



Barbican Residential Committee

Date: MONDAY, 16 MARCH 2020
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members: Michael Hudson (Chairman)*
Mark Wheatley (Deputy Chairman)*
Randall Anderson
Adrian Bastow
Chris Boden*
Mark Bostock
Deputy David Bradshaw
Henry Colthurst*
Mary Durcan
Jeremy Mayhew*
Barbara Newman
Susan Pearson*
William Pimlott
Stephen Quilter
Deputy John Tomlinson
Dawn Wright*

**Non-resident Members*

Enquiries: Julie Mayer
tel.no.: 020 7332 1410
Julie.Mayer@cityoflondon.gov.uk

N.B. Part of this meeting may be subject to audio-visual recording.

Lunch will be served in the Guildhall Club at 1.00pm.

**John Barradell
Town Clerk**

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 public minutes and non-public summary of the meeting held on 16th December 2019.

For Decision
(Pages 1 - 8)
4. **DRAFT MINUTES OF THE BARBICAN RESIDENS CONSULTATION COMMITTEE (RCC) ON 2ND MARCH 2020**
To note the draft minutes of the meeting held on 2nd March 2020.

For Information TO FOLLOW
5. **ANNUAL REVIEW OF THE TERMS OF REFERENCE**
Report of the Town Clerk.

For Decision
(Pages 9 - 12)
6. **'YOU SAID: WE DID' - OUTSTANDING ACTIONS LIST**
Report of the Director of Community and Children's Services.

For Information
(Pages 13 - 14)
7. **UPDATE REPORT**
Report of the Director of Community and Children's Services.

For Information
(Pages 15 - 20)
8. **SERVICE LEVEL AGREEMENTS QUARTERLY REVIEW OCTOBER - DECEMBER 2019**
Report of the Director of Community and Children's Services.

For Information
(Pages 21 - 32)

- 9. PROGRESS OF SALES AND LETTINGS**
Report of the Director of Community and Children's Services.
- For Information**
(Pages 33 - 36)
- 10. FIRE SAFETY UPDATE**
Report of the Director of Community and Children's Services.
- For Information**
(Pages 37 - 72)
- 11. BARBICAN ESTATE REDECORATION PROGRAMME 2020-25 - GATEWAY 4 - ISSUE REPORT**
Report of the Director of Community and Children's Services.
- For Decision**
(Pages 73 - 88)
- 12. FROBISHER CRESCENT BALCONY DRAINAGE SCHEME - GATEWAY 6 - SUMMARISED OUTCOME REPORT**
Report of the Director of Community and Children's Services.
- For Decision**
(Pages 89 - 92)
- 13. BARBICAN ARREARS**
Report of the Director of Community and Children's Services.
- For Information**
(Pages 93 - 96)
- 14. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
- 15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
- 16. EXCLUSION OF THE PUBLIC**
MOTION – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following item(s) on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of the Schedule 12A of the Local Government Act.
- For Decision**
- 17. NON-PUBLIC MINUTES**
To approve the non-public minutes of the meeting held on 16th December 2019.
- For Decision**
(Pages 97 - 98)

18. BARBICAN ARREARS

Members are asked to note an appendix in respect of agenda item 13.

For Information
(Pages 99 - 102)

19. RESIDENTIAL RENT REVIEW

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

For Decision
(Pages 103 - 112)

20. FIRE SAFETY AUDIT

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

For Decision
(Pages 113 - 116)

21. BLAKE TOWER

The Assistant Director, Barbican and Property Services to be heard.

For Information

22. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

23. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

Confidential Agenda

24. CONFIDENTIAL MINUTES

To approve the confidential minutes of the meeting held on 16th December 2019.

For Decision

25. REVISED PROPOSED RESTRUCTURE

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

For Decision

BARBICAN RESIDENTIAL COMMITTEE (BRC) Monday, 16 December 2019

Minutes of the meeting of the Barbican Residential Committee
held at Guildhall at 1.45 pm

Present

Members:

Michael Hudson (Chairman)
Randall Anderson
Mark Bostock
Deputy David Bradshaw
Henry Colthurst
Mary Durcan
Jeremy Mayhew
Barbara Newman
Susan Pearson
Stephen Quilter
Deputy John Tomlinson

Officers:

Paul Murtagh - Assistant Director, Barbican and Property Services, Community and Children's Services
Alan Bennetts - Comptroller and City Solicitor's
Mark Jarvis - Chamberlains
Julie Mayer - Town Clerk's
Michael Bennett - Community and Children's Services
Helen Davinson - Community and Children's Services
Anne Mason - Community and Children's Services
Barry Ashton - Community and Children's Services
Michael Bradley - City Surveyors

1. APOLOGIES

Members welcomed new Member Henry Colthurst to the Committee and looked forward to welcoming Dawn Wright at the next meeting.

Apologies were received from the Deputy Chairman - Mark Wheatley, Adrian Bastow, William Pimlott and Dawn Wright.

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

There were no declarations.

3. **MINUTES OF THE PREVIOUS MEETING**

RESOLVED, that – the public minutes and non-public summary of the meeting held on 16th September 2019 be approved, subject to an amendment recording Deputy David Bradshaw’s apologies at this meeting.

4. **DRAFT MINUTES OF THE RESIDENTS CONSULTATION COMMITTEE (RCC) ON 2ND DECEMBER 2019**

Members received the draft minutes of the Barbican Residents Consultation Committee (RCC) held on 2nd December 2019.

A Resolution from the RCC of 2nd December 2019 – to the BRC on 16th December 2019 , on behalf of the Leaseholder Service Charges Working Party.

The Resolution asked the Barbican Residential Committee (BRC) to seek mechanisms to ensure that the City of London Corporation, as part of its regular activities, managed and controlled service charge expenditure so that future service charge estimates and actuals showed overall year-on-year increments, to allow them to be kept below inflation, whilst maintaining current service levels. Whilst Members agreed that this was a worthy aspiration, officers had advised RCC Members that the additional workstreams, which had evolved over the years as a result of the RCC’s various working parties, required additional resources. Members (of the BRC) also noted the report on today’s Confidential agenda, which sought a restructure of the Barbican Estate Office. Members were also mindful that, whilst some residents might be content to pay more for additional services, income levels across the Estate varied.

There was some discussion about energy saving initiatives and the Ward Member for Cripplegate, also the Chairman of the Underfloor Heating Working Party (UHWP) of the RCC, set out a proposal on behalf of the UHWP in respect of electricity procurement. Members noted that the contract for the Barbican Estate’s underfloor heating supply would terminate in September 2020 and negotiations were about to commence for a new contract. The current proposal aggregated the Barbican’s underfloor heating demand of roughly £2 million, with other elements of the City’s demand of £2 million, to make a total of roughly £4 million. At a recent meeting of the UHWP, it was suggested that Barbican residents might get more value for money if they were able to negotiate a separate supply contract. Members (of the BRC) noted that there were many aspects of the Barbican that made it an attractive proposition to suppliers, including, but not limited to, its mainly off-peak energy demand and flexibility to draw its power whenever the supplier offered the best rate.

RESOLVED, that – the Procurement Sub Committee be asked to note that the Barbican Residential Committee supports the initiative of the Barbican Estate Residents’ Consultation Committee’s Underfloor Heating Working Party, as set out above. The Barbican Estate Office be asked to work with the UHWP to investigate the feasibility and commercial implications of a separate supply contract for the Estate, when compared to a joint one with the City, and to pursue negotiations should these investigations prove positive.

5. **'YOU SAID; WE DID' - OUTSTANDING ACTIONS LIST**

Members received the Committee's Outstanding Actions list.

Members agreed to disband the Electric Vehicle Working Party, for the time being, and noted that a media message was due that day in respect of zero emissions on Beech Street. Members noted that Beech Street would have timed exemptions in respect of emergency services, removal lorries and residents using the car parks, etc. In response to a question about the pilot electric vehicle club using 'Zipcars', Members noted that the Department of the Built Environment was considering a similar service. In response to a further question, Members noted that Blake Tower residents had been offered storage unit rentals.

6. **UPDATE REPORT**

Members received a report of the Director of Community and Children's Services in respect of the issues raised by the Residents' Consultation Committee (RCC) and the Barbican Residential Committee (BRC) at their meetings in September. The report also provided updates on other issues on the Estate. Members noted that the pump under the Barbican Centre controlled the waterfalls and repair works were expected to complete this month.

RESOLVED, that – the report be noted.

7. **PROGRESS OF SALES AND LETTINGS**

Members received a report of the Director of Community and Children's Services in respect of sales and lettings approved by officers, under delegated authority, since the last meeting.

RESOLVED, that – the report be noted.

8. **FIRE SAFETY UPDATE**

The Assistant Director, Barbican and Property Services, was heard in respect of the latest development of fire safety works on the Estate.

Members noted that new signage would be complete by the Spring. Arups had completed the additional survey and the Assistant Director was due to meet with Arups next week in respect of their quotation. In respect of Frobisher Crescent, the Capital bid for compartmentation had been approved and there would be no charges to leaseholders. Members also noted that the Directors and some BRC Members had recently had a productive meeting with the London Fire Brigade (LFB) and the LFB had recognised the Barbican Estate as a safe environment with appropriate fire safety procedures in place. Members noted that the firefighters' lift at Cromwell Tower was working effectively.

Members noted the results of the fire and smoke door and door set testing as follows:

- Breton House doors had failed on smoke and fire after 19 minutes

- Shakespeare Tower had failed on smoke after 5 minutes and fire after 35 minutes
- Thomas More had failed a door test and passed on the glazing beyond 30 minutes after upgrades.

The officer explained that, whilst all doors on the estate were very similar, residents had fitted various different types of door furniture such as numbers, Chubb locks, deadlocks and hooks; all of which affected the outcome of the tests. Members noted that the new doors would have these fitted as standard. Members noted that the standard fire test time when the Estate was built was 30 minutes and this was still the minimum standard; aiming for 60 minutes where possible, across both the Barbican and the City's social housing estates.

9. **SERVICE LEVEL AGREEMENT (SLA) QUARTERLY REVIEW: JULY-SEPTEMBER 2019**

Members received a report of the Director of Community and Children's Services which updated Members on the review of estate-wide implementation of Service Level Agreements (SLAs) and Key Performance Indicators (KPIs) for the quarter July to September 2019. The report included comments from House Officers, Resident Working Parties and an on-going action plan for each of the SLAs.

RESOLVED, that – the report be noted.

10. **SERVICE CHARGE EXPENDITURE AND INCOME ACCOUNT - LATEST APPROVED BUDGET 2019/20 AND ORIGINAL BUDGET 2020/21**

Members received a report of the Chamberlain and the Director of Community and Children's Services which set out the original budget for 2019/20 and 20/21 for revenue expenditure included within the service charge in respect of dwellings.

RESOLVED, that –

1. The provisional 2020/21 Service Charge Revenue Budget be approved and recommended for submission to the Finance Committee.
2. The Chamberlain be authorised to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews and corporate projects.

11. **REVENUE AND CAPITAL BUDGETS - LATEST APPROVED BUDGET 2019/20 AND ORIGINAL 2020/21 - EXCLUDING DWELLINGS SERVICE CHARGE INCOME AND EXPENDITURE**

Members received a report of the Chamberlain and the Director of Community and Children's Services which provided the annual submission of the revenue and capital budgets overseen by the Barbican Residential Committee. The Chamberlain agreed to circulate the breakdown on income decreases.

Members particularly noted the Resolution from the Community and Children's Services Committee, at item 12 on the agenda, in respect of the public realm budget. In respect of the programme for resurfacing the podium over the next 5

years, Members noted the challenges in keeping to the work programme, caused by above average rainfall, in addition to the next stage of the works being scrutinised by the City Corporation's Fundamental Review.

RESOLVED, that –

1. The provisional 2020/21 Revenue Budget be approved and recommended for submission to the Finance Committee, noting Members concerns about the maintenance budget for the highwalks and a request for this to be reviewed*.
2. The draft Capital Budget be approved.
3. The Chamberlain be authorised to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews and corporate projects.

12. A RESOLUTION FROM THE COMMUNITY AND CHILDREN'S SERVICES COMMITTEE

Members received a Resolution from the Community and Children's Services Committee of 7th November in respect of the public realm in and around the Barbican Estate. The Resolution responded to the BRC's original resolution on this matter on 16th September 2019. Members noted that the Resolution from the Community and Children's Services Committee (CCSC) acknowledged that, when the budget of £50,000 was transferred to the Director of Community and Children's Services, it had been rapidly subsumed into the Landlord account and not uplifted since. The CCSC had recommended that the Resolution be referred to the Corporate Asset Sub Committee, to consider whether this amount was adequate and whether it should be included in the Cyclical Works Programme.

RESOLVED, that – the Corporate Asset Sub Committee be asked to consider whether the original budget allocation of £50,000 for the highwalks maintenance in and around the Barbican Estate was adequate and whether it could be increased.

13. BARBICAN RESIDENTIAL ARREARS

Members received a report of the Director of Community and Children's Services in respect of leaseholder and tenant arrears on the Barbican Estate. Members noted a more detailed appendix on the non-public agenda at item 19.

RESOLVED, that – the report be noted.

14. BARBICAN COMMERCIAL ARREARS

Members received an annual report of the Director of Community and Children's Services in respect of commercial property arrears on the Barbican Estate. Members noted the more detailed appendix on the non-public agenda at item 20.

RESOLVED, that – the report be noted.

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

In response to a question about a recent pilot which provided additional storage space for resident parcels in the car parks during the Christmas season, a view was expressed in that residents should have been consulted but, following discussion, there majority commended officers on their initiative. In concluding the debate, Members noted that this was a non-executive operational matter, which fell outside the BRC's remit.

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

There were no items.

17. **EXCLUSION OF THE PUBLIC**

That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items 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	Paragraphs
19	1, 2 and 3
20	1, 2 and 3
21-24	3
25-26	1,2,3 and 4

18. **NON-PUBLIC MINUTES**

RESOLVED, that – the non-public minutes of the meeting held on 16th September 2019 be approved.

19. **BARBICAN RESIDENTIAL ARREARS APPENDIX**

Members received a non-public appendix in respect of agenda item 13.

20. **BARBICAN COMMERCIAL ARREARS APPENDIX**

Member received a non-public appendix in respect of agenda item 14 and noted that the City of London Police had now settled their outstanding debt of £5,000.

21. **BARBICAN TURRET JOHN WESLEY HIGH WALK - GATEWAY 3 - ISSUES REPORT**

Members received a report of the Director of Community and Children's Services in respect of the Barbican Turret at John Wesley High Walk. Members noted that this budget fell within the remit of the Corporate Asset Sub Committee, which had approved the revised project budget on 7th November 2019.

RESOLVED, that – the report be noted.

22. **BLAKE TOWER**

The Assistant Director, Barbican and Property Services was heard in respect of Blake Tower.

At 3.40pm, Members agreed to suspend Standing Orders to complete the business on the agenda.

23. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

24. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

There were no items.

Confidential agenda

25. A RESOLUTION FROM THE ESTABLISHMENT COMMITTEE

Members received a Resolution from the meeting of the Establishment Committee on 29th October 2019.

26. RESTRUCTURE OF THE BARBICAN ESTATE OFFICE

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

The meeting ended at 4pm.

Chairman

Contact Officer: Julie Mayer
tel.no.: 020 7332 1410
Julie.Mayer@cityoflondon.gov.uk

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Agenda Item 5

Committee: Barbican Residential Committee	Date: 16 th March 2020
Subject: Terms of Reference and Frequency of Meetings of the Barbican Residential Committee	Public
Report of: Town Clerk Report author: Julie Mayer	For Decision

Summary

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.

Recommendations

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.

Appendix : Order of the Court of Common Council - 25th April 2019

Contact:

Julie Mayer

Telephone: 020 7332 1410

Email: julie.mayer@cityoflondon.gov.uk

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ESTLIN, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 25th April 2019, doth hereby appoint the following Committee until the first meeting of the Court in April, 2020.
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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 2019/20**

Non-Residents:-

- 11 (4) Michael Hudson
- 3 (3) Graham David Packham, *for three years*
- 7 (3) Christopher Paul Boden
- 3 (2) Susan Jane Pearson
- 2 (2) Mark Raymond Peter Henry Delano Wheatley
- 8 (1) Jeremy Paul Mayhew
- Vacancy
- Vacancy
- Vacancy
- Vacancy
- Vacancy

Residents:-

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

Aldersgate

Randall Keith Anderson
 Adrian Mark Bastow
 Barbara Patricia Newman, C.B.E.

