonstrate schedules back on track - weekend spot checks by Cleaning Supervisors to be standard procedure.	✓
159	Apr - Jun 14	LL	Reviewing Pay by Phone temporary car parking system with surveys to residents and staff	Over 200 responses to survey - report to Sep committee	✓
160	Jul - Sep 14	LL	Staff receiving requests for use of Bicycle Pumps - Can we provide?	Purchased one for every Car Park and is now part of their facilities for residents that they already have (other items include Car Charging equipment, tool kits etc)	✓
161	Jul - Sep 14	SC	Review demand for Baggage Stores & Bicycle Lockers	Letter to all residents on a waiting list do they still want to remain on it?	✓
Page 144	Jul - Sep 14	-	Can more Bicycle Racks be provided?	TfL providing BEO with £75k's worth of new bicycle storage facilities (bicycles hangers/bespoke secure enclosures) for 192 bicycles to be completed by the end of the financial year). Charged policy to be agreed. A survey was completed across all the CP's and projects to provide additional stands, replace stands in difficult to access areas and to also improve general storage in the form of secure enclosures. Also a bicycle amnesty has been initiated within the Andrewes and Bunyan CP's to remove old abandoned bicycles to make spaces available for others.	
	Jul - Sep 14	-	Electrical Vehicle Charging Points	BEO is liaising with TfL as they plan to install 25,000 charging points across London. The BEO has also liaised with the Dept. Built Environment, neighbouring developments and main car dealers regarding these charging points. A residents survey is to be carried out to ascertain demand in various parts of the Estate.	
	Jul - Sep 14	SC	Following resident complaint - repairs surrounding security/safety issues	Repairs surrounding security/safety issues to be prioritised. House Officer to check repairs have been carried out correctly	✓
165	Jul - Sep 14	LL	5 hour free temporary visitor car parking procedures reiterated to Estate Concierge	For comment	✓
166	Jul - Sep 14	LL	Car Park cleaning - noticeable improvements in KPIs	For comment	✓
167	Jul - Sep 14	SC	Communal window cleaning - are additional window cleaning options still available to House Groups?	Yes these options are still available via your HO.	✓
168	Jul - Sep 14	SC	As part of the tender for the window cleaning contract what will the proposed window cleaning frequency be.	Window cleaning frequency will be as current as laid out in the SLAs - 6 weekly for residential windows & doors, screens & glazing in communal areas and quarterly for abseiling areas.	✓

APPENDIX 3

SERVICE LEVEL AGREEMENT REVIEW - PROPERTY MAINTENANCE 2014

	<u>Quarter</u>	<u>LL/SC</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
145	Oct-Dec 2011	SC	Water penetration procedure - the letters to update residents on the cause of a leak seem to be being sent out sporadically. Letters not being sent out could lead to complaints and problems caused by residents making late insurance claims.	Reviewed and letters updated. Further monitoring following changes. A note is now added to the repairs system once a letter has been sent to a resident. This appears to have slipped again. PS to be reminded	
173	Jan - Mar 14	SC	Scaffolding - concerns have been raised with the method and construction of scaffolding on the estate. Are proper H/S practices being adhered to, is scaffolding being checked by PS? Scaffolding been put up/down causing noise disturbance.	PS has confirmed that appropriate health and safety issues being adhered to. Scaffolding noise related works passed to Project Manager.	✓
174	Jan-Mar 14	SC	Scaffolding - when contractors identify that scaffolding may be required to resolve a leak communication on this needs to be improved as it can often be a period of a number of months before the scaffolding is actually constructed for the work.	Currently working well during the external/internal Breton/Ben Jonson House redecoration project	
175	Apr-June 2014	SC	BEO to take a more proactive lead with regard to sending reminders for updates to Property Services about ongoing issues list. Suggest a weekly reminder.	Review with PS.	
176	Apr -June 2014	SC/LL	PS to update on revised drain clearance programme for the estate. Will this programme include more frequent checks of the expansion joints?	3 x blocks scheduled balcony & roof drain clearance programme commenced. Other blocks to follow on a planned maintenance programme	
177	July- Sept 2014	SC/LL	Ben Jonson House Podium drains - update to be provided by PS	Works to the podium drains in front of Ben Jonson House (south side) commenced in October. This involves new drainage channels to divert water to new downpipes & guide water to new gullies which exit via the car park. Car park drains also being checked. Outcomes of this work will be monitored by PS	
178	July- Sept 2014	LL	Out of hours Duty Managers liaising more effectively with Repairs Call Centre regarding leaks, so residents are informed about insurance details etc.	Review with PS.	
179	July- Sept 2014	SC/LL	Comments from 2014 resident survey (common themes/trends) - communication and follow up information to repairs and investigations could be improved.	Review with PS.	
180	July- Sept 2014	SC	Generators for power failures in the Towers - how often tested?		

APPENDIX 4 **SLA AGREEMENT REVIEW - MAJOR WORKS 2014**

	<u>Quarter</u>	<u>LL/SC</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
117	Jan-Mar 14	LL	Podium plinths Ben Jonson Place - the Dept. of the Built Environment, BEO and Planning Dept. are carrying out a joint exercise looking at a method for re-tiling these plinths so that the tiles remain stuck on which may involve a different design or shaped tile. Can broken tiles be removed from around the plinths.	Trial works commencing shortly, specification has been agreed. Hos to monitor broken tiles left around the plinths & arrange for them to be removed.	
118	Apr-June 2014	LL	Work to plinths/gravestones on St Giles' Terrace. Public using gravestones for outdoor fitness training.	Specialist contractor to complete conservation clean. BEO to fund - future ongoing maintenance to be agreed. Whilst works carried out BEO to liaise with CS regarding appropriate notices about public use of gravestones similar to notices around recent Roman Wall works.	
120	July -Sept 2014	SC	External redecoration for Breton, Ben Jonson commenced and going well.No major issues have been escalated to Project Board	Work is ongoing - any issues will be monitored.	
121	July -Sept 2014	SC	External/Internal redecoration work Frobisher Crescent - first stage consultation with residents completed. Painting specification being reviewed to incorporate 'non-standard' items, e.g. window shutters. Why are window shutters being decorated so soon after completion of building works.	Internal to commence approx Feb 2015. External redecoration to commence March/April 2015. House Group requested works to window shutters at their AGM. Internal SLA between BEO & Barbican Arts Centre requires both parties to liaise with each other when any works are to be carried out.	
123	July -Sept 2014	SC	Comments from 2014 resident survey (common themes/trends) - repainted surfaces on balcony rails started blistering quite quickly,suggesting they were not well prepared.		

APPENDIX 5

SERVICE LEVEL AGREEMENT REVIEW - OPEN SPACES 2014

	<u>Quarter</u>	<u>LL/SC</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
127	Jul - Sep 12	SC&LL	Various difficult to access areas (eg Thomas More Hanging Gardens, The Postern, Sculpture Court) - problems with safety equipment currently being reviewed.	Thomas More Hanging Gardens - quote from contractor. Listed Building Consent application rejected by Planning Department currently being reviewed again.	
140	Apr-June 14	BC	Frobisher Buttresses	Open Spaces to install mulch for feed	✓
141	Apr-June 14	SC&LL	Breton/Ben Jonson podium	Extra hand watering for summer months agreed - Interdepartmental Recharge to BAC	✓
142	Apr-June 14	SC&LL	Positive feedback about the allotment planters on Lauderdale Place looking very good	For comment	✓
143	Apr-June 14	SC	Positive feedback about Thomas More Lawn's appearance	For comment	✓
144	July-Sept 14	SC&LL	Ivy removed from garden bed at the east end of Ben Jonson Place. This was due to ivy damaging fabric of the building. Ivy also on Seddon Highwalk.	Open Spaces confirm there are plans for replanting. Plants from planters in St Giles's Terrace to be moved there and more plants will be ordered if need be. Root shrubs from original shrubs were maintained in the bed and these should regenerate.	
145	July-Sept 14	SC&LL	Comments from 2014 resident survey (common themes/trends) - would like much greater reduction in the size of trees in Thomas More Garden.	Passed to Open Spaces	
146	July-Sept 14	SC&LL	Comments from 2014 resident survey (common themes/trends) - timber planters with struggling laurel are not acceptable.	Planters reviewed annually and replaced subject to funding.	
147	July-Sept 14	SC	Weeds on steps leading up from above waterfall	Passed on to OS.	

Barbican KPIs 2014-15

Title of Indicator	Actual 2013/14	TARGET 2014/15	OCT - DEC 2103	JAN - MAR 2014		APR- JUN 2014	JULY- SEPT 2014	OCT - DEC 2104	JAN - MAR 2015	PROGRES S AGAINST TARGET	SUMMARY
Customer Care											
Answer all letters satisfactorily with a full reply within 10 working days	83%	100%	96%	96%		98%	98%			☹	1 letter out of 47 was over the allowed time
Answer all emails to public email addresses within 1 day and a full reply to requests for information within 10 days	96%	100%	89%	96%		100%	97%			☹	1 email out of 33 was over the allowed time
To resolve written complaints satisfactorily within 14 days	92%	100%	100%	100%		100%	100%			☺	1 complaint. Re: a car park invoice.
Repairs & Maintenance											
% 'Urgent' repairs (complete within 24 hours)	98%	95%	98%	98%		96%	100%			☺	
% 'Intermediate' repairs (complete within 3 working days)	96%	95%	98%	97%		98%	100%			☺	
% 'Non-urgent' repairs (complete within 5 working days)	96%	95%	98%	94%		95%	100%			☺	

[illegible]

[illegible]

To carry out variations/additional garden works (other than seasonal works and unless other timescale agreed) within 6 weeks (30 working days) of BEO approval	94%	80%	100%	100%		100%	100%			😊	
Major Works											
% Overall Resident satisfaction of completed Major Works Projects (£50k+)	96%	90%	95%	n/a		n/a	n/a			😊	

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Committee(s): Residents' Consultation Committee Barbican Residential Committee	Date(s): 24 November 2014 8 December 2014	Item no.
Subject: Progress of Sales & Lettings		
Report of: Director of Community and Children's Services	Public	
<p style="text-align: center;"><u>Executive Summary</u></p> <p>This report, which is for information, is to advise members of the sales and lettings that have been approved by officers since your last meeting. Approval is under delegated authority and in accordance with Standing Orders. The report also provides information on surrenders of tenancies received and the number of flat sales to date.</p> <p>Recommendation: That the report be noted.</p>		

Main Report

BACKGROUND

1. The acceptance of surrenders of tenancies and the sale and letting of flats are dealt with under delegated authority and in accordance with Standing Orders 77a and 77b.

SURRENDERS

2.

Case No	Type	Floor	Rent Per Annum	Tenancy commenced/ expired	Reason for Surrender	Date of Surrender
1	F1A	1st	£10,650	27/08/2013 26/08/2016	Moving away from London	31/10/2014

RIGHT TO BUY SALES

3.

	16 October 2014	12 August 2014
Sales Completed	1077	1076
Total Market Value	£92,676,908.01	£91,536,908.01
Total Discount	£29,333,664.26	£29,230,964.26
NET PRICE	£63,343,243.75	£62,305,943.75

OPEN MARKET SALES

4.

	16 October 2014	12 August 2014
Sales Completed	835	834
Market Value	£133,122,271.97	£131,395,262.97

5. Fifteen exchanges of sold flats have taken place with the sum of £720,254 being paid to the City of London.
6. The freeholds of 14 flats in Wallside have been sold with the sum of £35,000 being paid to the City of London.
7. A 999 year lease has been completed with the sum of £43,200 being paid to the City of London.