Cripplegate

Mark Bostock (Cripplegate Without)
 David John Bradshaw, Deputy (Cripplegate Within)
 William Pimlott (Cripplegate Within)
 Mary Durcan (Cripplegate Without)
 Stephen Douglas Quilter (Cripplegate Without)
 John Tomlinson, Deputy (Cripplegate Without)

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, e.g. 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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“You Said; We Did” - Action List – February 2020

Actions from December 2019 Barbican Residential Committee (BRC) & other outstanding issues (*updates appear in italics*)

Issue	Source	Officer
New Stores project – Stores Management Plan		
<p>The BRC approved that the Stores Management Plan be amended to increase the percentage of stores lettings to close by non-residents up to a maximum of 50%, so as to avoid the need to continually seek planning permission, but the percentage of stores lettings to close by non-residents should not exceed 25% unless further authorised by the Barbican Residential Committee.</p> <p><i>Planning Officers have confirmed that the Management Plan allows for the percentage of units required by Barbican residents to be kept under review and therefore allows for flexibility. The use of up to 50% of the stores by nearby residents is therefore allowed for within the Management Plan and no further approval from the Local Planning Authority is required.</i></p>	BRC June 19	Michael Bennett/Barry Ashton
Revenue & Capital Budgets (latest Approved Budget 19/20 & Original 20/21 – excluding dwellings service charge income & expenditure		
<i>Breakdown of the income decreases distributed to BRC Members.</i>	BRC Dec 19	Chamberlains
Contact: Michael Bennett, Head of Barbican Estates – 020 7029 3923 – barbican.estate@cityoflondon.gov.uk		

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Committee:	Date(s):
Residents' Consultation Committee Barbican Residential Committee	02 March 2020 16 March 2020
Subject: Update Report	For information
Report of: Director of Community and Children's Services	Public

Summary

Barbican Estate Office

1. Electric Vehicle Charging
2. Agenda Plan

Property Services – see appendix 1

3. Redecorations
4. Public lift availability
5. VFM 6-monthly review

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 December 2019. This report also provides updates on other issues on the estate.

1. Electric Vehicle Charging (EVC)

Following the introduction, pilot and ongoing review the BEO have been informed that Officers from the Department of the Built Environment (DBE) are reviewing EV provision and opportunities in the City including the Barbican Estate as well as the development of an EV Car Club. The DBE are leading on this and have carried out a factfinding exercise in order to develop a policy for the City which will include stakeholder engagement with resident representatives and members of the EVCWP.

As of January 2020, there were 14 permanent and 2 temporary EV Barbican resident users (there are 30 EVC points in the car parks).

2. Agenda Plan

The table below includes a list of pending committee reports:

Residents' Consultation Committee & Barbican Residential Committee

Report Title	Officer	RCC Meeting Date	BRC Meeting Date
"You Said; We Did" Actions (Separate list for RCC & BRC)	Michael Bennett	1 June	15 June
Service Level Agreement Review	Michael Bennett		
Car Park Charging Policy	Michael Bennett		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Working Party Updates: <ul style="list-style-type: none"> Gardens Advisory Asset Maintenance Background Underfloor Heating Leaseholder Service Charge 	Helen Davinson Mike Saunders Mike Saunders Anne Mason		
Update Report: <ul style="list-style-type: none"> Main update - Agenda Plan 2020 Property Services Update (Appendix 1) 	Michael Bennett		
"You Said; We Did" Actions (Separate list for RCC & BRC)	Michael Bennett	7 Sept	14 Sept
Service Level Agreement Review	Michael Bennett		
2019/20 Revenue Outturn (Excluding the Residential Service Charge Account)	Anne Mason/Chamberlains		
2019/20 Revenue Outturn for the Dwellings Service Charge Account including Reconciliation between the closed accounts and the final service charge	Chamberlains		

Relationship of BRC Outturn Report to Service Charge Schedules – RCC Only	Anne Mason		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Working Party Updates: <ul style="list-style-type: none"> Gardens Advisory Asset Maintenance Background Underfloor Heating Leaseholder Service Charge 	Helen Davinson Mike Saunders Mike Saunders Anne Mason		
Update Report: <ul style="list-style-type: none"> Main update - Agenda Plan 2020 Property Services Update (Appendix 1) 	Michael Bennett		
“You Said; We Did” Actions (Separate list for RCC & BRC)	Michael Bennett	30 Nov	14 Dec
Service Level Agreement Review	Michael Bennett		
Service Charge Expenditure & Income Account - Original Budget 2020/21 & Original Budget 2021/22	Chamberlains		
Revenue & Capital Budgets – Original Budget 2020/21 and Original 2021/22 - Excluding dwellings service charge income & expenditure	Chamberlains		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Commercial Arrears (BRC Only)	Helen Davinson		
Working Party Updates: <ul style="list-style-type: none"> Gardens Advisory Asset Maintenance Background Underfloor Heating Leaseholder Service Charge 	Helen Davinson Mike Saunders Mike Saunders Anne Mason		
Update Report: <ul style="list-style-type: none"> Main update - Agenda Plan 2021 Property Services Update (Appendix 1) 	Michael Bennett		

Background Papers:

Minutes of Residents' Consultation Committee 02 December 2019.
Reports to the Barbican Residential Committee 16 December 2019.

Contact: Michael Bennett, Head of Barbican Estates
Tel: 020 7029 3923
E:mail: barbican.estate@cityoflondon.gov.uk

3. Redecorations

Consultation is underway for the next 5-year programme. This will be followed by committee approval.

Gilbert House group have requested internal redecorations be carried out under the existing contract but excluding front doors and door surrounds whilst we determine the future door replacement project

4. Public Lift Availability

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

Lift	From April 2018 to March 2019	From April 2019 to December 2019
Turret (Thomas More)	99.90%	99.82%
Gilbert House	99.99%	99.74%

5. VFM 6-monthly review

Following a further review, the television service provided by VFM has improved. The service will continue to be monitored on a monthly basis.

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Committee(s)	Dated:
Residents' Consultation Committee Barbican Residential Committee	02 March 2020 16 March 2020
Subject: Service Level Agreements Quarterly Review October - December 2019	Public
Report of: Director of Community and Children's Services	For Information

Summary

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 October – December 2019. This report details comments from the House Officers and the Resident Working Party and an ongoing action plan for each of the SLAs.

Recommendation

Members are asked to:

- Note the report.

Main Report

Background

1. This report covers the review of the quarter for October – December 2019 following 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 October – December 2019.
3. House Officers, Resident Services Manager and the Head of Barbican Estates attended the recent SLA Working Party review meeting in October to review the SLAs and KPIs.
4. New comments from the residents Working Party (Randall Anderson, Jane Smith, David Graves, Graham Wallace, Fred Rodgers, John Tomlinson, Christopher Makin), House Officers, surveys, House Group meetings, RCC and resident general comments/complaints are incorporated into the October – December 2019 comments.

5. Actions identified following each quarterly review have been implemented where appropriate and comments are included in the action plans in Appendices 1 to 5.
6. 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.
7. All of the unresolved issues from the previous quarterly reviews to September 2019 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.
8. All of the resolved issues to September 2019 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

9. 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.
10. The review of the SLAs and KPIs for the quarter January to March will take place in April and details of this review will be presented at the June committees.

Conclusion

11. 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.

Appendices

- Appendices 1- 5 - SLA Action plans
- Appendix 6 – Key Performance Indicators

Background Papers

Quarterly reports to committee from 2005

Michael Bennett
Head of Barbican Estates

T: 020 7029 3923

E: Michael.bennett@cityoflondon.gov.uk

**APPENDIX 1
SERVICE LEVEL AGREEMENT REVIEW- CUSTOMER CARE, SUPERVISION AND MANAGEMENT 2019-20**

Quarter	Source	COMMENT/QUERY	RESPONSE/ACTION	COMPLETED
252	Oct- Dec 19	HO	Vacant House Officer post - temporary agency staff to help whilst recruitment takes place.	For comment
251	Jul - Sep 19	SLA	Could the Barbican website be advertised in the Bulletin more?	The City of London is relaunching its website in Spring 2020. The BEO will continue to promote the website in its weekly bulletins.
236	Jul - Sept 18	HO	Review of SLA booklet.	On hold due to other priorities & current resources.
			Completed Actions - House Officers as residents' champions determine whether the issue has been dealt with and completed satisfactorily GAG Gardens Advisory Group CPA Car Park Attendant LP Lobby Porter	PS Property Services LL/SC Landlord/Service Charge cost DCCS Department of Children & Community Services BOG Barbican Operational Group - senior officers from BEO and Property Services
			BAC Barbican Centre Source of comments: HO House Officers RCC Residents Consultation Committee RCC ? RCC Pre Committee Question	COM Complaint SURV Survey HGM House Group Meeting AGM House Group Annual General Meeting

**APPENDIX 2
SERVICE LEVEL AGREEMENT REVIEW - ESTATE MANAGEMENT 2019-20**

Quarter	Source	COMMENT/QUERY	RESPONSE/ACTION	COMPLETED
255 Oct - Dec 19	AGM	Clarification about the procedure for residents ordering take-aways to be issued by BEO. This will assist security of the blocks. Concierge to notify House Officers when a new resident moves onto the Estate and clarify if a leaseholder or sub-tenant.	Extremely hard to police. Would assist the delivery drivers. Breton as pilot, review in 3 months. SLA WP agrees. Welcome card is a work in progress.	

**APPENDIX 3
SERVICE LEVEL AGREEMENT REVIEW - PROPERTY MAINTENANCE 2019-20**

Quarter	Source	COMMENT/QUERY	RESPONSE/ACTION	COMPLETED
228	Oct - Dec 19	COM	Recommendation from a Stage 3 complaint was made that the residents should be better informed of any delays to Repairs.	
227	Oct - Dec 19	PS/HO	Weekly meetings held with Repairs & Maintenance contractor to provide an update on outstanding orders.	
225	Jul-Sept 19	SLA WP	Urgent repairs KPI has fallen off. Why specifically Priority 1?	Raised at BOG meeting with senior Property Services Officers. All R&M KPIs increased above target for Oct/Dec quarter.
220	Apr - Jun 19	Res	Repairs feedback forms with cost of works to be included.	The BEO is due to "Go Live" on a new Housing Management System in Spring 2020. It is expected that this system will enable a survey to be sent to residents at the end of the work with an accurate cost attached. SLA WP will monitor further.
212	Apr - Jun 19	HO and res	VFM TV and broadband service.	Agreed that BEO would monitor the level of service over 6 months before we remove it from the license and seek alternative contractors. The results of this review was that some residents are noticing that there are some isolated TV concerns, which were being resolved via the use of amplifiers. Broadband Service was generally very good. The monitoring period has been extended for a further 6 months until November 2019. There have been less issues during this review period. Update expected to March RCC update report.
219	Apr - Jun 19	HO & PS	Several new staff members at the Repairs Call Centre. HOs have noted some priority assignment issues when raising orders.	Additional training has been given. ✓

**APPENDIX 4
SLA AGREEMENT REVIEW - MAJOR WORKS 2019-20**

Quarter	Source	COMMENT/QUERY	RESPONSE/ACTION	COMPLETED
168 Jul-Sept 19	SLA	Rubbish being left after tank replacement project. To be reiterated to contractors.	An issues list for this project is in place and reviewed regularly by the House Officers.	✓

**APPENDIX 5
SERVICE LEVEL AGREEMENT REVIEW - OPEN SPACES 2019-20**

Quarter	Source	COMMENT/QUERY	RESPONSE/ACTION	COMPLETED
179	Oct-Dec 19 SLA	Internal SLA - Open Spaces to BEO. What is included in relation to the Barbiach Wildlife Garden?		
178	Oct-Dec 19 HO	Podium is quite weedy at the moment.	Open Spaces have been reviewing their procedures and training when using chemicals and have not been spraying for the last 3 months. We have asked Open spaces for alternatives and timescales for when they will be spraying again and await their feedback.	
177	Apr - Jun 19 SLA	New garden recycling still has some issues and needs further publicity (locations, where soil can go).	New trial planned for Spring 2020. Information has just been distributed to residents.	
<div data-bbox="730 2101 895 2145" data-label="Page-Footer">Page 27</div> <div data-bbox="1458 1099 1490 1189" data-label="Page-Footer">Page 1</div> <div data-bbox="1474 163 1506 297" data-label="Page-Footer">18/02/2020</div>				

Appendix 6. Barbican KPIs 2019-20

Title of Indicator	TARGET 2019/20	ACTUAL 2017/18	Oct to Dec 2018	Jan to Mar 2019	Apr to June 2019	Jul - Sept 2019	Oct - Dec 2019	PROGRESS AGAINST TARGET	COMMENT
Customer Care									
Answer all letters satisfactorily with a full reply within 10 working days	100%	100%	100%	100%	100%	100%	100%	😊	25 letters met the KPI
Answer all emails to public email addresses within 1 day and a full reply to requests for information within 10 days	100%	100%	100%	96%	100%	100%	100%	😊	82 emails met the KPI
To resolve written formal complaints satisfactorily within 14 days	100%	100%	100%	100%	100%	100%	100%	😊	3 at Stage 1 and 1 at Stage 2
Repairs & Maintenance									
% 'Urgent' repairs (complete within 24 hours)	95%	99.8%	97%	99%	95%	94%	100%	😊	
% 'Intermediate' repairs (complete within 3 working days)	95%	99.3%	97%	98%	96%	93%	99%	😊	
% 'Non-urgent' repairs (complete within 5 working days)	95%	99.0%	96%	96%	96%	95%	99%	😊	
% 'Low priority' repairs (complete within 20 working days)	95%	98.2%	91%	91%	94%	91%	99%	😊	

Title of Indicator	TARGET 2019/20	ACTUAL 2017/18	Oct to Dec 2018	Jan to Mar 2019	Apr to June 2019	Jul - Sept 2019	Oct - Dec 2019	PROGRESS AGAINST TARGET	COMMENT
Availability % of Barbican lifts	Tower lifts 99%	Tower lifts 99%	99.42%	98.23%	99.51%	99.36%	99.84%	😊	
	Terrace lifts 99%	Terrace lifts 98.9%	99.74%	99.71%	98.80%	98.52%	99.38%	😊	
Percentage of communal light bulbs - percentage meeting 5 working days target	90%	96%	87%	92%	92%	94%	87%	😞	252 out of 289 lights met the KPI
Background heating -percentage serviced within target. Total loss 24hrs/ Partial loss 3 working days	Total 90% Partial 90%	Total 100% Partial 98.5%	Total 100% Partial 97.87%	Total 100% Partial 100%	N/A	N/A	Total 100% Partial 100%	😊	
Communal locks & closures - percentage of repeat orders raised within 5 working days of original order	0%	0%	0%	0%	0%	0%	0%	😊	
Replacement of lift car light bulbs - percentage meeting 5 working days target	90%	100%	100%	100%	100%	100%	100%	😊	

Title of Indicator	TARGET 2019/20	ACTUAL 2017/18	Oct to Dec 2018	Jan to Mar 2019	Apr to June 2019	Jul - Sept 2019	Oct - Dec 2019	PROGRESS AGAINST TARGET	COMMENT
New KPI for % of 15% repairs checks from October 2019. How many jobs failed inspection?			XX	XX	XX	0.80%	0.00%	☺	22.6% of all jobs checked. 0 fails
Estate Management									
House Officer 6-weekly joint inspections with House Group representatives monitoring block cleaning - good and very good standard (& outstanding)	90%	94%	98%	93%	95%	95%	95%	☺	
House Officer 6-weekly joint inspections with House Group representatives monitoring communal window cleaning - good and very good standard	80%	92%	92%	97%	91%	95%	93%	☺	
House Officer 6-weekly joint inspections with House Group representatives monitoring podium cleaning - good and very good standard	80%	84%	98%	100%	100%	98%	100%	☺	
House Officer 6-weekly joint inspections with House Group representatives monitoring car park cleaning - good and very good	80%	89%	100%	100%	100%	100%	95%	☺	
Open Spaces									
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	80%	100%	100%	N/A	N/A	100%	100%	☺	
Major Works									
% Overall Resident satisfaction of completed Major Works Projects (£50k+)	90%	95%	N/A	N/A	N/A	N/A	N/A		
Short Term Holiday Lets									
Possible STHL reported to BEO because of noise or nuisance	NA	NA	1	0	0	0	0		

Title of Indicator	TARGET 2019/20	ACTUAL 2017/18	Oct to Dec 2018	Jan to Mar 2019	Apr to June 2019	Jul - Sept 2019	Oct - Dec 2019	PROGRESS AGAINST TARGET	COMMENT
STHL reported to BEO after being found on a website and being investigated	NA	NA	0	1	1	5	0		
STHL at Stage 1	NA	NA	0	0	0	0	0		
STHL at Stage 2	NA	NA	0	0	0	0	0		
Lease Enforcement cases									
Number of officer cases regarding breaches of lease (specifically installation of wooden floors/non-carpeted floors and animals)	NA	NA	1	4	1	0	3		
Number of cases outstanding.	NA	NA	1	3	1	1	3		

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Agenda Item 9

Committee(s) Residents' Consultation Committee Barbican Residential Committee	Date(s): 02032020 16032020
Subject: Progress of Sales & Lettings	Public
Report of: Andrew Carter Director of Community and Children's Services	For Information
Report author: Anne Mason	

Summary

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.

Recommendation:

That the report be noted.

Main Report

BACKGROUND

1. The acceptance of surrenders of tenancies and the sale and letting of flats are dealt with under delegated authority.

SURRENDERS/TERMINATIONS

2. There are no new surrenders.

RIGHT TO BUY SALES

- 3.

	19 February 2020	20 December 2019
Sales Completed	1079	1079
Total Market Value	£94,546,908.01	£94,546,908.01
Total Discount	£29,539,064.26	£29,539,064.26
NET PRICE	£65,007,843.75	£65,007,843.75

OPEN MARKET SALES

4.

	19 February 2020	20 December 2019
Sales Completed	860	857
Market Value	£157,969,271.97	£155,269,271.97

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.