APPROVED SALES

8. No sales have been approved since your last committee.

APPROVED LETTINGS

9. No lettings approved since your last committee

11. SALES PER BLOCK

BLOCK	TOTAL NO. OF FLATS IN EACH BLOCK	TOTAL NO. SOLD IN EACH BLOCK	NET PRICE £	% NO. OF FLATS SOLD IN EACH BLOCK
ANDREWES HOUSE	192	182	14,913,260.00	94.79
BEN JONSON HOUSE	204	195	14,132,454.83	95.59
BRANDON MEWS	26	24	1,057,460.00	92.31
BRETON HOUSE	111	105	6,806,712.50	94.59
BRYER COURT	56	55	2,307,338.50	98.21
BUNYAN COURT	69	66	4,693,780.00	95.65
DEFOE HOUSE	178	170	14,644,782.50	95.51
GILBERT HOUSE	88	85	9,381,852.50	96.59
JOHN TRUNDLE COURT	133	131	4,467,527.50	98.50
LAMBERT JONES MEWS	8	8	1,400,000.00	100.00
MOUNTJOY HOUSE	64	63	5,925,723.50	98.44
THE POSTERN/WALLSIDE	12	8	2,499,630.00	66.67
SEDDON HOUSE	76	74	7,675,677.50	97.37
SPEED HOUSE	114	104	8,933,148.50	91.23
THOMAS MORE HOUSE	166	162	13,668,455.00	97.59
WILLOUGHBY HOUSE	148	145	13,542,670.50	97.97
TERRACE BLOCK TOTAL	1645 (1645)	1577 (1577)	126,050,473.33 (126,050,473.33)	95.87 (95.87)
CROMWELL TOWER	112	100	21,700,801.00	89.29
LAUDERDALE TOWER	117	113	22,703,779.63	96.58
SHAKESPEARE TOWER	116	108	23,349,415.76	93.10
TOWER BLOCK TOTAL	345 (345)	321 (319)	67,753,996.39 (64,989,687.39)	93.04 (92.46)
ESTATE TOTAL	1990 (1990)	1898 (1896)	193,804,469.72 (191,040,160.72)	95.38 (95.28)

The freeholds of 14 Flats in Wallside have been sold. The net price achieved for the purchase of the original leasehold interest and the subsequent freehold interest is £3,459,500.

The figures in brackets are as stated at your last meeting.

Contact: Anne Mason
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Committee(s):	Date(s):
Residents' Consultation Committee	24 November 2014
Barbican Residential Committee	8 December 2014
Subject: Recognised Tenants' Associations – Annual Review 2014	Public
Report of: Town Clerk	For information

Summary

Having undertaken a thorough review of the levels of membership and constitutional make-up of the various Barbican Residents' Associations, this report outlines those that have met the required qualification for Recognised Tenants' Association (RTA) status.

A summary of the results of this audit are as follows:-

House Groups	
Achieved RTA recognition	Not achieved RTA recognition
Andrewes House* Ben Jonson House* Bunyan Court* Cromwell Tower* Defoe House* Frobisher Crescent* Gilbert House* Lauderdale Tower* Mountjoy House* Seddon House* Shakespeare* Speed House* Thomas More House* Willoughby House* Barbican Association*	Brandon Mews (<i>did not apply</i>) Breton House (<i>did not apply</i>) Bryer Court (<i>did not apply</i>) John Trundle Court (<i>did not apply</i>) Lambert Jones Mews (<i>did not apply</i>) The Postern (<i>did not apply</i>)
* = Existing RTAs (achieved in 2013)	

Recommendations

Members are asked to note the formal recognition of those House Groups and the Barbican Association, as identified in paragraph 7 of the report, as Recognised Tenants' Associations, until the outcome of the next annual review in 2015.

Main Report

Background

1. Following the Annual Audit of House Group's Membership lists and AGM Minutes, we are pleased to report that all House Groups, which applied for Recognised Tenants' Association (RTA) status, have been successful in meeting the requirements for recognition, as set out below.
2. The Landlord and Tenant Act 1985 (as amended), governs the process by which the City, as landlord, may grant Recognised Tenants' Associations status. Recognition demonstrates that an RTA has a degree of representation and that it operates in a fair and democratic manner. Such recognition also confers legal rights involving tenants in informal and formal consultation practices. It is, therefore, incredibly important that a landlord regularly reviews this information as we engage with RTAs on many levels.
3. Furthermore, an RTA can, on behalf of its members :
 - Ask for a summary of costs incurred by their landlord in connection with matters for which they are being required to pay a service charge;
 - Inspect the relevant accounts and receipts;
 - Be sent a copy of estimates obtained by the landlord for intended work to their properties;
 - Propose names of contractors for inclusion in any tender list when the landlord wishes to carry out major works;
 - Ask for a written summary of the insurance cover and inspect the policy;
 - Be consulted about the appointment and re-appointment of the agent managing the services.
4. Prior to this year's Audit, the review period began at the end of July. House Groups were written to, requesting the submission of various documents by the end of July.
5. The criteria which, at a minimum, a Residents' Association must meet in order to qualify for RTA status is as follows:-
 - ☐ The Tenants' Association must represent a minimum of **50%** of the long leaseholders in a block/tower who pay a variable service charge to the Landlord.
 - ☐ An annual general meeting must have taken place (*a copy of the minutes of the last AGM were requested*)
 - ☐ Names and addresses of residents elected to the following posts must also be provided – Chair / Hon. Secretary / Hon. Treasurer
 - ☐ To conform with the provisions of SS18-30 of the Landlord and Tenant Act 1985 (as amended) there should be only one vote per dwelling.

- ☐ A copy of the constitution is required once every five years, with the next inspection required as part of the 2016 Audit.
 - ☐ The Constitution should cover the following points and house groups are asked to advise the Town Clerk, in the intervening period, if any of the following details change.
 - ☐ Openness of Membership
 - ☐ Payment and amount of subscription
 - ☐ Election of Officers
 - ☐ Voting arrangements and quorum
 - ☐ Notice of meetings
 - ☐ Independence from the Corporation
6. Failure to meet the criteria of an RTA does not affect the status of representation on the Residents' Consultation Committee. It does, however, mean that as landlord, the City may withdraw RTA recognition from an existing RTA if the minimum requirements have not been met. This year, this will not be necessary and, in any event, would require the City to give at least six months' notice of its intention. This would hopefully provide a House Group with enough time to resubmit a successful application.

Current Position

7. Having now received the required information, for which the co-operation of all the House Group Chairmen and Secretaries is very much appreciated, this report now sets out which Groups have qualified for 2014 RTA status.

RTA Qualifying Membership

BOLD = Successful House Groups	<i>Total no. of Long Leaseholders</i>	<i>Number of Flats registered</i>	<i>Expressed as a percentage</i>
Andrewes House*	182	Opt-in membership	
Ben Jonson House*	195	105	53%
Brandon Mews	24	Not recognised under 1985 Landlord Act	
Breton House	105	Not recognised under 1985 Landlord Act	
Bryer Court	55	Not recognised under 1985 Landlord Act	
Bunyan Court*	66	Opt-in membership	
Cromwell Tower*	99	95	95%
Defoe House*	170	130	76%
Gilbert House*	85	64	75%

Frobisher Crescent*	69	Opt-in membership	
John Trundle Court	131	Not recognised under 1985 Landlord Act	
Lambert Jones Mews	8	Not recognised under 1985 Landlord Act	
Lauderdale Tower*	115	84	73%
Mountjoy House*	63	Opt-in membership (- 1)	
Seddon House*	74	58	78%
Shakespeare Tower*	107	Opt-in membership	
Speed House*	104	Opt-in membership (- 1)	
Thomas More*	162	Opt in membership	
The Postern	8	Not recognised under 1985 Landlord Act	
Willoughby House*	145	Opt-in membership (-1)	
Barbican Association* (Estate-wide)	1890	1210	64 %

* = existing RTA (i.e. achieved RTA status in 2013).

8. The above shows that the following Tenants' Associations have qualified as RTAs for 2014 as follows:-

Andrewes House
 Ben Jonson House
 Bunyan Court
 Cromwell Tower
 Defoe House
 Frobisher Crescent
 Gilbert House
 Lauderdale Tower
 Mountjoy House
 Seddon House
 Shakespeare
 Speed House
 Thomas More House Group
 Willoughby House
 Barbican Association

9. Eight House Groups are operating an ‘opt-in/out’ membership, whereby all residents will be members unless they choose not to be. Of these house groups, the number of opt-outs is very small. To simplify the administrative process, House Group Chairmen are recommended to consider adopting this type of membership. This would need to be formally agreed at the House Group’s next AGM.

Financial and Risk Implications

10. There are no financial and risk implications.

Legal Implications

11. It is important that the City regularly reviews levels of membership of RTAs to ensure that RTAs with which it consults, and to which it supplies important and confidential information, properly represent long leaseholders in a block and that these procedures do not become flawed.

Strategic Implications

12. Through on-going engagement with the Recognised Tenants’ Associations, the City of London Corporation theme; ‘To make a positive impact to the lives of all our service users by working together’.
13. The Comptroller and City Solicitor and the Director of Community and Children’s Services have both been consulted in the preparation of this report.

Conclusion

14. In light of the returns submitted by the various Residents’ Associations, the Barbican Residential Committee’s authority is sought to formally recognise those House Groups which have qualified as RTAs, as identified in paragraphs 7 and 8 of this report.

Contact:

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BARBICAN ESTATE RESIDENTS CONSULTATION COMMITTEE **Monday, 24 November 2014**

Minutes of the meeting of the Barbican Estate Residents Consultation Committee
held at Guildhall on Monday, 24 November 2014 at 6.30 pm

Tim Macer - Willoughby House (Chairman)	John Tomlinson - Cromwell Tower
Randall Anderson - Shakespeare Tower	Gillian Laidlaw - Mountjoy House
Averil Baldwin - Thomas More House	Fiona Lean - Ben Jonson House
Robert Barker - Lauderdale Tower	Jane Smith - Barbican Association
Helen Wilkinson - Speed House	Professor Michael Swash - Willoughby House
Robin Gough – Defoe House	Mark Bostock – Frobisher Crescent
Dr Gianetta Corley – Gilbert House	Graham Wallace – Andrewes House
David Graves – Seddon House	

In Attendance:

Gareth Moore – Chairman of the Barbican Residential Committee
Professor John Lumley – Member of the Court of Common Council, Ward of
Aldersgate

Officers:

Karen Tarbox	- Community and Children's Services
Michael Bennett	- Community and Children's Services
Helen Davinson	- Community and Children's Services
Mike Saunders	- Community and Children's Services
Barry Ashton	- Community and Children's Services
Mike Saunders	- Community and Children's Services
Anne Mason	- Community and Children's Services
Amy Carter	- Community and Children's Services
Colin Chuter	- Chamberlain's
Mark Jarvis	- Chamberlain's
Petra Sprowson	- Department of the Built Environment
Julie Mayer	- Town Clerk's

1. APOLOGIES

Apologies were received from Chris Mouncey (Deputy Chairman); John Taysum and Gordon Griffiths.

2. DECLARATIONS BY MEMBERS IN RESPECT OF ITEMS ON THE AGENDA

John Tomlinson declared a general interest in respect of items 13, 14 and 15 as his wife is a member of a working party on the Barbican Estate.

3. MINUTES

The minutes of the meeting held on 1st September 2014 were approved.

4. **BARBICAN LISTED BUILDING MANAGEMENT GUIDELINES - VOLUME IV - LANDSCAPE SPD**

The Committee received a report of the Director of the Built Environment in respect of the Barbican Listed Building Management Guidelines. During the discussion on this item, the following matters were raised/noted:

- Members asked if the maps of significant fixtures could be part of the Supplementary Planning Document (SPD).
- Any minor changes (outside of the Listed Building Guidelines) would be circulated annually for comment.

RESOLVED, that:

1. The Barbican Listed Building Management Guidelines Volume 4, Landscaping SPD Guidelines Volume 4 (Landscaping SPD) be endorsed and recommended for approval by the Barbican Residential Committee (BRC).
2. The Barbican Listed Building Management Guidelines Volume 4, Landscape Part 2 (Good Practice) and Part 3 (Green Infrastructure) be noted.