CASE	Block	Floor	Type	Price	Remarks as at 19/02/2020
1	John Trundle Court	2	F2A	£525,000	Completed
2	Speed House	1	20	£800,000	Proceeding
3	Willoughby House	1	93	£670,000	Proceeding

COMPLETED SALES

9. Since the last report the sales of 1 John Trundle Court, 42 John Trundle Court and 312 Cromwell Tower have completed.

SALES PER BLOCK

10.

BLOCK	TOTAL NO. OF FLATS	TOTAL NO. SOLD	NET PRICE £	% NO. OF FLATS SOLD
ANDREWES HOUSE	192	184	16,648,760.00	95.83
BEN JONSON HOUSE	204	196	14,877,454.83	96.08
BRANDON MEWS	26	24	1,057,460.00	92.31
BRETON HOUSE	111	109	8,506,712.50	98.20
BRYER COURT	56	55	2,307,338.50	98.21
BUNYAN COURT	69	67	5,384,280.00	97.10
DEFOE HOUSE	178	173	17,414,782.50	97.19
FROBISHER CRESCENT	69	69		100.00
GILBERT HOUSE	88	87	11,046,452.50	98.86
JOHN TRUNDLE COURT	133	133	5,467,527.50	100.00
LAMBERT JONES MEWS	8	8	1,400,000.00	100.00
MOUNTJOY HOUSE	64	63	5,925,723.50	98.44
THE POSTERN/WALLSIDE	26	22	5,959,130.00	84.62
SEDDON HOUSE	76	75	8,445,677.50	98.68
SPEED HOUSE	114	108	12,468,148.50	94.74
THOMAS MORE HOUSE	166	162	13,668,455.00	97.59
WILLOUGHBY HOUSE	148	146	14,337,670.50	98.65
TERRACE BLOCK TOTAL	1728 (1728)	1681 (1679)	144,915,573.33 (143,915,573.33)	97.28 (97.16)
CROMWELL TOWER	112	103	27,005,801.00	91.96
LAUDERDALE TOWER	117	114	24,553,779.63	97.44
SHAKESPEARE TOWER	116	110	27,300,415.76	94.83
TOWER BLOCK TOTAL	345 (345)	327 (326)	78,859,996.39 (77,159,996.39)	94.78 (94.49)
ESTATE TOTAL	2073 (2073)	2008 (2005)	223,775,569.72 (221,075,569.72)	96.86 (96.72)

Frobisher Crescent and the freehold Wallside properties have now been included in the table.

Anne Mason

Revenues Manager

T: 020 7029 3912

E: anne.mason@cityoflondon.gov.uk

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Committee(s)	Dated:
Barbican Residents Consultation Committee Barbican Residential Committee	02 March 2020 16 March 2020
Subject: Fire Safety Update	Public
Report of: Director of Community & Children's Services	For Information
Report author: Paul Murtagh Assistant Director Barbican & Property Services	

Summary

The purpose of this report is to update Members on the progress that has been made in relation to fire safety matters since the last update report submitted to Committee in September 2019.

Recommendation

Members are asked to note, consider and comment on the report.

Main Report

Background

1. In September 2017, a detailed report was brought to this Committee to update Members on the City of London Corporation's (the Corporation) approach to fire safety on the Barbican Estate. The report informed Members of the progress we had made with matters such as:
 - fire risk assessments,
 - communication with residents,
 - estate management,
 - fire safety maintenance and improvement work,
 - inspections by the London Fire Brigade (LFB),
 - potential future improvement works.
2. Subsequently, further update reports have been brought back to Committee on a regular basis with the last one being September 2019. In addition, at its meeting on 4 June 2018, the Committee received a report entitled 'Fire Safety Review', which informed Members of the work that has been done on potential improvement works to enhance the safety of the CoLC's Barbican Residential Estate and its

residents in the event of fire. The report also sought guidance from Members on the strategic direction the CoLC should take in its future approach to fire safety.

3. This paper is intended as a further update.

Fire Risk Assessments

4. As Members will be aware, Frankham Risk Management Services Limited completed FRAs for each of the residential blocks on the Barbican Estate in January/February 2018 and, as agreed by Members, these were published on the CoLC's website.
5. At its meeting on 17 September 2018, Members were first presented with the 'Specific Hazard Identification and Action Plan Template for Fire Risk Assessments', which lists the recommendations from all the FRA's on the Barbican residential blocks. Officers continue to work on the various recommendations contained within the Action Plan and good progress is being made. An updated version of the Action Plan is included at Appendix 1 to this report.
6. Carrying out FRA's under the Regulatory Reform (Fire Safety) Order 2005 (RRO), is a vital and legally required part of the CoLC's fire safety strategy for its residential portfolio. The RRO does not specify how often FRA's should be carried out or reviewed. However, the Local Government Association (LGA) has published guidance on fire safety in purpose-built blocks of flats, which recommends the following procedure for FRA's:

Low-rise blocks up to 3-storeys built in the last 20 years

- reviewed every 2 years;
- redone every 4 years.

For blocks with higher risks (such as age), or those more than 3-storeys high

- reviewed every year;
- redone every 3 years.

7. Up until recently, the FRA's for the Barbican residential blocks had been done annually. The FRA's from January/February 2018 have again been reviewed and mandated in line with the Corporation's auditing procedures for FRA's.
8. Clearly, simply carrying out FRA's is worthless if they are not updated regularly and the improvement work identified is not undertaken. As Members will appreciate, a considerable amount of fire safety work has been done, is being done and is scheduled to be done to maintain the Barbican residential blocks at the required standard.
9. There is no requirement for, or value in, commissioning further FRA's this year and the focus will be on continuing the progress we are making on the improvements identified in the Action Plan appended to this report. However, it is intended that new Type 3 FRA's will be undertaken on the Barbican Estate early in 2021.

Fire Doors

10. As Members will be aware from previous reports, random sample testing of a limited number of front entrance door sets to individual flats in the Barbican has been carried out. This has been an arduous process as a result of the planning requirements relating to the temporary and permanent replacement door sets and, the lack of available testing facilities across the country.
11. The details of the three door sets that were tested are summarised below:

252 Shakespeare Tower

Description: Latched, single leaf, single acting door set with sidescreen and overpanel.
Tested by: Exova Warringtonfire, High Wycombe
Times to failure: Integrity – 35 minutes
Insulation – 24 minutes

When this door set was originally installed, it complied fully with the Building Regulations at the time. The destructive testing has shown that the integrity of the door (resistance to fire) exceeds the modern standard of 30 minutes. In terms of the insulation test, the door failed to meet the modern standard, albeit marginally (six minutes). However, the real problem with this particular door set, was its failure to deal with the passage of smoke. The test showed that smoke was penetrating the door set after a very short period of time (just over two minutes).

A copy of the test report for this particular property is included for Members consideration at Appendix 2 to this report.

9 Breton House

Description: Latched, single leaf, single acting door set with side service cupboard.
Tested by: Centrum Techniki Okretowej, Poland
Times to failure: Integrity (Doorset) – 18 minutes
Integrity (Service cupboard) – 22 minutes

When this door set was originally installed, it complied fully with the Building Regulations at the time. The destructive testing has shown that the integrity of the door set (resistance to fire) does not meet the modern standard of 30 minutes (failed after 18 and 22 minutes). In addition, the door set failed to deal with the passage of smoke. The test showed that smoke was penetrating the door set and service cupboard after a very short period of time (less than two minutes in both cases).

86 Thomas More House

Description: Latched, single leaf, single acting door set with side cupboard door and glazed sidescreen.

Tested by: Laboratory BadanOgniwych, Poland
Times to failure: Integrity (Doorset) – 5 minutes
Integrity (Service cupboard) – 5 minutes
Integrity (Glazed screen) – 8 minutes

When this door set was originally installed, it complied fully with the Building Regulations at the time. The destructive testing has shown that the integrity of the door set (resistance to fire) does not meet the modern standard of 30 minutes (both doors failed after 5 minutes).

12. The planned destructive door set testing (including associated screens and panels) for the Barbican Estate is now complete. The destructive testing has shown that all door sets tested fail to meet the modern standards for fire resistance. It is the recommendation of officers that consideration needs to be given to replacing front door sets to all residential properties on the Barbican Estate with new modern replacements that comply with Approved Document B – Fire Safety of the Building Regulations.

Communication with residents

13. Members will recall that detailed information, in the form of 'Frequently Asked Questions' bulletins, was produced specifically for the Barbican Estate. This was distributed to all House Groups and to residents through our email broadcast service and has also been posted on the Housing Fire Safety pages on the City's website. This information is reviewed on a regular basis and is updated as the fire safety improvement works progress.
14. With the exception of Frobisher Crescent, which is dealt with separately in this report, there have been no new significant fire safety issues raised by residents since the last update report in September 2019. Detailed information on fire safety remains available on the City's website.

Estate Management

15. Barbican Estate staff continue their work to ensure that balconies, walkways and exits are kept clear from hazards. This includes the removal of combustible material from outside properties, along with any items which might cause a trip hazard for residents or firefighting crews in the event of an emergency.

London Fire Brigade (LFB)

16. At the time of the last update report in September 2019, it was reported that the LFB was carrying out more frequent ad-hoc inspections on residential flat blocks across the City to ensure that they comply with the requirements of the Regulatory Reform (Fire Safety) Order 2005 and to ensure that appropriate FRAs are being carried out. Whilst the LFB continues to carry out regular checks and familiarisation visits on the Barbican Estate, there have been no subsequent ad-hoc formal inspections by the LFB.

17. It is worth noting however, that officers have developed a healthy working relationship with the LFB and regularly consult with and seek the advice of the LFB on fire safety matters.

18. On 29 November last year, Members and officers met with David Bulbrook, Borough Commander of the City of London Fire Brigade to discuss fire safety matters relating to the Barbican Estate including:

- the practicality of maintaining a 'stay-put' policy in the aftermath of the Grenfell tragedy;
- an understanding as to how the LFB would tackle a fire in one of the towers on the Barbican Estate;
- response times for the LFB when attending emergencies on the Barbican Estate;
- an assessment on the perceived safety of the Barbican Estate in terms of fire;
- sharing knowledge and information about the Barbican Estate and its residents.

19. It was generally felt that the meeting was extremely helpful for all those in attendance and, Barbican Members in particular were reassured by the discussion that took place.

Frobisher Crescent

20. Members will be aware from the last Fire Safety Update Report to this Committee that following the completion of a sample survey of the communal areas and individual dwellings in Frobisher Crescent, deficiencies with the existing compartmentation/fire stopping had been identified.

21. In order to identify the full extent of this problem, a more detailed and specialist survey was undertaken by Guardian Consultancy Services Limited. This survey was completed in December last year and, confirms the full extent of the deficiencies and, the extent of the remedial work required.

22. On the basis of this survey, officers made a Capital Bid for £600,000 to fund the necessary remedial works to the communal areas and individual dwellings in Frobisher Crescent. We have recently been advised that the bid has been approved and, the funding will be available from 1 April this year. We are currently working on the Specification for the extensive remedial works and, it is expected that tender will be obtained by the end of March and, work will commence on site in May/June. It has been agreed that residents will not be recharged the cost of this work.

23. As has been explained previously, we continue to work very closely with our colleagues in the Barbican Arts Centre to ensure that all future fire safety works commissioned by the Estate Office for Frobisher Crescent and the Arts Centre are aligned.

24. It must be remembered however, that whilst the problem identified with the compartmentation/fire stopping is of concern, the overall Risk Assessment of Fire Safety for Frobisher Crescent is 'low'. The design and construction of the three residential floors does incorporate important fire safety measures including:

- secondary means of escape for all flats;
- the installation of hard-wired (plus battery backup) smoke detection, installed to LD3 standard;
- smoke detection in the corridors that is linked to the operation of the fire doors with, an additional activation link to the 24-hour concierge service in Shakespeare Tower;
- appropriate door compartmentation within the corridors.

Further specialist fire safety survey

25. Due to the unique nature of the Barbican Estate, some Members have previously suggested that a more detailed specialist fire safety survey be undertaken on a representative sample of flat blocks on the Estate. The purpose of this specialist survey would be to review and assess specific fire safety precautions such as:

- Communal fire doors;
- Smoke control measures;
- Fire alarm and fire detection measures;
- Escape routes;
- Ventilation provisions.

26. This specialist survey would also satisfy some of the recommendations of the FRA's that were carried out by Frankham Risk Management Services Limited in January/February 2018 and, will help fill in some of the 'gaps' in our understanding of how the residential buildings will perform in the event of a fire. In addition, consideration can also be given to the Phase 1 recommendations made by Sir Martin Bick in relation to the Grenfell fire.

27. In line with the wishes of some Members, discussions have taken place with representatives of Arup, a specialist consultancy firm that was involved in the construction of the Barbican Estate and retains significant knowledge and expertise of its design and maintenance.

28. Arup has recently submitted a fee proposal for the specialist survey of four representative blocks on the Barbican Estate based on the following methodology:

- Stage 1 – desktop review and familiarisation;
- Stage 2 – site survey;
- Stage 3 – site testing.

29. Officers will be submitting a non-public report (due to the commercial sensitivity) to the Barbican Residential Committee meeting on 16 March seeking approval to the appointment of Arup to carry out the specialist survey as outlined above.

Appendices

Appendix 1 – Fire Safety Action Plan

Appendix 2 – Test Report for 252 Shakespeare Tower

Paul Murtagh, Assistant Director, Barbican & Property Services

T: 020 7332 3015 E: paul.murtagh@cityoflondon.gov.uk

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Estates	Observation/Issues	Consideration and recommendation	Block	Risk Priority & Action completed by Date	Responsible Team	Timescale	Cost	Comments
Barbican Estate	Evidence was not available to confirm relevant electrical equipment such as communal area heating appliances; are subject to PAT.	Ensure relevant equipment is subject to a robust PAT by a competent person.	Only Tower blocks (Except Lambert Jones Mews, Postern & Wallside)	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Regular testing programme in place. Certificates filed centrally. Will be made available before FRA in future.
Barbican Estate	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure a robust programme of 5 year fixed wiring testing is implemented.	All blocks and car parks	Priority-C 28 days Medium	Housing Property Services	Completed	£20,000 per annum	Detailed pre-survey completed, programme now commenced.
Barbican Estate	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks and car parks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
Barbican Estate	<ul style="list-style-type: none"> The flat entrance door is consistent with those throughout the block. It does not comply with current standards. It appears to be of substantial construction, without substantial rebates, smoke strips or intumescent seals, hinges x3 do not appear to be of fire resisting standard. The centre hinge appears to be of spring loaded design, to assist with door closing; however it was noted that this arrangement did not result in the door self-closing effectively. 	Due to the opportunity for means of escape in 2 directions; this situation is considered acceptable. Consideration should be given to upgrading/replacing doors on the means of escape routes; to current standards as part of any future refurbishment program. Consideration should be given to implementing a robust program of testing and servicing for spring loaded hinges; to ensure final exit doors close effectively.	All blocks	Priority-D 3 Months Low	Housing Property Services	31-Mar-20	£50,000 research and maintenance programme.	Destructive testing of front entrance doors confirm that they are generally not up to modern standard. Estimates for further investigative work received.
Barbican Estate	It was noted that in some instances lobby doors are not provided with smoke seals. Ensure all such doors are provided with adequate protection against the spread of smoke.	Ensure all such doors are provided with adequate protection against the spread of smoke.	All blocks (Except Lambert Jones Mews & Postern)	Priority-D 3 Months Low	Housing Property Services	31-Mar-20	£30,000	Pre-survey to identify full extent of works. Estimates for further investigative work received.
Barbican Estate	<ul style="list-style-type: none"> It was noted that numerous doors to electrical intakes, service risers, plant rooms, stores and similar; within escape routes are not provided with 'fire door keep shut' signs. Lobby doors are not provided with 'fire door keep shut signs'. 'Do not use lift in case of fire' signs are not displayed adjacent to lift enclosures. 	Ensure appropriate signs are displayed.	Andrew House , Ben Johnson, Brandon Mews	Priority-C 28 days Medium	Housing Property Services	31-Mar-20	£120,000	Signage survey has been completed. Tenders received and, contract awarded. Work to start mid-March with completion by the end of August.
Barbican Estate	Fire action notices are inconsistently displayed in communal areas and the guidance is ambiguous in respect of a 'stay put' evacuation strategy.	Consideration should be given to replacing this signage with more definitive instructions; displayed in a consistent manner.	All blocks	Priority-D 3 Months Low	Housing Property Services	31-Mar-20	Included in above.	As above.
Barbican Estate	It was noted that portable fire extinguishers are provided within communal areas. Typically fire extinguishers are not provided within this type of property as residents are unlikely to have been appropriately trained.	Consideration should be given to their removal.	All blocks and car parks	Priority-C 28 days Medium	Barbican Estate Office	Completed	N/A	Fire extinguishers in plant rooms serviced to ensure they are fit-for-purpose.
Barbican Estate	<p>As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises. The brief was to randomly sample 6 categories from a detailed list detailed above. In this instance the only records available at the Estate Office were as follows;</p> <ul style="list-style-type: none"> Whilst it is evident that Allied Protection are maintaining fire alarm systems; contractors are not updating documented records. Records were not available to evidence the recently implemented program of fire door inspections. Fire stopping registers are not in place; this has specific relevance in respect of PDA's & EDA's. Records of fire brigade operation attendances are not maintained. It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved. Portable firefighting equipment is out of test date; this situation is expected to be resolved in response to relevant guidance provided elsewhere in this report. 	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks and car parks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Regular testing programme in place. Certificates filed centrally. Will be made available before FRA in future.
Barbican Estate	The emergency services box contained; 1) Estate block plan map. 2) Useful telephone numbers list. 3) Block plan.	Consideration should be given to liaising with London Fire Brigade to rationalise/standardise the information contained within the premises information box.	All blocks	Priority-C 28 days Medium	Barbican Estate Office	Completed	N/A	All 36 'Premises Information' boxes at the entrances to the blocks and car parks have been updated to include Estate plans, block plans, and contact numbers for the emergency services.
Barbican Estate	It was noted that portable fire extinguishers within communal areas and plant rooms (provided for use by competent persons) have not been subject to servicing within the past 12 months.	Subject to comments in 19.4, ensure all such equipment is robustly maintained.	All block and car parks (Except Lambert Jones Mews & Postern)	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	
Barbican Estate	<p>What appears to be a BS 5839 pt 6 category LD3 grade F fire alarm system is installed.</p> <ul style="list-style-type: none"> A means of providing detection and warning was not provided. The domestic smoke detector did not function when tested. Accommodation is largely of open plan design across all levels. Where provided doors to the internal escape route are unlikely to comply with current standards. It should be noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may compromise the internal means of escape from their or a neighbouring dwelling. What appear to be original nonfire rated room dividers are present (Cromwell Tower) Domestic smoke detectors x2 were provided. (John Trundle Court) A means of providing detection and warning was not provided. (John Trundle Court) Accommodation is largely of open plan design across all levels. (John Trundle Court) Where provided doors to the internal escape route are unlikely to comply with current standards. (John Trundle Court) Alternative means of escape routes provide direct access to the communal escape balcony at both the lower level and at the upper level, to a shared enclosed balcony; from where further escape should be made via the neighbouring dwelling. (John Trundle Court). Significant structural alterations have created a largely open plan flat; with non-fire rated room dividers. (Lauderdale Tower) 	As a compensatory feature in respect of internal configuration; consideration should be given to installing/upgrading a fire alarm system to BS 5839 pt 6 category LD2 grade D.	All blocks	Priority-B 4 days High	Housing Property Services	31-Mar-20	£20,000	Further specialist detailed Fire Management Survey is being carried out. Initial surveys suggest that many of the improvements identified in the FRA's are unnecessary and are mitigated by the design of the building.
Barbican Estate	It should be noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may compromise the internal means of escape from their or a neighbouring dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	All blocks	Priority-C 28 days Medium	Barbican Estate Office	Completed	N/A	Part of ongoing inspection regime carried out by House Officers in Barbican Estate Office.