5. **SERVICE LEVEL AGREEMENT (SLA) QUARTERLY REVIEW**

The Committee received a report of the Director of Community and Children's Services which updated Members on the review of the estate-wide implementation of Service Level Agreements (SLAs) and Key Performance Measures (KPI's) for the quarter July to September 2014.

Members were very pleased to note that this report represented some of the highest standards achieved so far. The Chairman reminded Members that he always welcomed suggestions on the SLA/KPI performance outside of the regular RCC meetings.

RESOLVED, that:

The report be noted.

6. **PHYSIOTHERAPIST: 1, THE POSTERN, BARBICAN ESTATE - LEASE SURRENDER AND NEW LETTING**

The Committee received a redacted report of the Director of Community and Children's Services in respect of the Physiotherapist practice at 1, The Postern, Barbican Estate (lease surrender and new letting). Members welcomed this report as the service was highly valued by residents on the Barbican Estate.

RESOLVED, that:

The report be noted.

7. **PROGRESS OF SALES AND LETTINGS**

The Committee received a report of the Director of Community and Children's Services, which advised members of the sales and lettings which had been

approved by officers since the last meeting, acting under delegated authority and in accordance with Standing Orders.

RESOLVED, that:

The Sales and Lettings report be noted.

8. SERVICE CHARGE EXPENDITURE AND INCOME ACCOUNT - LATEST APPROVED BUDGET 2014/15 AND ORIGINAL BUDGET 2015/16

The Committee received a joint report of the Director of Community and Children's Services and the Chamberlain, which set out the latest approved budget for 2014/15 and original 2015/16 for revenue expenditure; proposed for inclusion within the service charge in respect of dwellings. Members noted that the report did not include any expenditure or income pertaining the car parking or stores.

During the discussion of this item, the following matters were raised/noted:

- Members felt that it would be helpful to see an apportionment of centralised services across the estate.
- The Chairman was pleased to advise that the work of the underfloor heating party had been very effective; i.e. if the same amount of energy were to be used this year, as compared to 2 years ago, it would have cost 6% more. If the new contract had not been put in place, there would have been an increase of 27%. Members noted that there was a spike in January 2014, when the previous contract had ended.
- Members asked for an explanation about the charges for Supervision and Management and House Officers and why the numbers were changing.

RESOLVED, that:

The Service Charges Expenditure and Income Account (lasts approved budget 2014/15 and original budget 2015/16) be recommended to the BRC for approval.

9. REVENUE AND CAPITAL BUDGETS - LATEST APPROVED BUDGET 2014/15 AND ORIGINAL 2015/16 - EXCLUDING DWELLINGS SERVICE CHARGE INCOME AND EXPENDITURE

The Committee received the annual submission of the Revenue and Capital Budgets, overseen by the Barbican Residential Committee. In particular, it sought approval, by the BRC, of the provisional revenue budget for 2015/16, for subsequent submission to the Finance Committee. Members noted that details of the Committee's draft capital budget were also provided and the budgets had been prepared within the resources allocated to the Director.

RESOLVED, that:

The provisional 2015/16 revenue budget and the draft capital budget be recommended to the Barbican Residential Committee for approval.

10. COMMUNAL REPAIRS AND REDECORATIONS PROGRAMME

The Committee received a report of the Director of Community and Children's Services in respect of the repairs and redecorations programme for the Barbican Estate.

During the discussion of this item, the following matters were raised/noted:

- Members asked to see the outline programme of works.
- Officers advised that, when works were planned, they were co-ordinated with the Arts Centre.
- Members noted that the report before them had been written following consultation with contractors.
- Officers explained that one-off contracts were more expensive than longer-term agreements but if value for money could not be achieved, then a longer-term contract would not be entered into.
- Members asked for a comparator against the previous method and suggested that an officer from the Chamberlain's Procurement Team be in attendance at the BRC when this report was discussed.

RESOLVED, that:

A revised report, addressing the concerns set out above, be presented to the Barbican Residential Committee on 8 December 2014.

11. WATER SYSTEM TESTING AND ASSOCIATED SAFETY WORKS

The Committee received a report of the Director of Community and Children's Services in respect of the water system testing and associated safety works and the Barbican and the HRA estates. In accordance with the queries raised on the previous report, Members suggested that an outline of the intended works would be helpful, along with a rationale behind the proposed approach.

RESOLVED, that:

A revised report, addressing the concerns set out above, be presented to the Barbican Residential Committee on 8 December 2014.

12. CAR PARK AND BAGGAGE STORES CHARGING POLICY

The Committee received a report of the Director of Community and Children's Services, which sought to extend the current charging policy for both car parking and baggage stores on the Barbican Estate, for a further 3 years and from March 2015, in respect of the car park and baggage stores. Members noted that a policy for charging for the new bicycle stores was still under discussion and there would be an update at the next meeting.

RESOLVED, that:

The report on the charging policy for the Car Park and Baggage Stores be recommended to the Barbican Residential Committee for approval.

13. WORKING PARTIES - FORMATION AND REVIEW

The Committee received a report of the Director of Community and Children's Services in respect of process for the Estate's Working Parties.

RESOLVED, that:

The draft protocol for setting up and running the Working Parties be agreed, so that it can be implemented at the AGM in February 2015.

14. WORKING PARTY REVIEW - MINUTES OF ASSET MAINTENANCE WORKING PARTY

The Committee received the minutes of the Asset Management Working Party. Officers asked Members to be mindful that the Asset Management Plan would need to be well established before committing to long-term contracts and, if there was limited experience on a particular set of works, there would be more pre-contract engagement with contractors. Condition surveys would also inform the approach. Members suggested that the future replacement of the door entry system should be considered by the Working Party.

RESOLVED, that:

The minutes of the Asset Management Working Party be received.

15. WORKING PARTY REVIEW - MINUTES OF THE PARCEL TRACKING SYSTEM WORKING PARTY

The Committee received the minutes of the Parcel Tracking Working Party. Members noted that given some 66,000 parcels were received on the Barbican Estate every year, on average just 1 a year was lost! A recent survey on parcel receipt and tracking had nearly 600 responses and from this it could be seen that residents were very happy with the service and any suggestions for improvements would be an enhancement.

RESOLVED, that:

The minutes of the Parcel Tracking Working Party be noted.

16. ANNUAL REVIEW OF RTA'S

The Committee received a report of the Town Clerk in respect of the Annual Recognised Tenant's Associations (RTA) Audit. The Town Clerk was pleased to advise that all those house groups, which had applied, had achieved RTA status and the position had changed very little since last year's audit. The Chairman advised that it was very helpful to the RCC for the house groups to achieve their RTA status, as it formed part of an accountable process for negotiating with the City of London Corporation.

RESOLVED, that:

The result of the 2014 RTA Audit be noted.

17. UPDATE REPORT

The Committee received the update report of the Director of Community and Children's Services. During the discussion of this report, the following items were raised/noted:

- That in future the You Said: We Did actions list should include original date of action and target dates and, if an outcome has not been achieved, an explanation or the escalation procedures being followed
- In respect of the missing Barbican/City of London insignia formerly affixed to the Estate next to Heron Residential Tower, residents noted that a meeting with Heron had been arranged with the Comptroller and City Solicitor's Department for later this week.
- In response to a question about the BRC's Terms of Reference, the Chairman of the BRC was in attendance and advised that they were rather narrow, when compared to those of the Community and Children's Services and Planning and Transportation Committees; for example. However, Committees could communicate with each other via resolutions.

RESOLVED, that:

The update report be noted.

At 8.25pm Members agreed to suspend standing orders in order to complete the business on the agenda.

18. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

Members noted that any questions, which had not been answered in advance of the meeting and circulated to Members, would follow shortly and be appended to the draft minutes. Members were reminded that there had been a very high volume of questions this time and some of these had been of a highly technical nature and received very close to the deadline.

Further questions were put as follows:

- Following a recent lift failure at Thomas More, which could have had a serious impact on elderly and vulnerable residents, officers advised that procedures would be reviewed and put in place. However, it was understood that such incidents in the tower blocks were extremely rare
- Members asked if there were there any possible terms of the lease that could be used against flats left empty for a number of years And were causing issues to neighbouring flats
- Some members expressed dissatisfaction with the design and positioning of the new bicycle stores. The Listed Building Consent officer had advised that, as they were not a permanent structure and also taking into account that they were not visible to the public, they were outside of the Guidelines. Furthermore, secure bicycle storage

was essential to the Barbican Estate and the 'pods' were fit for purpose; did not take up any more room than the existing bicycle stores and the design had been chosen following consultation with Planning and Transport for London officers. Officers assured Members that there were no access issues but would visit the site again, with an Access Officer and a Defoe House resident. Given this was a Landlord issue, and the correct procedures had been followed, members were advised that, if they remained dissatisfied with the design and location, they should make representations to their elected Ward Members.

19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

The Town Clerk would contact Members in order to arrange a date for the 2015 AGM.

The meeting ended at 8.45pm

Chairman

Contact Officer: Julie Mayer
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Pre RCC Member QUESTIONS

For 24 November 2014 RCC

1. Q. What measures are being taken to control pigeons on the Estate? there seems to have been a huge increase in numbers recently with a flock well in excess of 80 birds (the point at which I stopped counting!) regularly flying around the church/Wallside/Mountjoy House/Barber Surgeons' Hall area
A. The Barbican Estate Office has a contract with a pest control company to both help control pigeon numbers throughout the year, and to discourage seagulls from nesting in the breeding season. The BEO spends over £8000 per annum on this.
2. Q. From Frobisher Crescent House Group: We are expecting the 2014 annual heating/hot water health check to be done this autumn and the House Group has requested this be done before the CSD accepts the system. When will these health checks be done?
A. The BEO and Property Services are currently carrying out a tendering exercise for the Health Checks.
3. Q. Water Penetration through a Flat Ceiling.

We are concerned about the relative slowness of attention to putting right the source of a water leak into a Gilbert flat. The time scale is below. We expect this is not a unique situation and we ask if steps can be taken to speed up the repair time if a leak is discovered but also to adopt a more regular inspection programme to prevent these predictable occurrences of water damage.

- Water penetration reported to Repairs by resident - 16th October.
Metwin phone to arrange appointment - 17th October
- Metwin Inspector attends to view ceiling – 20th October and same day inspects possible sites of leak
- Resident receives letter dated 22nd Oct. stating that the 'the expansion joint on the roof needs to be re-sealed and also the expansion joint on the 7th floor balustrade will need replacing as well as the expansion joints on all other floors to be checked and re-sealed as necessary.'
- An undated letter from Property Services arrived shortly after this giving an order number, the name of the appointed Contractor and saying that the contractor has a target date to attend by 19th November - i.e. 4+weeks after Metwin identified the source of the water penetration.
- Monday 17th November - resident reports water is now dripping through the ceiling into a bucket.

This response time to put right the source of the damage is not considered to be satisfactory. We ask the BEO and PS what improvements can be made in

securing a contractor who can attend to repair the reported source of damage more speedily whenever water penetration is reported.

A. We are always reviewing our processes and have already identified areas where we can work more efficiently. These reviews are driven by innovation from officers during their working week and of course customer feedback such as below. We have sat down and reviewed this case study and found that items 1, 2, and 3 were conducted in a timely manner, however item 3 through human error failed as this order should have been raised on a code 2 to be completed within 3 days. We have used this case study and turned it into a training issue which Property Services will take to the customer care centre team. We send our apologies to the resident and the House Chair and thank both parties in taking the time to send this feedback which allows us to train our staff in specifics which is more powerful than just ongoing training.

4. Q. I would like clarification as to why, once again, Ben Jonson Estimated Final Roof Apportionment has been postponed.