Barbican Estate	<ul style="list-style-type: none"> Vertical service risers which serve multiple dwellings are present; residents/contractors potentially have access to these enclosures for the purposes of alterations/maintenance to services. It was not possible to determine the standard of fire resistance provided between the flat and communal stair afforded by glazed partitions. It appears that flats were originally provided with a non-fire rated 'pass door' arrangement adjacent to the main entrance/exit door; in this instance this facility is still available. 	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern. Consideration should be given to implementing a program of scheduled cleaning for communal kitchen extraction installations.	Andrew House , Ben Johnson, Brandon Mews, Defoe House, Frobisher Crescent, Speed House	Priority-C 28 days Medium	Housing Property Services	31-Mar-20	£25,000	Further specialist detailed Fire Management Survey is being carried out. Initial surveys suggest that many of the improvements identified in the FRA's are unnecessary and are mitigated by the design of the building.
Barbican Estate	Appropriate 'no smoking' signs are not prominently displayed within communal areas.	Ensure appropriate signs are displayed.	Brandon Mews	Priority-D 3 Months Low	Housing Property Services	Completed	N/A	
Barbican Estate	It was noted that the final exit doors to alternative MOE from rooftop plant rooms are fitted with inappropriate locking mechanisms.	It is recommended that failsafe devices; such as push paddles or similar are fitted.	Brandon Mews	Priority-E Project Planning Low	Housing Property Services	31-Mar-20	£2,500	Part of maintenance programme.
Barbican Estate	Where provided doors to the internal escape route do not appear to comply with current standards. <ul style="list-style-type: none"> A loft hatch and ladder arrangement provide internal access from 02 level the 03 level garage; where an alternative means of escape is available. It is assumed that the original design provide a permanent staircase between these levels. A means of providing detection and warning was not provided. 	As a compensatory feature in respect of internal configuration; consideration should be given to installing/upgrading a fire alarm system to BS 5839 pt 6 category LD2 grade D.	Brandon Mews	Priority-B 4 days High				
Barbican Estate	<ul style="list-style-type: none"> Vertical service risers which serve 2 dwellings are present; residents/contractors potentially have access to these enclosures for the purposes of alterations/maintenance to services. 	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	Brandon Mews,	Priority-C 28 days Medium	Housing Property Services	31-Mar-20	£5,000	Further specialist detailed Fire Management Survey is being carried out. Initial surveys suggest that many of the improvements identified in the FRA's are unnecessary and are mitigated by the design of the building.
Barbican Estate	The inadequate provision of electrical socket outlets, within the kitchen area; encourages the potentially hazardous use of multi adapters, trailing leads and similar.	Consideration should be given to providing additional electrical socket outlets in the kitchen area.	Ben Johnson, Breton House, Bryer Court, Bunyan Court, Defoe House, Mountjoy House, & Willoughby House	Priority-C 28 days Medium	Housing Property Services	31-Mar-20	£100,000	We are only responsible for the kitchens in our rented homes. We have introduced an electrical testing programme that will pick up this improvement work.
Barbican Estate	It was noted that in some instances discarded trade materials and general waste has been allowed to accumulate in riser cupboards.	Implement robust management arrangements to ensure all such areas are maintained free from inappropriate storage.	Cromwell Tower, Lauderdale Tower & Shakespeare Tower	Priority-C 28 days Medium	Barbican Estate Office	Completed	N/A	Dealt with through inspection process carried out by Barbican Estate Office.
Barbican Estate	It was noted that in a number of instances what appears to have been unauthorised structural alterations have been undertaken by/on behalf of residents. This has resulted in compromised standards of compartmentation between individual flats and the communal risers.	Ensure appropriate remedial actions are implemented to achieve and maintain current standards.	Cromwell Tower, Lauderdale Tower & Shakespeare Tower	Priority-D 3 Months Medium	Housing Property Services	Completed	£40,000 per annum	We have appointed a Technical Surveyor to oversee the Landlord's Approval process.
Barbican Estate	Anecdotal evidence from the tenant suggested that lack of maintenance to the kitchen extraction system has previously resulted in a small fire; elsewhere on the estate.	Consideration should be given to implementing a program of scheduled cleaning for communal kitchen extraction installations.	John Trundle Court	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Inspection and maintenance programme in place.
Barbican Estate	<ul style="list-style-type: none"> The internal original configuration appears to have been of; entrance hall, kitchen, bedrooms, lounge and bathrooms. Where provided doors to the internal escape route appear to comply with current standards. Alternative means of escape are provided via external stairs to the communal flat roofs and a place of ultimate safety. Domestic smoke detectors are provided. 	As a compensatory feature in respect of internal configuration; consideration should be given to installing/upgrading a fire alarm system to BS 5839 pt 6 category LD2 grade D. CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may have implications to the overall fire safety of the premises.	Lambert Jones Mews, Postern	Priority-D 3Months Low	Housing Property Services	31-Mar-20	£20,000	Further specialist detailed Fire Management Survey is being carried out. Initial surveys suggest that many of the improvements identified in the FRA's are unnecessary and are mitigated by the design of the building. Management protocols have been reviewed and deemed satisfactory. Installation of alarm systems not deemed appropriate.
Barbican Estate	<ul style="list-style-type: none"> Visual inspection of compartmentation between neighbouring dwellings (via walls and ceilings) did not identify any obvious areas of concern. Vertical service risers which serve 2 dwellings may be present; residents/contractors potentially access these enclosures for the purposes of alterations/maintenance to services. 	Consideration should be given to the targeted inspection of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	Lambert Jones Mews & Postern	Priority-D 3Months Low	Housing Property Services	31-Mar-20	£5,000	Low risk - further detailed surveys to be carried out as part of inspection process.
Barbican Estate	<ul style="list-style-type: none"> Alternative means of escape are provided via communal balconies 	Consideration should be given to upgrading/replacing doors on a single means of escape route to achieve compliance with current standards. Where the opportunity for means of escape in 2 directions is available; this situation is considered acceptable. Consideration should be given to upgrading/replacing doors on the means of escape routes; to current	Thomas More House	Priority-C 28 days Medium	Housing Property Services	31-Mar-20	£50,000 research and maintenance programme.	Destructive testing of front entrance doors confirm that they are generally not up to modern standard. Estimates for further investigative work received.
Barbican Estate	Whilst emergency action notices were provided, it not considered that sufficient signs are displayed in prominent positions throughout the car park.	Ensure appropriate signs are displayed.	All car parks	Priority-C 28 days Medium	Housing Property Services	31-Mar-20	£120,000	Signage survey has been completed. Tenders received and, contract awarded. Work to start mid-March with completion by the end of August.
Barbican Estate	It was noted; That fire doors to protected escape routes do not consistently display 'fire door keep shut' signage'. <ul style="list-style-type: none"> Doors to plant rooms, service cupboards and similar do not consistently display 'fire door keep locked' signage. 	Ensure appropriate signs are displayed.	All car parks	Priority-D 3 Months Medium	Housing Property Services	31-Mar-20	£120,000	Signage survey has been completed. Tenders received and, contract awarded. Work to start mid-March with completion by the end of August.
Barbican Estate	Whilst adequate compensatory lighting is provided; it was not possible to determine whether adequate emergency escape lighting is provided to escape routes.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All car parks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.

Exova Warringtonfire
Chiltern House
Stocking Lane
Hughenden Valley
High Wycombe
Buckinghamshire
HP14 4ND

T: +44 (0) 1494 569 800
F: +44 (0) 1494 564 895
E: globalfire@exova.com
W: www.exova.com



Testing, calibrating, advising.

Title:

The fire resistance performance of a single leaf single acting doorset with side screen and overpanel, when tested in accordance with BS 476: Part 20/22: 1987

WF Report No:

399929



Prepared for:

Housing Property
Services

City of London
Corporation
Barbican Estate Office
Ground Floor
3 Lauderdale Place
London EC2Y 8EN

Test date:

2nd June 2018



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Summary of Performance

The following performance was achieved from the specimen tested. Full details of the testing and specimen construction are described in the report.

Results: Fire resistance test in accordance with BS476: Part 20/22: 1987	Times to failure:			
	<table border="1"> <tr> <td>Integrity</td> <td>35 (thirty five) minutes</td> </tr> <tr> <td>Insulation</td> <td>24 (twenty four) minutes*</td> </tr> </table> <p>* Roving thermocouple reading recorded on side screen</p>	Integrity	35 (thirty five) minutes	Insulation
Integrity	35 (thirty five) minutes			
Insulation	24 (twenty four) minutes*			

	<p>Summary of specimen:</p> <p>A latched single leaf single acting doorset with sidescreen and overpanel opening in towards the furnace</p> <p>Leaf size – 1995mm high x 915 wide x 45mm thick</p> <p>Overpanel size – 340mm high x 860mm wide x 45mm thick</p> <p>Sidescreen size – 2290mm high x 490mm wide x 45mm thick</p>
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1 Introduction

The doorset was manufactured and supplied for test by the client and delivered on 29th May 2018. Exova Warringtonfire constructed a plasterboard clad timber stud supporting construction and installed the specimen into the wall.

2 Specification

Details of the specimen are shown in the Appendix.

2.1 Door leaf and overpanel

The leaf measured 1995mm high x 915 wide x 45mm thick. The overpanel measured 340mm high x 860mm wide x 45mm thick and the side screen measured 2290mm high x 490mm wide x 45mm thick. The doorset was hung to open in towards the furnace. The results of this test were obtained from a doorset fitted with a latch that was engaged for the test.

2.2 Door perimeter gaps

The gaps between the edge of the door and frame were measured prior to test. A total of 12 readings were taken. The measurements (in mm) are given in Section 5.4.

2.3 Closer forces

Measured in accordance with FTSG Resolution No 63.

Opening force (Nm)	Closing force (Nm)
29	12

3 Description of Construction (Refers to Figures 1 to 4 of the Appendix)

Leaf and overpanel

	Species/type	Dimensions (mm)	Density (kg/m ³)	Moisture (% w/w)	Key to figures
Stiles and rails	None fitted	-	-	-	-
Core	Engineered Pine*	39 thick*	420*	-	1
Facings	Plywood – species unknown*	4 thick*	530*	11.2-12.9	2
Adhesive	All adhesives within the construction remain unknown.				
Lippings – leaf hanging edge	Mahogany*	15 thick*	620*	-	3
Lipping – leaf closing edge	Mahogany*	7 thick*	620*	-	4
Lippings – top of leaf and bottom edge of overpanel	Mahogany*	21 thick with a 23 wide x 12 deep rebate*	620*	-	5

* Stated by client, not verified by laboratory

Side screen

	Species/type	Dimensions (mm)	Density (kg/m ³)	Moisture (% w/w)	Key to figures
Stiles and rails	None fitted	-	-	-	-
Core	Unknown material, identified to include Asbestos post-test	45 thick*	Unknown	-	6
Core beading – planted (screwed)	Pine fitted on the unexposed face only*	13 thick x 45 wide*	420*	-	7
Facings	None fitted	-	-	-	-
Letter plate mounting pattress	Aluminium – Manufacturer and product reference unknown*	353 high x 385 wide x 20 thick*	-	-	8

* Stated by client, not verified by laboratory

Door and side screen frame

	Species/type	Dimensions (mm)	Density (kg/m ³)	Moisture (% w/w)	Key to figures
Head and jambs and side screen bottom edge	Pine*	32 wide x 146 deep	420-510*	11.2	9
Stop – planted (screwed) – continuing around over panel perimeter	Two part – Pine*	25 high x 52 wide (overall)	420-510*	10.2	10
Head to jamb jointing detail	Mortice and tenon – screwed	-	-	-	-
Frame to supporting construction fire stopping detail	Rockwool mineral fibre capped with 10mm deep intumescent mastic on the exposed face	Nominally 10-15 wide x full depth of frame	-	-	-
Frame to supporting construction fixing detail	4No. steel screws per jamb	6Ø x 100 long	-	-	-
Architrave	European Redwood	45 wide x 18 thick	510**	15.0	-
Threshold	Non combustible	-	-	-	-

* Stated by client, not verified by laboratory

** Nominal density – TRADA Timber database

Intumescent and sealing materials

		Make/type	Size (mm)	Location	Key to figures
Leaf edge	Vertical edges and bottom edge	Intumescent Seals Ltd Therm-A-Blade*	10 x 4	Fitted 18mm from the exposed face	11
	Head	Intumescent Seals Ltd Therm-A-Blade*	10 x 4	Fitted in the rebate of the leaf head 10mm from the exposed face	12
Frame reveal		None fitted*	-	-	-
Overpanel		None fitted*	-	-	-
Side screen		None fitted*	-	-	-

* Stated by client, not verified by laboratory

Intumescent interruptions and additional hardware protection

	Make/type	Size (mm)	Location
Around hinge blade	Fully interrupted	-	Hinge blade fully interrupts the seal in the frame reveal
Under hinge blades	None fitted*	-	-
Encasing lock body	Interdens	1 thick	Fitted around the body of the lock
Under lock forend	None fitted	-	-
Around lock forends	Fully interrupted	-	Lock forends fully interrupts the seal in the leaf edge
Under lock keep	None fitted*	-	-
Letter plate	Intumescent Seals Ltd Therm-A-Flex*	240 x 45 x 3 thick*	Fitted lining the letter plate aperture*

* Stated by client, not verified by laboratory

Hardware

	Make/type	Size (mm)	Location	Key to figures
Hinges	2No. manufacturer and reference unknown, stainless steel, brass and steel bearing butt type hinge	162 x 35 (blade size)	Fitted 220mm and 1638mm from the head of the leaf	13
Closer	Rutland TS11204 overhead type closer*	250 x 62 (footprint)	Surface fixed on the exposed face	14
Latch – engaged	ASSA key mortice lock complete with 33Ømm escutcheons, Product references unknown.	140 x 22 (forend size)	Bottom of escutcheon fitted 1010mm from the leaf threshold	15
		100 x 70 x 17 (case size)*		
Lock	ERA key/thumb turn (exposed face) complete with 56Ømm escutcheons, Product references unknown.	168 x 25 (keep size)	Bottom of escutcheon fitted 1137mm from the bottom edge of the leaf	16
		120 x 26 (forend size)		
Furniture	76 x 75 x 15 (case size)*	85 x 23 (keep size)	Fitted 1010mm from the bottom of the leaf	17
	Round door pull Manufacturer and product reference unknown			
	Letter plate Manufacturer and product reference unknown	279 x 88 (footprint to exposed face)	Fitted 601mm from the bottom edge of the side screen	19

* Stated by client, not verified by laboratory

4 Test Conditions

Where areas of the test specification are ambiguous or open to interpretation the Fire Test Study Group Resolutions No's 51, 63, 70, 71, 72 and 78 have been followed (further specific details are available on request). These Resolutions provide basis of common agreements between the fire test laboratories which are members of this Group.

The ambient temperature of the test area at commencement of test was 18°C.

After the first 5 minutes of the test, the furnace pressure was maintained such that it complied with the requirements of BS 476-20:1987 clause 3.2.2 (including allowance for transient occurrences in line with clause 12 (L)) at 4.25 ± 2 Pa with respect to atmosphere, at a point 0.5m from the notional floor level, equating to 0Pa at a point 1m above the notional floor level.

The furnace was controlled to follow the temperature/time relationship specified in BS 476: Part 20: 1987 as closely as possible, using the average of nine thermocouples suitably distributed within the furnace. The temperatures recorded are shown graphically in Section 5.1.

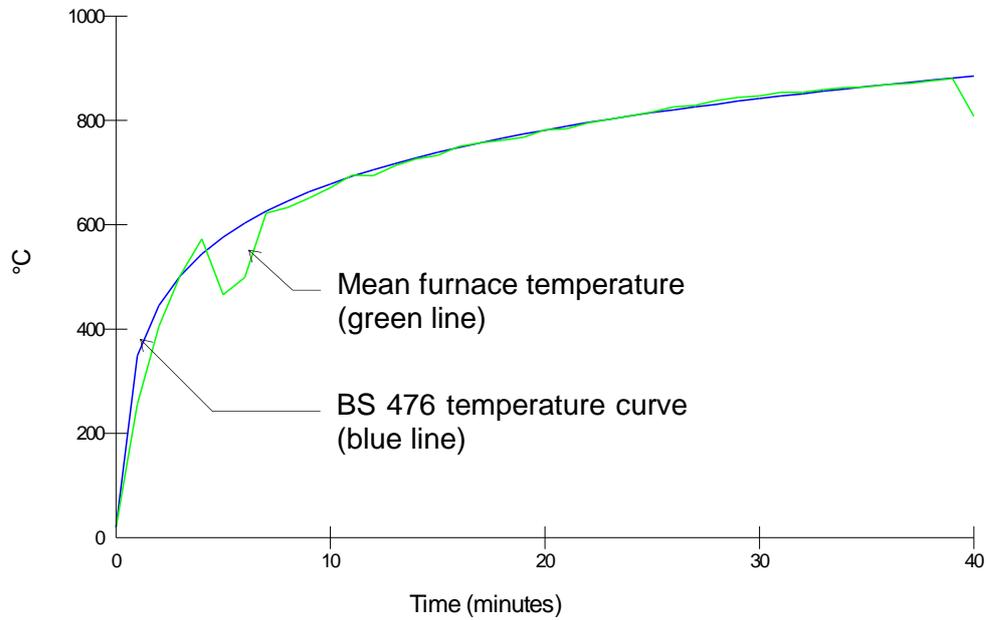
The temperature of the unexposed face was monitored by means of five thermocouples fixed to the surface of the door leaf, two thermocouples fixed to the surface of the overpanel, three thermocouples fixed to the side screen, five thermocouples attached to the frame, one at midheight on each jamb and one centrally located on the frame head above the overpanel and side screen. Two additional thermocouples used to monitor the letter plate temperature – one fixed to the letter plate and one fixed to the pattern 25mm from the letter plate

The thermocouple positions are shown in Figure 4 of the appendix. The average temperature of the door leaf and maximum temperature of the doorset are shown graphically in Section 5.2.

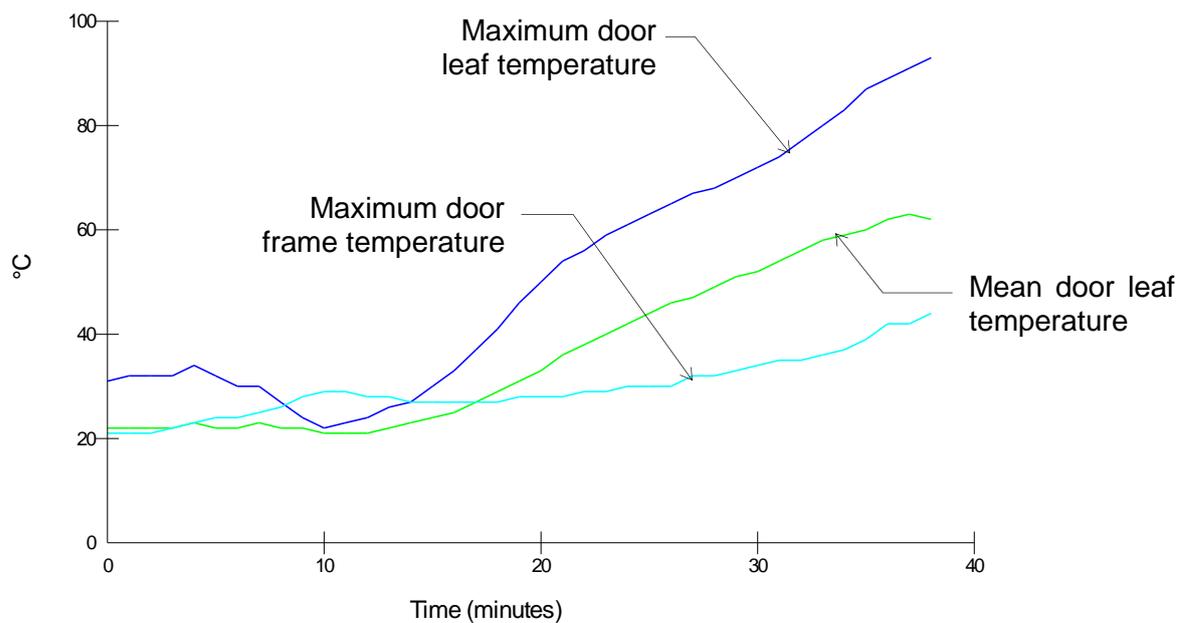
5 Test Results

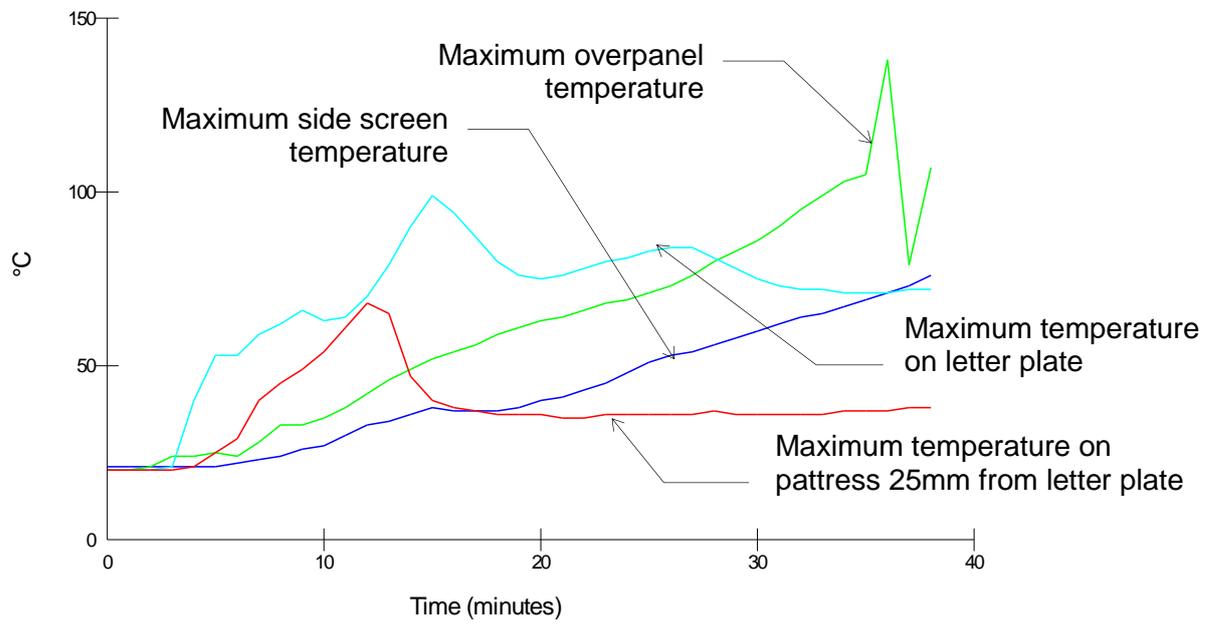
The following data and observations were recorded during the test.

5.1 Furnace Temperature Curve



5.2 Unexposed Face Temperature Curves





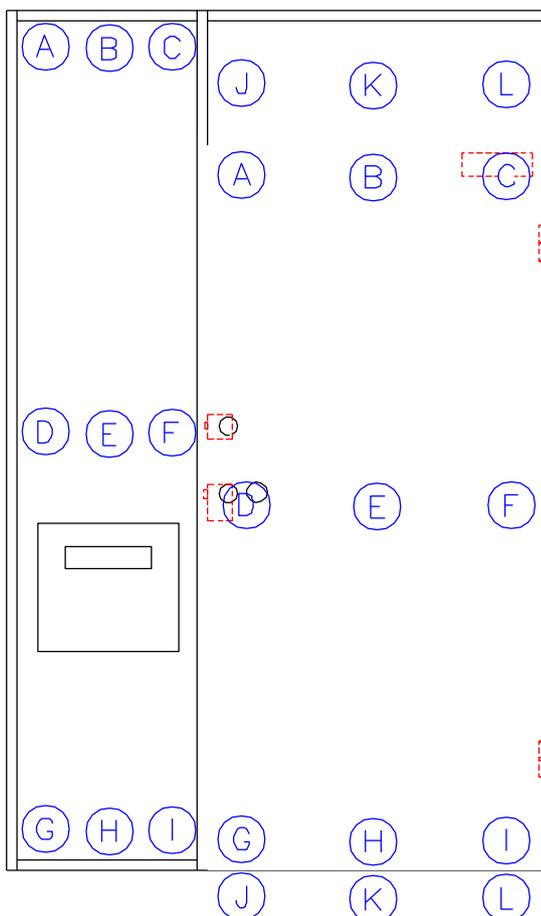
5.3 Door, Side screen and overpanel Distortion Data

The following tables show the distortion of the door in mm with an accuracy of ± 1 mm.

A positive measurement indicates distortion towards the furnace.

A negative measurement indicates distortion away from the furnace.

J, K and L of the table titled leaf give vertical movement of the door, a negative reading indicates that the door has dropped.



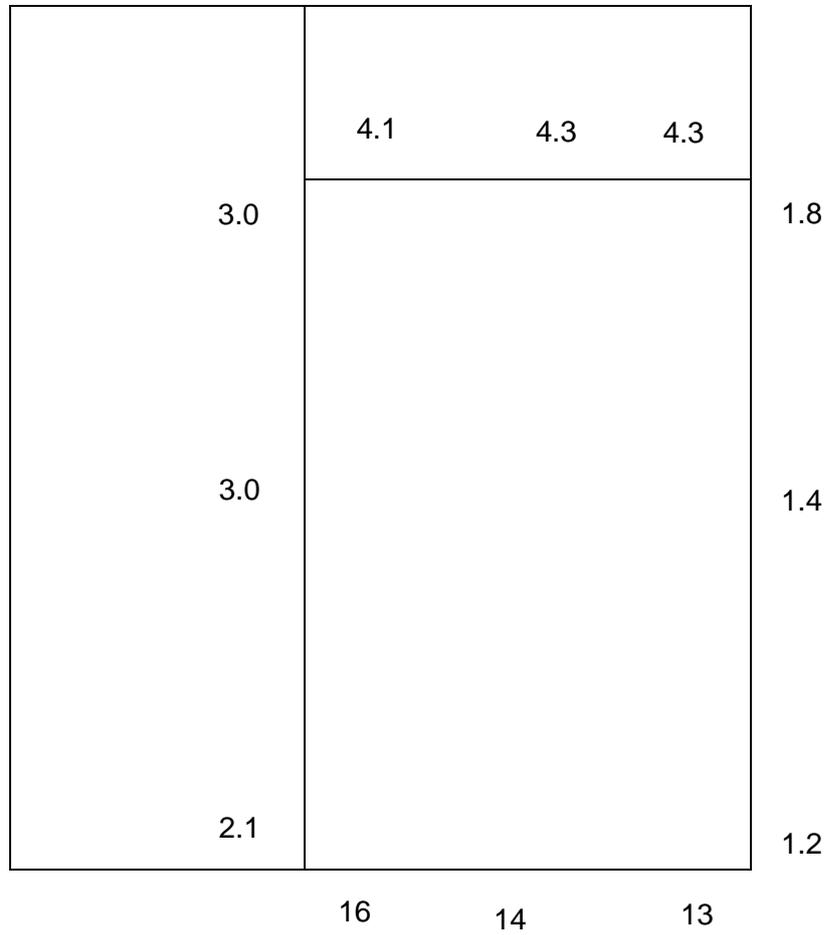
Leaf (hung on the right and opening in towards the furnace)

Time	A	B	C	D	E	F	G	H	I	J	K	L
10	2	3	4	3	4	-4	1	-1	-1	-1	-1	0
20	8	6	8	1	-3	2	2	0	0	-2	-2	-1
30	10	7	9	-3	-22	0	2	-2	2	-4	-4	-3

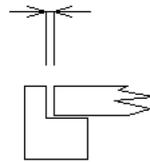
Side screen and over panel

Time	A	B	C	D	E	F	G	H	I	J	K	L
10	6	5	6	4	3	1	0	0	-1	3	4	3
20	6	8	11	4	3	1	0	0	0	4	4	6
30	5	7	5	6	4	2	0	0	0	3	3	5

5.4 Leaf edge to frame gaps pre-test measurement



Gaps shown



5.5 Observations

All comments relate to the unexposed face unless otherwise specified.

Time (minutes)	Comments
00:00	Test started.
02:20	There is smoke issuing at the leaf head.
02:30	There is smoke issuing at the left panel and the hanging edge.
03:00	There is an increase in smoke issuing at the top left corner of the over panel.
03:30	There is an increase in smoke issuing at the left panel.
03:40	There is an increase in smoke issuing at the letter plate.
05:00	There is a decrease in smoke issuing at all previous positions.
05:15	There is discolouration at the over panel due to increasing smoke issuing at the head.
06:20	There is an increase in smoke issuing at the hanging edge, left panel and all of the previous.
07:20	There is discolouration at the hanging edge approximately 500mm from the head.
08:00	There is an increase in smoke issuing at the head and the top hinge position.
08:20	There is an increase in smoke issuing at the letter plate and the right edge of the side panel.
09:00	There is an increase in smoke issuing at the upper keyhole.
10:50	The paint on the letter plate bubbling.
11:20	There is an increase in smoke issuing at all of the previous locations.
12:00	There is discolouration at the letter plate and the surrounding case.
16:00	There is increasing smoke issuing at the top right corner of the side panel.
16:40	There is a decrease in smoke issuing at the top hinge position.
17:00	There is continuous smoke issuing at the head of the over panel.
18:00	There is discolouration at the closing edge above the letter plate.
18:40	There is discolouration at the top right corner of the side panel.
21:00	There is discolouration at the right edge of the side panel.

- 24:00 A roving thermocouple recorded a temperature of 312°C at the top right corner of the side screen.
- 26:40 There is glow at the leaf head local to the top closing corner of the leaf.
- 27:15 A cotton pad test was performed at the top closing corner which did not result in the ignition of the cotton pad. No failure.
- 29:00 A cotton pad test was performed at the top closing corner which did not result in the ignition of the cotton pad. No failure.
- 29:42 A cotton pad integrity test was performed at the top right corner of the side panel which did not result in the ignition of the cotton pad. No failure.
- 32:08 A cotton pad integrity test was performed at the top right corner of the side panel which did not result in the ignition of the cotton pad. No failure.
- 32:40 A cotton pad integrity test was performed at the top closing corner which did not result in the ignition of the cotton pad. No failure.
- 34:00 A cotton pad integrity test was performed at the top closing corner which did not result in the ignition of the cotton pad. No failure.
- 35:15 A cotton pad integrity test was performed at top closing corner which resulted in the ignition of the cotton pad thereby constituting **integrity failure**.
- 35:28 There is continuous flaming at the leaf head thereby constituting **further integrity failure**.
- 37:40 There is continuous flaming at the top of the over panel thereby constituting **further integrity failure**.
- 38:00 A cotton pad integrity test was performed at the top right corner of the side panel which did not result in the ignition of the cotton pad. No failure.
- 39.00 Test terminated.

5.6 Times to Failure

When tested in accordance with BS 476: Part 22: 1987, Method 6, determination of fire resistance of fully insulated doorsets and shutter assemblies, the requirements of the standard were satisfied for the following periods:

Integrity	35 (fifty four) minutes
Insulation	24 (twenty four) minutes*

* Roving thermocouple reading recorded on side screen

6 Limitations

The results only relate to the behaviour of the element of construction under the particular conditions of test; they are not intended to be the sole criteria for assessing the potential fire performance of the element in use nor do they reflect the actual behaviour in fires.