A. The issue is that there are a small number of contract instructions that do not have a cost against them. Whilst we know the original tender figure and the final account figure, we do not have full details of the difference. The issue is compounded by the fact that officers who worked on the project and the consultant who project managed are no longer with us. We are in touch with the Consultants practise to try and resolve the matter

5. Q. I also hope Michael will be able to tell us the name of our new energy provider?

A. For UFH – EDF Energy

6. Q. Redecs. If procured for 3-5 years, how much flexibility will there be to allow a particular block's decoration to slip? At present, each block is assessed when it is due for redecoration. If the state of the block is good redecoration can be (and have been) deferred for one or more years. Will a 3-5 year contract preclude that? If it doesn't preclude that will we end up paying the contractor for doing less work than envisaged? Or can the BEO find something else for the contractors to maintain?

A. The redecs contract will be flexible and will allow us to defer works subject to a condition survey

7. Q. At first glance it looks as though procurement for 3-5 years is disproportionately expensive (Procurement for one year costs £123750. Procurement for 3-5 years costs well over five times that – i.e. up to £2.5m). This is presumably because the 3-5 year programme also includes works to address issues found by the water testing. But with no information on the likely works needed or their cost there is no way of evaluating whether this is

a better deal or not. Are there some historical costs for works needed (or estimates of works needed) by which this proposal can be assessed?

A. Water testing and works - the report covers Housing and Barbican. We have estimated 40% of the works relate to the Barbican. The actual costs will be confirmed when we move to the next stage of the procurement process (Gateway 5)

8. Q. Non Resident Long Leaseholder Issue.

In Gilbert House there is a flat which has been empty for at least seven years, during which time a neighbouring flat has suffered serious water penetration on two occasions. The water supply is now turned off. On both occasions the City's insurers agreed claims for major re-decoration.

The unoccupied flat has also been infested with moths and flies so badly that it had to be treated twice. And for some time the House Officer has visited regularly to pour water into the Garchey and toilet to prevent unpleasant smells penetrating to the corridor. Clearly this is an intolerable situation which creates unnecessary work and expense for the Estate as well as disrupting the lives of residents.

In these circumstances can the officers explain what sanctions can be applied by the City, under the terms of the lease, to compel owners of unoccupied flats to keep them in good repair and prevent causing nuisance to neighbours?

A. The BEO is well aware of the flat in question. The first point would be that one of the leaks was caused by Landlords services. Any officer time spent in dealing particularly with this flat has been recharged to the Long Lessee in question and the BEO is in discussion with the Long Lessee. It has long been the policy of the BEO not to "police" our residents.

9. Q. What are the current projected dates for completion for the hard landscaping and the soft landscaping works in Beech Gardens?

A Feb/Mar 2015 and April/May 2015 respectively

10. Q. I understand that there are standby electric generators for the tower block lifts in case the normal electricity supply is interrupted. The Barbican Centre also has its own generator which, apparently, failed when called into use recently. With respect to the residential generators: How many are there? How often are they serviced? How often are they tested?

A. In total we have 10 Diesel Generators. General maintenance is carried out by our resident engineers on a bi monthly basis. This involves checking items such as belts, fuel, oil, battery levels, etc. and running the equipment up to temperature. We have also contracted a specialist company to attend once a year in order to carry out a more detailed examination of the diesel engines and generators.

11. Q. Can you confirm that all the work that House Officers undertake outside the residential blocks, for example on matters relating to podium walkways, are not billed to the blocks Service Charge Accounts?

A. Time is recorded and allocated accordingly. Matters not related to the service charge are not charged there.

12. Q. I understand that under the proposed London Film School redevelopment, the Barbican Art Centre wishes to re-site plant and equipment currently in the Trade Hall into the Breton / Ben Jonson car park. Can BEO officers confirm that Planning Permission will be sought and obtained for this re-siting? Can BEO officers also confirm that they will seek independent advice to ensure that noise and vibration from the re-sited plant and equipment does not cause nuisance, disturbance or inconvenience to the residential flats above? If Planning Permission is not to be sought, what is the legal process for ensuring that appropriate Conditions are put in place?

A. As of 19.11.14 the Barbican Centre and LFS have not approached the BEO with this proposed use of Barbican Estate car park space. Any use of the BEO car parks in this regard, would require a licence and works within the car park would require the Planners to be involved, be it for Planning Permission or Listed Building Consent. Noise and vibration limits could be set within the terms of any licence.

13. Q. Agenda Item 9 – p. 87 “*The IT costs are recharged on number of transactions ...*”. On what basis is the BEO charged by the City’s IT or IS department? Has this system (quoted above) of recharging always been used by the BEO, if not, what was it before, why was it changed and when was it changed? What precisely is a “transaction”?

A. System of recharge has not changed. ‘Transactions’ is volume of activity on the centralised systems such as finance and includes invoice payments, commitments etc. There is also a charge for the number of computers.

14. Q. Agenda Item 10 – Communal repairs and redecorations – What is the evidence that a 3-5 year programme will result in lower costs to long lessees? Will this option reduce the flexibility of when a house group agrees a programme of redecoration is required? When a contractor underperforms on a 1 year programme it is easy for the City to decide not to re-use the contractor subsequently – if we are locked into a 3-5 year programme, how easy will it be to remove a contractor part way through the programme? How have costs varied across the past economic cycle and is there an optimal time to enter a 3-5 year programme?

A. Procuring long-term contracts offers significant economies of scale for a contractor and for the City (officer time spent procuring each year). There will be the potential to vary the contract- adding or removing

blocks subject to condition surveys. Performance will be covered in the contract. Underperformance would result in the contract being terminated

There is not an optimal time to enter into a 3-5 year programme. The benefit of a 3-5 year programme is cost certainty for leaseholders. It also gives a contractor 'work' certainty (subject to performance).

15. Q. Agenda Item 11 – Water Testing – On what basis has the suggested split Barbican Estate : HRA Estate 60% : 40% been made? May we have a third option – 3-5 Years, Barbican Estate ONLY ?

A. The split is based on stock levels and our surveyor's initial estimation of the works that will need to be completed. We do not propose to have a Barbican only option as this would require a duplication of work and therefore additional costs

16. Q. Residents have received Section 20 notices about a new window cleaning contract, which we understand the City intends to be a City-wide contract. Will there be further resident consultation or an RCC working party set up to ensure resident input and involvement in the tender process, as there was when the contract was last tendered?