The results of this test were obtained using the specimens provided for testing, and the door to frame gaps recorded in Section 5.4 of this report. Further, where information in relation to the specimen has been provided to us but not verified by us, we have assumed that it is correct; and where comments above identify particular materials or substances comprised in the specimen those comments are based on information supplied to us and/or on general visual inspection undertaken during the process of testing of the sample, and in either case have not been verified by reference to materials testing or documentary evidence except as described above. The fire resistance performance of doors of this design may be different if any aspect of the design or construction differs from that tested. This includes, by way of example only, any difference as a result of (i) any deviation from the information supplied to us, or (ii) the employment of different door to frame gaps. The tested assembly was asymmetrical and was tested such that the door leaves opened towards the heating conditions of the test. The test result may not be appropriate to situations where the leaves open away from the heating conditions.

The specification and interpretation of fire test methods are the subject of ongoing development and refinement. Changes in associated legislation may also occur. No assurance can be given that this test or its results will reflect current practice, and/or be consistent with prevailing legislative / regulatory requirements, at any time after the date of this report. Exova Warringtonfire will be able to offer the addressee of this report, at any time on request, a review of the procedures adopted for a particular test to ensure that they are consistent with current practices, and if required may endorse the test report. It is strongly recommended that, at the latest, such a review be sought at intervals of no more than five years.

	Written and checked by:	Authorised by:
Signature:		
Name:	Adam Scott	Nikolas Whitelock
Title:	Laboratory Manager	Lead Technical Officer
Date of issue:	23/10/2018	23/10/2018

Photographs

Intumescent interruptions by hardware

Around hinge blade



Around bottom lock forend



Top lock forend



At start of test



At 10 minutes



At 20 minutes



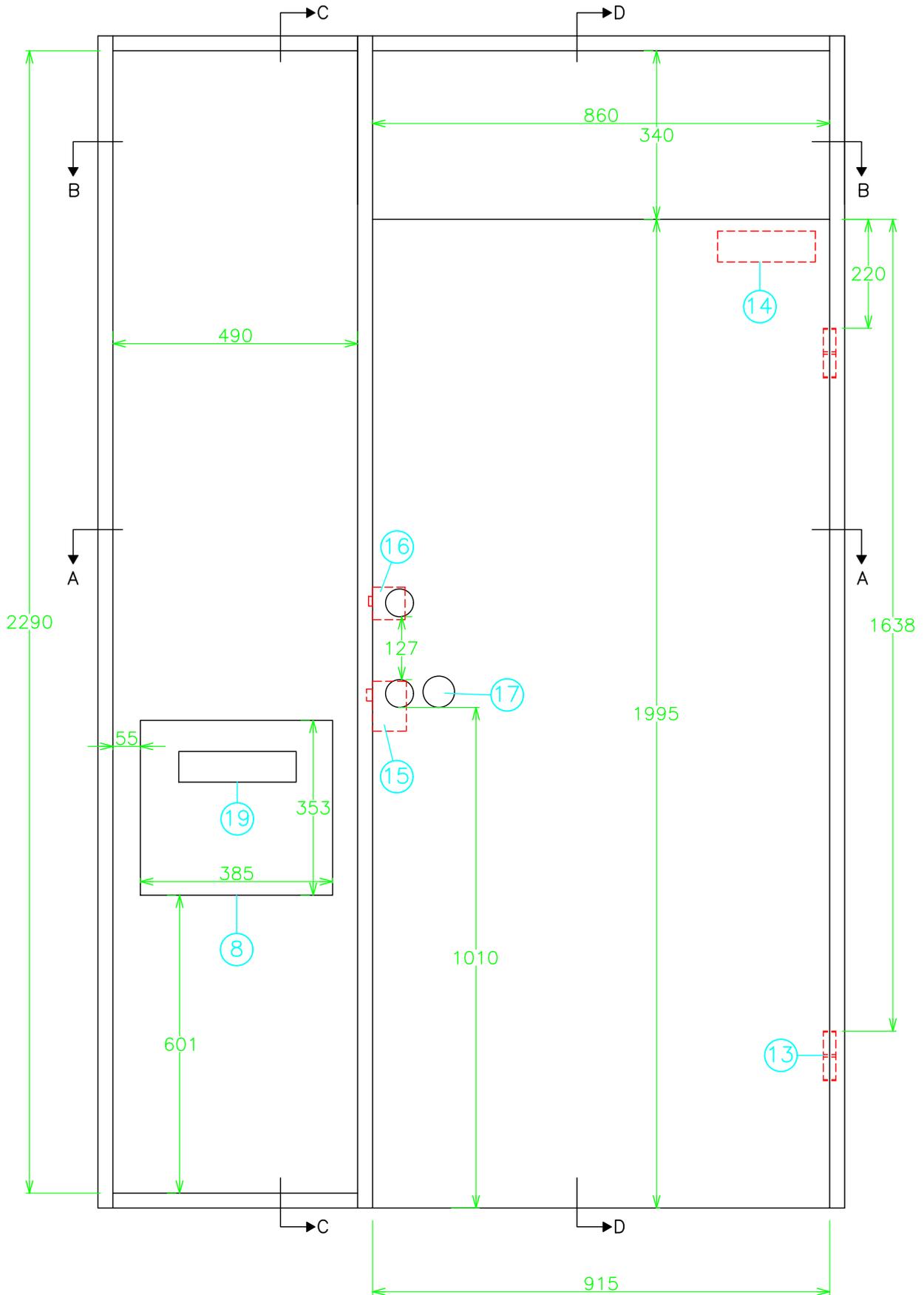
After 37 minutes



Exposed face – post test



Appendix - Figures 1 to 4



Exova Warringtonfire, Stocking Lane,
 Hughenden Valley, High Wycombe,
 Buckinghamshire, HP14 4ND, UK.

Tel: +44 (0)1494 569800
 Fax: +44 (0)1494 564895

Title Unexposed face elevation
 showing hardware positions
 (All dimensions in mm)

Date Drawn
 17/07/18

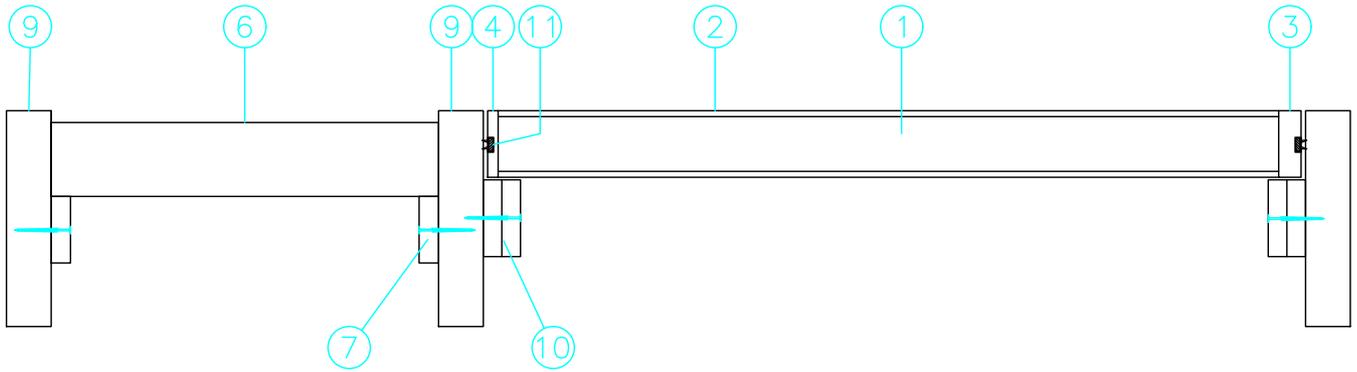
Drawn By
 ARD

Scale
 NTS

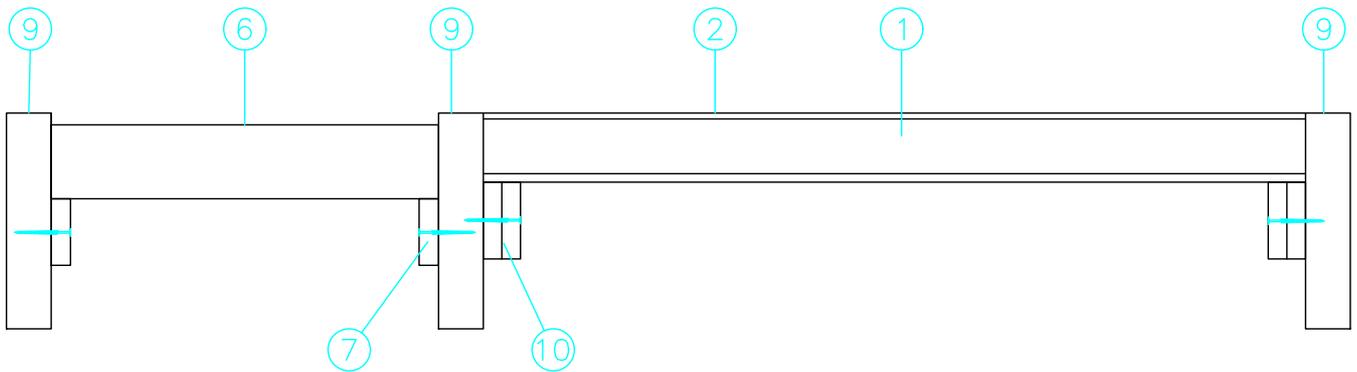
Project No.
 WF 399929

Appendix

Section A-A



Section B-B



Exova Warringtonfire, Stocking Lane,
Hughenden Valley, High Wycombe,
Buckinghamshire, HP14 4ND, UK.

Tel: +44 (0)1494 569800
Fax: +44 (0)1494 564895

Title

Horizontal cross-sections
(All dimensions in mm)

Date Drawn
17/07/18

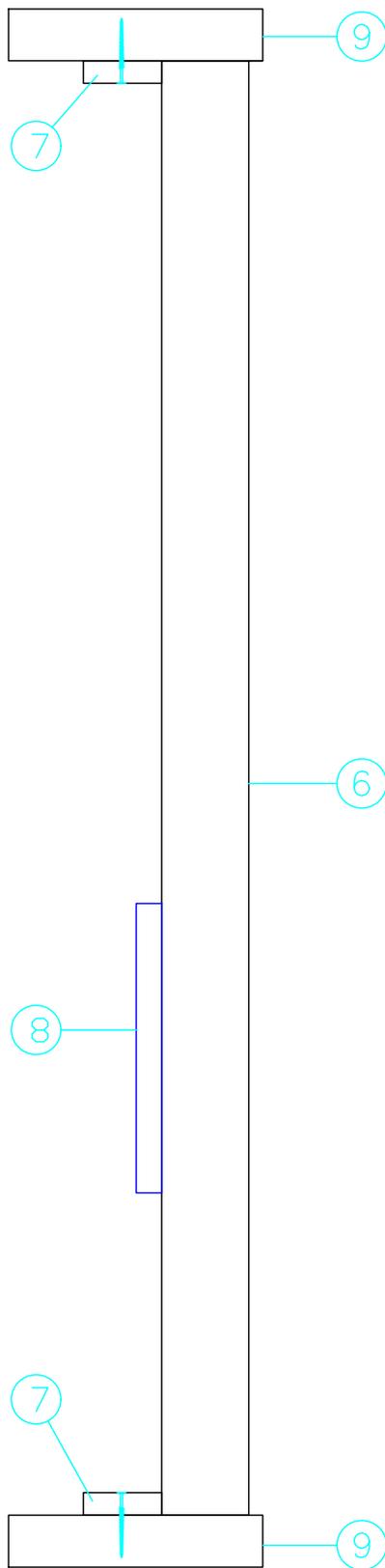
Drawn By
ARD

Scale
NTS

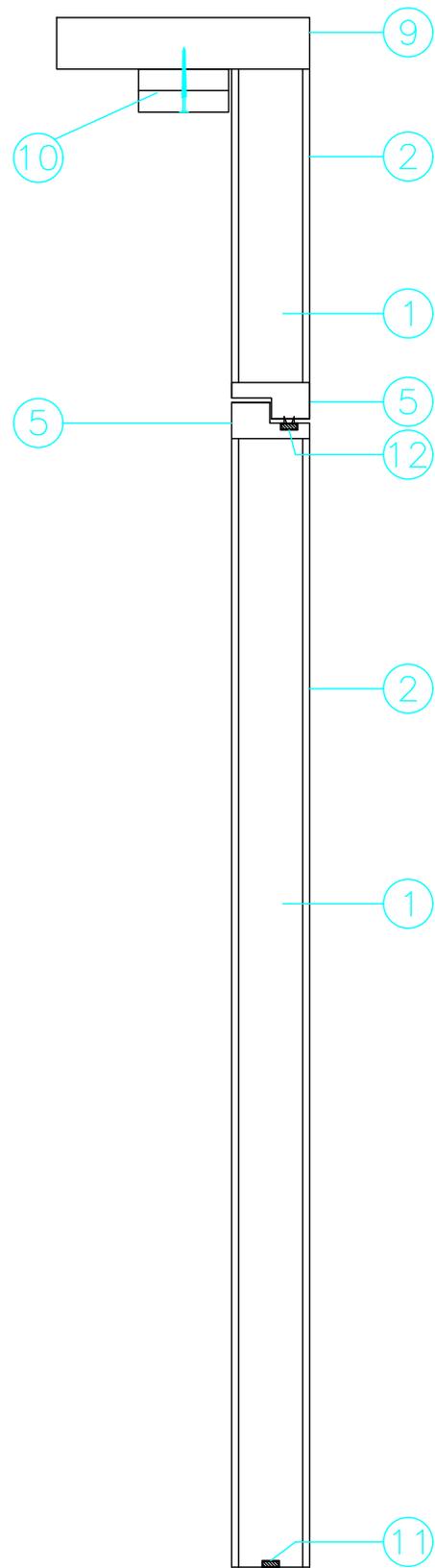
Project No.
WF 399929

Appendix

Section C-C



Section D-D



Exova Warringtonfire, Stocking Lane,
Hughenden Valley, High Wycombe,
Buckinghamshire, HP14 4ND, UK.

Tel: +44 (0)1494 569800
Fax: +44 (0)1494 564895

Title

Vertical cross-sections
(All dimensions in mm)

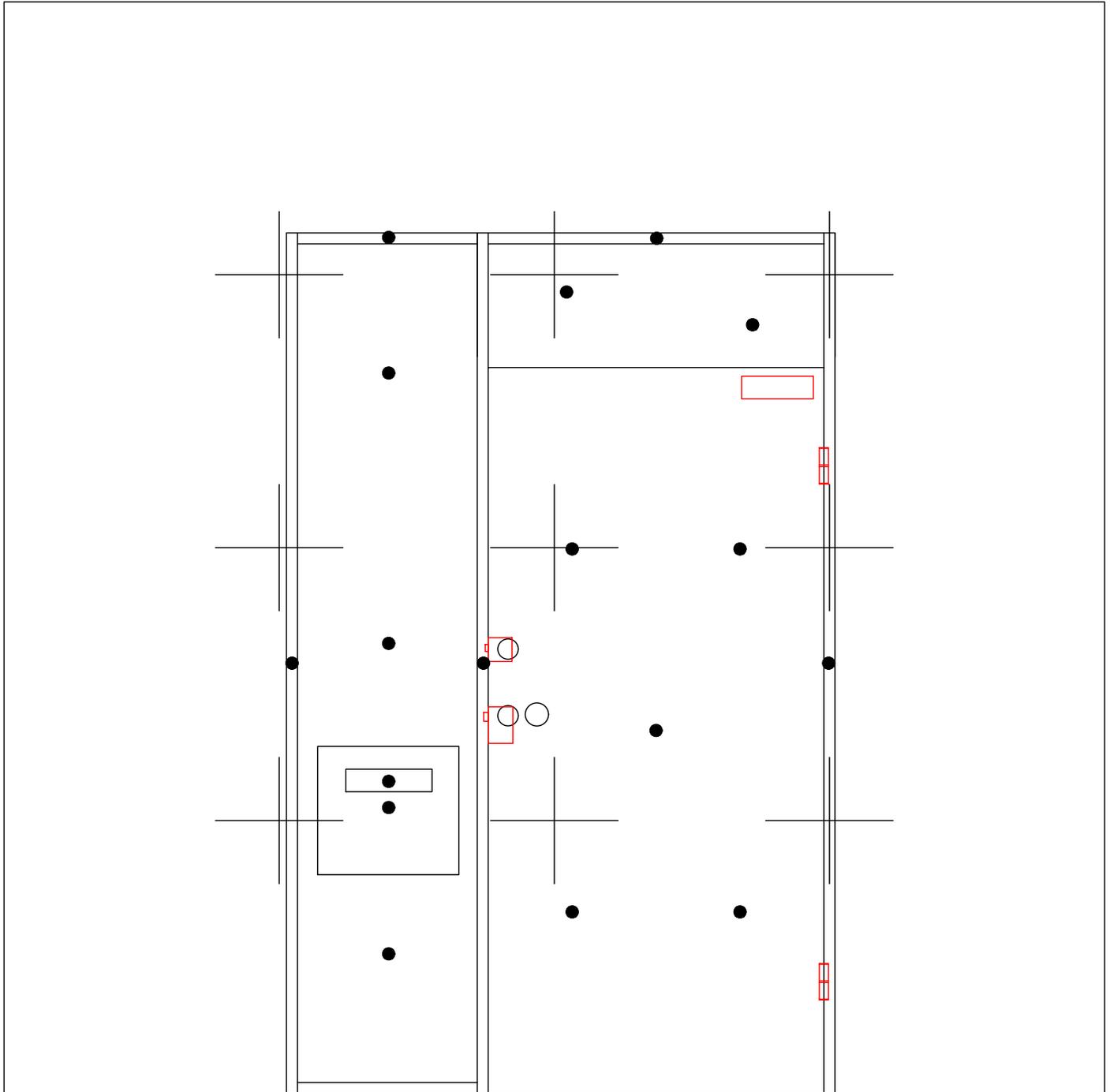
Date Drawn
17/07/18

Drawn By
ARD

Scale
NTS

Project No.
WF 399929

Appendix



- ⊕ : Furnace Thermocouples
- : Unexposed Face Thermocouples

Viewed From Unexposed Face



Exova Warringtonfire, Stocking Lane,
Hughenden Valley, High Wycombe,
Buckinghamshire, HP14 4ND, UK.