A. Yes – there will in fact be a cleaning services contract (for COL buildings but not the Barbican) and a window cleaning services contract for mainly residential properties including the Barbican Estate, other City of London Housing Estates/some other City properties. This acknowledges the specialised nature of the current Barbican Estate window cleaning services. The current resident Service Level Agreement for window cleaning services will apply. There will be further leaseholder consultation and there will be resident participation in the tender process.

17. Q. Some house groups are concerned about the security implications of having a city-wide contract where there operatives cleaning the windows may vary from week to week, as opposed to the current situation where the window cleaning staff remain constant. What steps can be put in place to ensure that either the same staff are used, or that the same standard of security is maintained?

A. See Above.

18. Q. We are informed that the retendering is motivated by the City's desire to save money by moving to a single contractor that can offer a lower price for a larger volume of work. However, window cleaning on the Barbican estate is funded from the service charge, and residents are not seeking a reduction in cost, and desire for the existing frequency and quality standard of cleaning to be maintained. Is it possible for the Barbican Estate to opt out of the city-wide contract? If joining with the City-wide contract, is it possible to ensure that the

quality standards of the Barbican estate are applied, and not that which the City has decided for its own properties on as a cost-reduction measure?

A. See above.

19. Q. At what stage is the tendering process at present? When is the new contract intended to start?

A. Tender process is due to commence in the Spring and the new contract is anticipated to start Autumn/Winter 2015.

20. Q. What progress is being made in alleviating the flooding which occurs in the Thomas More House Garden after heavy rain, in particular on the path leading from the car park? If the flooding cannot be prevented what plans are in place to enable residents to use the gardens at such times (e.g. through raised walk ways)

A. There is no proper drainage within Thomas More Garden. The BEO are seeking advice from The Landscape Agency as to what measures could be put in place (other than install a drainage system). Raised walkways will also be considered but may also necessitate the need for lighting.

21. Q. What steps are being taken to ensure that lifts are not out of action over the whole of a weekend? (This was recently the case in Thomas More House). In certain types of blocks this can cause very considerable difficulties for certain groups of residents

A. It is extremely rare for this to occur, but further robustness is required to Guideline Lift Services' working practices, and they have therefore instigated the following:

- **If out of hours emergencies occur in the future that require specialist technical expertise, Guideline Lift Services will endeavour to contact one of their technicians, rather than just an engineer, who have the required level of knowledge, to attend.**
- **One of the existing engineers has now been upgraded with specialist training by Otis lifts and is also on the night call rota for Barbican.**
- **Communication is key, and Guideline Lift Services will ensure their helpdesk team keep the Barbican Estate Office team informed when ongoing remedial works occur.**
- **Guideline Lift Services are reviewing advanced software packages which enable the Barbican Estate Office team to receive automatic updates on callouts and repairs. It is anticipated that this enhanced service could be rolled out early next year.**

In addition to the steps that Guideline Lift Services are taking, the Barbican Estate Office are looking to improve communications, especially during the evenings and weekends, by introducing a standard template for Lobby Porters and car park concierge to fill in and display.

This will ensure that all residents are aware of what steps have been taken and that the appropriate staff and contractors have been informed.

22. Q. To everyone's surprise and consternation this week two large bike pods have been installed. They have been placed right on top of an area that is normally used for visitor parking and in particular in an area usually set aside for visitors with mobility problems. We are puzzled by the fact that it appears that the decision on the location of the pods was made without any discussion with the car park attendants or the Defoe RTA committee. Whilst we do not expect to be consulted upon every management issue, and are not against the provision of secure facilities for cyclists, what we would like to question is why place these pods in one of the busiest car parks on the estate and in a location normally used for parking for visitors with mobility issues?

A. The bicycle cages are being provided where the BEO feel there is greatest need. We do appreciate that Defoe is a very busy and full car park but that also applies to bicycles as well. Visitor parking is still possible within Defoe Car Park and there is plenty of overflow in nearby car parks.

23. Q. Regarding the UFH report. Which blocks/towers/dwellings have had their meters replaced with half hourly meters?

A. Recently all underfloor heating meters throughout the estate were replaced with half hourly meters.

24. Q. Do any blocks/towers/dwellings remain without half hourly meters? If yes, which ones?

25. Q. Do the new half hourly meters record only the Background Underfloor Heating supply? If no, what other energy uses are also included?

A. Yes

26. Q. Virgin Active has notices up saying they are about to embark on refurbishment work that will all be done at night while the gym is closed. What assurances has the landlord received about there being no noisy works during these night time work periods? Residents are concerned that they should not be disturbed by such works.

A. The BEO has also spotted the notices and spoken with Virgin Active about their programme. Their Project Manager has assured us that they will be adhering to the Barbican noisy works timings and only tasks such as painting will be carried out at night. The BEO will follow this quite closely and if necessary, involve the EHO.

27. Q. Brandon Mews Roof. What was the original estimated life-span of the temporary roof structure erected over Brandon Mews to ensure waterproofing of the roof? There is nothing in the long-term capital budget for replacement of this structure - should this be remedied, and an item inserted?

A.This will form part of the Asset Maintenance Plan including all relevant condition surveys.

- 28.Q. We understand that the BEO have said that it is not possible to clean this structure adequately so as to remove lichen etc. so as to maintain a presentable appearance. Is our understanding correct? When was this assessment carried out - and, if this was some years ago, has the possibility of cleaning been re-assessed recently?

A.The BEO carried out a comprehensive survey approximately 5 years ago. The external side is prohibited because of access issues. The internal part of the plastic is no longer smooth (quite pitted) and test patches showed no improvement when cleaning was attempted. This could be re-assessed now.

- 29.Q. Acknowledging that there are many issues to be addressed and investigations to be carried out first, and assuming that the current Beech Gardens method provides a satisfactory solution to the podium waterproofing, what is to prevent a similar solution being used instead of replacing the current plastic roof?

A.This could be a possibility.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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