Tel: +44 (0)1494 569800
Fax: +44 (0)1494 564895

Title Thermocouple positions

(All dimensions in mm)

Page 71

Date Drawn
17/07/18

Drawn By
ARD

Scale
NTS

Project No.
WF 399929

Appendix

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<p>Committees: Corporate Projects Board Barbican Residents Consultation Committee (For Information) Barbican Residential Committee (For Decision) Projects Sub Committee (For Decision)</p>	<p>Dates: Urgency 02 March 2020 16 March 2020 16 March 2020</p>
<p>Subject: Barbican Estate Redecoration Programme 2020-25 Unique Project Identifier: 12035</p>	<p>Gateway 4 Regular Issue Report</p>
<p>Report of: Director of Community & Children's Services Report Author: David Downing, Asset Programme Manager</p>	<p>For Decision</p>
<h1 style="margin: 0;">PUBLIC</h1>	

<p>1. Status update</p>	<p>Project Description: This project will address the cyclical redecoration of internal and external areas of the residential blocks of the Barbican Estate as identified for the next five financial years (2020/21-2024/25) of the redecorations programme.</p> <p>RAG Status: Red (Green at last report to Committee). Status set to red due to cost increase following the tendering of works.</p> <p>Risk Status: Low (Low at last report to committee)</p> <p>Total Estimated Cost of Project (excluding risk): £3,938,252</p> <p>Change in Total Estimated Cost of Project (excluding risk): Increase of £563,252 since last report to Committee</p> <p>Spend to Date: £17,706</p> <p>Costed Risk Provision Utilised: None</p> <p>Funding Source: City Fund (95% recoverable via service charge from long leaseholders, the remainder to be funded from local risk revenue budgets).</p> <p>Slippage: None</p>
<p>2. Requested decisions</p>	<p>Next Gateway: Gateway 5 - Authority to Start Work (Regular)</p>

	<p>Requested Decisions:</p> <p>The Barbican Estate Residents Consultation Committee is asked to note this report for information only.</p> <p>The Barbican Residential Committee and the Projects Sub Committee are asked to note and approve the following:</p> <ol style="list-style-type: none"> 1. That additional budget of £563,252 is approved to uplift the total estimated cost of the project to £3,938,252 (excluding risk); 2. Note the revised total project budget of £3,938,252 (excluding risk); 3. Note that a Gateway 5 – Authority to Start Work report will be submitted for Chief Officer approval as per the regular approval track upon conclusion of the post-tender Section 20 process. 																				
<p>3. Budget</p>	<p>An estimated budget of £3,375,000 was notified to Committee at Gateway 4, this was broken down as follows:</p> <table border="1" data-bbox="531 936 1439 1245"> <thead> <tr> <th colspan="2" style="text-align: center;">Estimated Project Costs at Gateway 4</th> </tr> </thead> <tbody> <tr> <td>Estimated works costs</td> <td style="text-align: right;">£3,000,000</td> </tr> <tr> <td>Fees and staff costs</td> <td style="text-align: right;">£375,000</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£3,375,000</td> </tr> <tr> <td>Funding strategy</td> <td>City Fund (works to residential blocks circa 95% recoverable from leaseholders, the remainder (circa 5%) is funded from ongoing annual Barbican Residential local risk revenue budgets)</td> </tr> </tbody> </table> <p>Following the tender process, budget estimates are revised as follows:</p> <table border="1" data-bbox="531 1402 1439 1747"> <thead> <tr> <th colspan="2" style="text-align: center;">Revised Project Costs following tender</th> </tr> </thead> <tbody> <tr> <td>Estimated works costs to Barbican Estate</td> <td style="text-align: right;">£3,563,252</td> </tr> <tr> <td>Fees and staff costs</td> <td style="text-align: right;">£375,000</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£3,938,252</td> </tr> <tr> <td>Funding strategy</td> <td>City Fund (works to residential blocks circa 95% recoverable from leaseholders, the remainder (circa 5%) is funded from ongoing annual Barbican Residential local risk revenue budgets)</td> </tr> </tbody> </table> <p>Costed Risk Provision requested for this Gateway: N/A</p> <p>Total project costs for Barbican Estate Redecoration Programme are thus revised upwards by £563,252.</p>	Estimated Project Costs at Gateway 4		Estimated works costs	£3,000,000	Fees and staff costs	£375,000	Total	£3,375,000	Funding strategy	City Fund (works to residential blocks circa 95% recoverable from leaseholders, the remainder (circa 5%) is funded from ongoing annual Barbican Residential local risk revenue budgets)	Revised Project Costs following tender		Estimated works costs to Barbican Estate	£3,563,252	Fees and staff costs	£375,000	Total	£3,938,252	Funding strategy	City Fund (works to residential blocks circa 95% recoverable from leaseholders, the remainder (circa 5%) is funded from ongoing annual Barbican Residential local risk revenue budgets)
Estimated Project Costs at Gateway 4																					
Estimated works costs	£3,000,000																				
Fees and staff costs	£375,000																				
Total	£3,375,000																				
Funding strategy	City Fund (works to residential blocks circa 95% recoverable from leaseholders, the remainder (circa 5%) is funded from ongoing annual Barbican Residential local risk revenue budgets)																				
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Total	£3,938,252																				
Funding strategy	City Fund (works to residential blocks circa 95% recoverable from leaseholders, the remainder (circa 5%) is funded from ongoing annual Barbican Residential local risk revenue budgets)																				

<p>4. Issue description</p>	<p>1. Last Gateway Approved. A Gateway 3/4 Options Appraisal was presented to the Barbican Residential Committee (BRC) and the Projects Sub Committee in 18 March 2019 and 22 March 2019 respectively. The recommended option of seeking to appoint a contractor to undertake a 5 year programme of redecoration works (including minor repairs) to the Barbican Estate with a total estimated budget within the range £3,037,500 - £3,375,000 was approved.</p> <p>2. Progress to date. A full, compliant tender process for the works contractor has now been completed in conjunction with City Procurement. Thirteen qualifying tenders for the work were received. These were carefully evaluated on the quality and cost criteria as laid out in the procurement process (60% quality, 40% price). A Section 20 consultation is currently underway with Barbican Estate leaseholders. The appointment of a contractor is subject to the successful completion of this process. It should be noted that the contractor scoring highest in the tender evaluation was nominated for the contract by Barbican Estate leaseholders during an earlier stage of the Section 20 process, with a number of residents commenting favourably on the quality of their previous works on the Barbican Estate. However, as the recommended contractor is not the lowest cost option for the Estate, and for certain blocks in particular, there is an increased risk of opposition to this appointment from long leaseholders on cost grounds.</p> <p>3. Summary of Issue. Following the procurement process the total project budget for the Barbican Estate Redecoration Programme 2020-25, encompassing the highest scoring tender, the sums already expended, and the fees & staff costs estimated to be required to deliver the works, exceeded the estimated budget range approved at Gateway 4 by £635,972. Following negotiation, City Procurement have secured a 2% discount on the highest scoring contractors tender sum as a Best and Final Offer which revises this figure to £563,252.</p> <p>The average cost of all thirteen tenders received was £4,730,836. Removing outliers, three contractors having significantly over or under priced the works, gives a revised average of £3,723,797. The highest scoring tender, initially priced at £3,726,650 and reduced to £3,652,117 following negotiation, is consistent with this revised average and scored particularly highly on the quality criteria set in the technical evaluation.</p> <p>The tendered works include for the redecoration of the non-residential floors of Frobisher Crescent and the adjacent Sculpture Court; included in order to realise the efficiencies of combining the works into one coherent package. The cost of</p>
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	<p>these elements (a sum of £90,679) falls within the budgetary responsibility of the Barbican Centre and has therefore been deducted from the works cost presented here for approval. The cost to the Barbican residential estate of the highest scoring tender is thereby revised downwards to £3,635,972 (reduced further to £3,563,252 following negotiation). The average cost per unit can be calculated as £1,835 (reduced to £1,799 following negotiation). As the contribution percentage written into residents' leases varies considerably from block to block and flat type to flat type a given leaseholders actual potential charge may significantly differ. Leaseholders will be notified of estimated charges by flat type as a part of the Section 20 consultation process.</p> <p>On evaluation of the pricing documents received, it is clear that the value of the works was underestimated at Gateway 4. Officers based these estimates on the known costs from the previous cycle or redecoration works subject to an uplift for inflation. It should be noted that in times of economic uncertainty it is particularly challenging to accurately forecast the market, especially when the longer term regulations concerning the supply of non-domestic labour and materials are still to determined. Once the contract is let however, there is a high degree of certainty that costs can be controlled tightly. A cyclical redecoration project is inherently low risk once in delivery as areas requiring redecoration are known with the specification not subject to variance.</p> <p>4. Proposed Way Forward. Increase the project budget by £563,252 to £3,938,252 and submit a Gateway 5 – Authority to Start Work report for Chief Officer approval.</p>
<p>5. Options</p>	<p>1. Approve an increase in project budget. Increase the project budget in line with the highest scoring tender return by £563,252 and authorise the submission of a Gateway 5 report for Chief Officer approval. This is the recommended option</p> <p>2. Do not approve an increase in project budget and re-evaluate those tenders received that fell within the currently approved budget thresholds. Of the thirteen compliant tenders received, three were under the budgetary threshold as set at Gateway 4. These three tenders however scored poorly against technical criteria and did not demonstrate a good understanding of the particular challenges of working on a Listed residential estate nor provided suitable evidence that work would be completed to the quality required. This option is not recommended.</p> <p>3. Re-tender the works. With the construction and maintenance industry still subject to economic uncertainties,</p>

	re-tendering the works is not likely to provide a tender of sufficient quality within the currently approved budget thresholds. In addition, the concomitant programme delay whilst works were being re-tendered would cause the recommended existing paint product lifecycles to be exceeded to the detriment of the external structure of the Grade II Listed Barbican Estate and its associated high reputation and property values. This option is not recommended.
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Appendices

Appendix 1	Project Coversheet
Appendix 2	Risk Register
Appendix 3	PT8 Procurement Report (Non-public)

Contact

Report Author	David Downing, Asset Programme Manager
Email Address	david.downing@cityoflondon.gov.uk
Telephone Number	0207 332 1645

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Project Coversheet

[1] Ownership & Status

UPI: 12035

Core Project Name: Barbican Estate Redecoration Programme 2020-25

Programme Affiliation N/A

Project Manager: David Downing

Definition of need: This project will address the cyclical redecoration of internal and external areas of the residential blocks of the Barbican Estate as identified for the next five financial years (2020/21-2024/25) of the redecoration programme.

Key measures of success:

- 1) Barbican Estate redecorated and maintained to the high standards required.
- 2) Works are managed to minimise disruption to residents and impact on the general public and wider public realm.
- 3) Resident satisfaction above City's corporate targets.

Expected timeframe for the project delivery: April 2020 – March 2025.

Key Milestones: Contract commencement April 2020.

Are we on track for completing the project against the expected timeframe for project delivery? Yes.

Has this project generated public or media impact and response which the City of London has needed to manage or is managing? No.

[2] Finance and Costed Risk

Headline Financial, Scope and Design Changes:

'Project Briefing' G1 report (as approved by Chief Officer 30/10/18):

- Total Estimated Cost (excluding risk): £2,600,000
- Costed Risk Against the Project: N/A
- Estimated Programme Dates: April 2020 – March 2025

Scope/Design Change and Impact:

'Project Proposal' G2 report (as approved by PSC 12/12/18):

- Total Estimated Cost (excluding risk): £2,600,000
- Resources to reach next Gateway (excluding risk): £37,500
- Spend to date: £0
- Costed Risk Against the Project: N/A
- CRP Requested: N/A
- CRP Drawn Down: N/A
- Estimated Programme Dates: April 2020 – March 2025

Scope/Design Change and Impact: None

'Options Appraisal and Design' G3-4 report (as approved by PSC 22/03/19):

- Total Estimated Cost (excluding risk): £3,375,000
- Resources to reach next Gateway (excluding risk): £3,000
- Spend to date: £15,000
- Costed Risk Against the Project: N/A

- CRP Requested: N/A
- CRP Drawn Down: N/A
- Estimated Programme Dates: April 2020 – March 2025

Scope/Design Change and Impact: Six additional blocks, where works were deferred from the preceding contract, were approved to be added to the project increasing total estimated project budget by £775,000.

'Authority to start Work' G5 report (as approved by PSC xx/yy/zz):

- Total Estimated Cost (excluding risk):
- Resources to reach next Gateway (excluding risk)
- Spend to date:
- Costed Risk Against the Project:
- CRP Requested:
- CRP Drawn Down:
- Estimated Programme Dates:

Scope/Design Change and Impact:

Total anticipated on-going commitment post-delivery [£]: N/A
Programme Affiliation [£]: N/A

City of London: Projects Procedure Corporate Risks Register

Project name: Barbican Redecoration Programme 2020-25

Unique project identifier: 12035

Total est cost (exc risk) £3938252

Corporate Risk Matrix score table

PM's overall risk rating

Low
3.3
3.3
0
1
2

	Minor impact	Serious impact	Major impact	Extreme impact
Likely	4	8	16	32
Possible	3	6	12	24
Unlikely	2	4	8	16
Rare	1	2	4	8

Avg risk pre-mitigation

Avg risk post-mitigation

Red risks (open)

Amber risks (open)

Green risks (open)

Costed risks identified (All)

£0.00	0%
£0.00	0%
£0.00	0%
£0.00	0%

Costed risk as % of total estimated cost of project

" "

" "

Costed risk pre-mitigation (open)

Costed risk post-mitigation (open)

Costed Risk Provision requested

CRP as % of total estimated cost of project

- (1) Compliance/Regulatory
- (2) Financial
- (3) Reputation
- (4) Contractual/Partnership
- (5) H&S/Wellbeing
- (6) Safeguarding
- (7) Innovation
- (8) Technology
- (9) Environmental
- (10) Physical

Number of Open Risks	Avg Score	Costed impact	Red	Amber	Green
2	4.5	£0.00	0	1	1
0	0.0	£0.00	0	0	0
0	0.0	£0.00	0	0	0
0	0.0	£0.00	0	0	0
0	0.0	£0.00	0	0	0
0	0.0	£0.00	0	0	0
0	0.0	£0.00	0	0	0
0	0.0	£0.00	0	0	0
0	0.0	£0.00	0	0	0
1	1.0	£0.00	0	0	1

Issues (open)

1

All Issues

1

Open Issues

Extreme	Major	Serious	Minor
0	0	0	1
0	0	0	1

All Issues

Cost to resolve all issues (on completion)

£563,252

Total CRP used to date

£0.00

City of London: Projects Procedure Corporate Risks Register

Project Name:	Barbican Redecoration Programme 2020-25	PM's overall risk rating:	Low	CRP requested this gateway	£ -	Average unmitigated risk	3.3	Open Risks	3
Unique project identifier:	12035	Total estimated cost (exc risk):	£ 3,938,252	Total CRP used to date	£ -	Average mitigated risk score	3.3	Closed Risks	3

General risk classification										Mitigation actions								Ownership & Action					
Risk ID	Gateway	Category	Description of the Risk	Risk Impact Description	Likelihood Classification pre-mitigation	Impact Classification pre-mitigation	Risk score	Costed Impact pre-mitigation (£)	Costed Risk Provision requested Y/N	Confidence in the estimation	Mitigating actions	Mitigation cost (£)	Likelihood Classification post-mitigation	Impact Classification post-mitigation	Costed impact post-mitigation (£)	Post-Mitigation risk score	CRP used to date	Use of CRP	Date raised	Named Departmental Risk Manager/Coordinator	Risk owner (Named Officer or External Party)	Date Closed OR/Realised & moved to Issues	Comment(s)
R1	4	(1) Compliance/Regulatory	Internal redecoration programme dependant on results of fire door testing. If determined that internal doors need replacing then internal redecoration would need to be deferred to allow fire door replacement to complete first.	potential programme delay	Possible	Minor	3	£0.00	N		None at present	£0.00	Possible	Minor	£0.00	3	£0.00		30/01/2019		David Downing		
R2	4	(2) Financial	Deferred internal works from 2015-2020 contract may need to be added to the contract	scope change & budget uplift required	Likely	Minor	4	£0.00	N		Seek Committee approval to increase budget	£0.00	Likely	Minor	£0.00	4	£0.00		30/01/2019		David Downing	22/03/2019	Risk realised. Committee has approved increase scope and uplift budget
R3	4	(2) Financial	Lack of response to repairs contract tender	Limited response may not ensure value for money or present a suitable contractor.	Possible	Serious	6	£0.00	N		None at present	£0.00	Possible	Serious	£0.00	6	£0.00		30/01/2019		David Downing	01/12/2019	Tender attracted 13 bids
R4	5	(10) Physical	Project delayed by extreme weather (delivery stage)	Works cannot be carried out in extreme weather conditions. Programme	Rare	Minor	1	£0.00	N		None at present	£0.00	Rare	Minor	£0.00	1	£0.00		30/01/2019		David Downing		
R5	4	(2) Financial	Cost of successful tender exceeds approved estimates	Cannot proceed to Gateway 5 as planned without further approval.	Possible	Minor	3	£0.00	N		Estimates based on previous years works (but difficult to price in economic uncertainty)	£0.00	Unlikely	Minor	£0.00	2	£0.00		30/01/2019		David Downing	07/02/2020	Risk realised. Further approval required. Issues Report to be submitted.
R6	4	(1) Compliance/Regulatory	Leaseholders may challenge contract award	Risk of legal challenge from leaseholders under S20 legislation as we are not recommending appointment of cheapest contractor	Possible	Serious	6	£0.00	N		BRC Members aware of situation on Estate. Issues Report to be presented to Committee.	£0.00	Possible	Serious	£0.00	6	£0.00		02/03/2020		David Downing		Awaiting Committee decision to proceed.
R7							£0.00					£0.00			£0.00		£0.00						
R8							£0.00					£0.00			£0.00		£0.00						
R9							£0.00					£0.00			£0.00		£0.00						
R10							£0.00					£0.00			£0.00		£0.00						
R11							£0.00					£0.00			£0.00		£0.00						
R12							£0.00					£0.00			£0.00		£0.00						
R13							£0.00					£0.00			£0.00		£0.00						
R14							£0.00					£0.00			£0.00		£0.00						
R15							£0.00					£0.00			£0.00		£0.00						
R16							£0.00					£0.00			£0.00		£0.00						
R17							£0.00					£0.00			£0.00		£0.00						
R18							£0.00					£0.00			£0.00		£0.00						
R19							£0.00					£0.00			£0.00		£0.00						
R20							£0.00					£0.00			£0.00		£0.00						
R21							£0.00					£0.00			£0.00		£0.00						
R22							£0.00					£0.00			£0.00		£0.00						
R23							£0.00					£0.00			£0.00		£0.00						
R24							£0.00					£0.00			£0.00		£0.00						
R25							£0.00					£0.00			£0.00		£0.00						
R26							£0.00					£0.00			£0.00		£0.00						
R27							£0.00					£0.00			£0.00		£0.00						
R28							£0.00					£0.00			£0.00		£0.00						
R29							£0.00					£0.00			£0.00		£0.00						
R30							£0.00					£0.00			£0.00		£0.00						
R31							£0.00					£0.00			£0.00		£0.00						
R32							£0.00					£0.00			£0.00		£0.00						
R33							£0.00					£0.00			£0.00		£0.00						
R34							£0.00					£0.00			£0.00		£0.00						
R35							£0.00					£0.00			£0.00		£0.00						
R36							£0.00					£0.00			£0.00		£0.00						
R37							£0.00					£0.00			£0.00		£0.00						
R38							£0.00					£0.00			£0.00		£0.00						
R39							£0.00					£0.00			£0.00		£0.00						
R40							£0.00					£0.00			£0.00		£0.00						
R41							£0.00					£0.00			£0.00		£0.00						
R42							£0.00					£0.00			£0.00		£0.00						
R43							£0.00					£0.00			£0.00		£0.00						
R44							£0.00					£0.00			£0.00		£0.00						
R45							£0.00					£0.00			£0.00		£0.00						
R46							£0.00					£0.00			£0.00		£0.00						
R47							£0.00					£0.00			£0.00		£0.00						
R48							£0.00					£0.00			£0.00		£0.00						
R49							£0.00					£0.00			£0.00		£0.00						
R50							£0.00					£0.00			£0.00		£0.00						
R51							£0.00					£0.00			£0.00		£0.00						
R52							£0.00					£0.00			£0.00		£0.00						
R53							£0.00					£0.00			£0.00		£0.00						
R54							£0.00					£0.00			£0.00		£0.00						
R55							£0.00					£0.00			£0.00		£0.00						
R56							£0.00					£0.00			£0.00		£0.00						
R57							£0.00					£0.00			£0.00		£0.00						
R58							£0.00					£0.00			£0.00		£0.00						
R59							£0.00					£0.00			£0.00		£0.00						
R60							£0.00					£0.00			£0.00		£0.00						
R61							£0.00					£0.00			£0.00		£0.00						
R62							£0.00					£0.00			£0.00		£0.00						
R63							£0.00					£0.00			£0.00		£0.00						
R64							£0.00					£0.00			£0.00		£0.00						
R65							£0.00					£0.00			£0.00		£0.00						
R66							£0.00					£0.00			£0.00		£0.00						
R67							£0.00					£0.00			£0.00		£0.00						

PT8 - Tender Award Report

This document is used to summarise the procurement process



Report Title	Barbican Estate Redecoration Programme 2020-25 tender Award
Report Author	Christina Paraskevoudou
Report Date	10/02/2020
Procurement Reference	prj_COL_15285

Key Area	Outcome
Purpose of Report	Authorisation to award tender
Tender Process	Open sub-OJEU Tender
Proposed Provider	K&M McLoughlin Decorating Ltd
Cost (ex. VAT)	£3,726,649.70 BAFO 3,652,116.72
Potential Risks	No risks identified at this stage

Detailed Summary

1. Summary

Details of what needs to be approved and a list of key areas covered by the report

Approve the award to K&M McLoughlin Decorating Ltd, who was the supplier with the highest score after the evaluation of the tender.

2. Recommendations

Details of who the contract is to be awarded to, proposed contract term, extensions and other relevant details

Contract to be awarded to K&M McLoughlin Decorating Ltd
Contract duration April 2020-March 2025

3. Current Service Provision

Details of current supplier, contract arrangements, expiry dates and potential exit issues.

Not applicable

4. Evaluation Summary

Overview of the tender process including SQ and ITT outcomes; evaluation criteria and weighting, evaluation outcomes including overview of the top 3 ranked suppliers.

Criteria Weighting (%)

Technical Score Weight 60%

Commercial Score Weight 40%

Tender Questions

Question Number	Question	Word Count	Weighting
1	Staff Structure & Resources Please explain your proposed staffing structure for the service.	750	10%

	<p>Your response should include:</p> <ul style="list-style-type: none"> • Roles and responsibilities • Availability of on & of site resources • Qualifications / experience of management <p>Locality of existing staff</p>			
2	<p>Case Studies</p> <p>The Barbican is a residential Grade II listed estate. Please provide two Case Studies to demonstrate previous experience of carrying works out on such buildings – this to include actions taken to ensure works are of the highest quality along with mitigating risks of any damage to the building’s fabric. Case Studies are also to include both original contract sum and final account sum with any reasons for difference in value. References are to be provided for each Case Study.</p>	750	25%	
3	<p>Customer Service & Communication</p> <p>A high quality service is an essential requirement & high standards of customer services are expected. Please evidence your approach to delivering excellent customer service on this requirement. Your response should include:</p> <ul style="list-style-type: none"> • Customer care statement • Compliments & complaints (including dispute resolution) • Surveys & feedback 	750	10%	
4	<p>Programme & Reporting</p> <p>The supplier will provide a 24 month programme of works showing level of resources and activities to be undertaken for each stage of the project along with how this will be effectively managed, including project management methodology, actions to reduce slippage and how you will report to the City’s Supervisor/Contract Administrator during the course of the contract. Your response should include:</p> <ul style="list-style-type: none"> • A Gantt chart or equivalent showing key activities of the works • Impact on residential areas, e.g. site compound requirements Standard reports & information supplied. • Ability to export data and formats (e.g. excel) • Meetings • A sample report may be submitted for illustrative purposes. However, the evaluation is to be based on the response to this question <p>The City will look for evidence that the supplier can demonstrate that they have understood the</p>	1000	10%	

	objectives of the project & will provide a fully inclusive service to ensure delivery of the requirements.			
5	<p>Site Management & Out of Hour's Procedures. Please explain how the service will be managed on both a day to day basis & out of hour's issues. Your response should include:</p> <ul style="list-style-type: none"> • Local & area management • Leadership from your organisation • Operation tasks and how these will be managed • Co-ordination & communication between sites as well as the City's project manager • Process flow diagrams • Hours of reactive service support & call out times • Personnel involved 	750	10%	
6 (a)	<p>Employment Skills and Training Menu (See attached menu) Please complete the Employment, Skills and Training Menu with your chosen combination of options. These MUST add up to a total of 100.</p> <p>This is a pass/fail question and no additional points will be given for options that add up to a higher total than 100. The quality of delivery of your chosen combination is assessed below in 6b).</p>		Pass/Fail	
6 (b)	<p>Delivery of the Employment and Skills Training Please describe your rationale and how you intend to implement your chosen combination of employment/ skills/ training options, which you have selected from the menu provided in 6a). This should include:</p> <ul style="list-style-type: none"> • A brief summary as to why the selected combination of opportunities have been chosen (best alignment with business model/ size/ priorities, best way of filling skills gaps etc.) • how and when candidates will be recruited/ trained • which (if any) demographics/ socially excluded groups of focus have been chosen (e.g. NEETs, ex-offenders etc.) and why • The nature and level of any associated qualifications • which partner organisation(s) the bidder will work with to facilitate delivery and why • how candidates will be provided with 	750	20%	

	<p>pastoral support/ mentoring by the bidder or third party</p> <ul style="list-style-type: none"> any sustainable employment opportunities available to the candidates as a consequence of their work on this contract. 			
7	<p>Air quality and public health</p> <p>Please state which of the air quality options (as detailed in the specification/ scope) you choose to implement within 6 months of contract commencement: i.e. green driver training, vehicle and/or technology trials, or a suitable alternative intervention.</p>	500	Pass/Fail	
8	<p>Environmental Sustainability</p> <p>Please describe how your organisation will ensure that potential environmental impacts are minimised throughout the delivery of this contract.</p> <p>Your response should cover your approach to:</p> <ul style="list-style-type: none"> mitigating air pollution (in terms of VOCs from paint and dust suppression as well as vehicular emissions) efficient use of resources (materials, energy, water etc.) use of sustainably sourced and non-hazardous materials application of the waste hierarchy. 	500	10%	
9	<p>Innovation, Added Value and Social Responsibility.</p> <p>Please propose opportunities for innovation and added value. Your response should include:</p> <ul style="list-style-type: none"> Use of innovation to improve efficiency/ reduce wastage and/or minimise cost during works. Targeting supply chain opportunities towards social enterprises or SMEs <p>Any other added value not already covered in question 6 e.g. skilled volunteering to support community projects.</p>	500	5%	
10	<p>Compliance and Protection of Workers</p> <p>Please describe the procedures you will use to ensure that all employees and any workers, including sub-contractors, agency workers or any other contractors working on site:</p> <ul style="list-style-type: none"> have a legal right to work in the UK are not bonded workers (e.g. in debt to agencies charging fees for employment or retaining passports etc.) have legitimate CSCS cards have legitimate qualifications from 	300	Pass/Fail	

	recognised training institutions		
	NB: The City of London reserves the right to undertake spot checks to verify the procedures described in the response to this question		
Total			100%

Average price: £4,730,836.69

Average price vs the winning bidder: £4,730,836.69 vs £3,726,649.70 **BAFO 3,652,116.72**

Suppliers Quinn London limited & Seville Developments Limited have submitted a joint bid and have been evaluated as one response, so the total number of responses is 13.

Moderated technical scoring for all suppliers can be found on the appendix

Timeline for the tender process: Tender was live from 24/09/2019 until 25/10/2019. Moderation meeting was held on 10/12/2019. The evaluation of the responses has been completed by mid-December 2019.

5. Savings, efficiencies and benefits

Pricing overview, including cost type (fixed cost, schedule of rates etc) and cashable and non-cashable savings achieved.

BAFO saving of 2% on the original tendered bid.

Original price: **£3,726,649.70**

BAFO: 3,652,116.72

6. Lessons Learnt

No further lessons learnt

7. Contract Management Plan

Details of persons managing the contract covering roles and responsibilities of individual staff.

David Downing

Asset Programme Manager

David.Downing@cityoflondon.gov.uk

8. Approval Sign Off

Name of Approver	Michael Harrington
Position	Senior Category Manager
Date approved	10/02/2020
Approver comments	N/A

9. Appendices Final evaluation score summary, savings certificate, etc

Weighted Scores & Supplier Ranking

Supplier	Total price	Weighted Price Score	Weighted Technical Score	Total Score	Ranking
AD Construction Group (Architectural Decorators Ltd)	£ 4,172,955.05	23.94%	26.40%	50.34%	6
Alfred Bagnall & Sons (Restoration) Ltd.	£ 2,867,593.00	34.84%	31.80%	66.64%	3
Bell Decorating Group Limited	£ 2,497,611.84	40%	20.40%	60.40%	5
Ian Williams Limited	£ 2,903,737.00	34.41%	33.60%	68.01%	2
K&M McLoughlin Decorating Ltd	£ 3,726,649.70	26.81%	52.80%	79.61%	1
Mitie Property Services (UK) Ltd	£ 3,358,084.30	29.75%	20.40%	50.15%	7
MULALLEY & CO LTD	£ 3,594,949.00	27.79%	36.60%	64.39%	4
Novus Property Solutions Ltd	£ 6,690,427.81	14.93%	21%	35.93%	12
Quinn London Limited				0.00%	8
Seville Developments Limited	£ 3,483,523.75	28.68%	21%	49.68%	8
Smith & O'Sullivan Limited	£ 4,548,279.33	21.97%	19.80%	41.77%	11
TCL Group	£ 4,973,367.23	20.09%	22.20%	42.29%	10
TSG Building Services plc	£ 15,074,863.00	6.63%	18.60%	25.23%	13
Whittle Programmed Maintenance	£ 3,608,836.00	27.68%	17.40%	45.08%	9
Average Price	£ 4,730,836.69				

Original Form of Tender



002-Signed_Form_of_Tender.pdf

Best and Final Offer



Form of Tender - COL Barbican Estate

Committees: Corporate Projects Board [for information] Projects Sub [for decision] Barbican Residents Committee (for Decision)		Dates: 13 January 2020 27 January 2020 16 March 2020
Subject: Frobisher Crescent Balcony Drainage Scheme Unique Project Identifier: 11628 (04800014)	Gateway 6: Summarised Outcome Report Light (unspecified at Gateway 5)	
Report of: Director of Community & Children's Services Report Author: Jason Hayes		For Decision
<h2 style="margin: 0;">PUBLIC</h2>		

Summary

1. Status Update	<p>Project Description:</p> <p>To undertake waterproofing remedial and drainage work to the roof of flat 926 and the balconies of the far west end of Frobisher Crescent following major water ingress in 2014.</p> <p>RAG Status: Green</p> <p>Risk Status: Low</p> <p>Final Outturn Cost: £326,445.58</p> <p>Slippage: 3 months due to restricted noisy working hours during performances in the Barbican Centre.</p> <p>Works completed are: New roofing material was installed to the roof of Flat 926 Frobisher Crescent. The balconies of the west end floors 7, 8 and 9 were stripped back with a new membrane installed before reinstatement of pavements and additional drainage. New patio doors were also added to further enhance the weather tightness of the western elevation.</p>
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2. Next steps and Requested decisions	<p>Requested Decisions: That the project is now closed.</p>

3. Budget	<p>The original approved budgets, actual expenditure and underspend (saving) on each project are shown below</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="4" style="text-align: center;">Frobisher Crescent Balcony and Drainage</th> </tr> <tr> <th style="text-align: center;">Project</th> <th style="text-align: center;">Approved Budget</th> <th style="text-align: center;">Actual Spend</th> <th style="text-align: center;">Underspend</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">11628</td> <td style="text-align: right;">£366,000.00</td> <td style="text-align: right;">£314,617.84</td> <td style="text-align: right;">£39,554.42</td> </tr> </tbody> </table> <p>The table below illustrates the total expenditure across the project. The budget for the work from Landlord and not recovered through service charges.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: center;">At Authority to Start work (G5)</th> <th style="text-align: center;">Final Outturn Cost (G6)</th> </tr> </thead> <tbody> <tr> <td><i>Contract Fees</i></td> <td style="text-align: right;"><i>£40,214.00</i></td> <td style="text-align: right;"><i>£13,636.50</i></td> </tr> <tr> <td><i>Contract Services</i></td> <td style="text-align: right;"><i>£10,735.00</i></td> <td style="text-align: right;"><i>£10,735.00</i></td> </tr> <tr> <td><i>Design Fees</i></td> <td style="text-align: right;"><i>£25,745.00</i></td> <td style="text-align: right;"><i>£13,780.00</i></td> </tr> <tr> <td><i>Works</i></td> <td style="text-align: right;"><i>£289,306.00</i></td> <td style="text-align: right;"><i>£288,294.08</i></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£366,000.00</td> <td style="text-align: right;">£326,445.58</td> </tr> </tbody> </table> <p>The Final Account for these works has been verified.</p>	Frobisher Crescent Balcony and Drainage				Project	Approved Budget	Actual Spend	Underspend	11628	£366,000.00	£314,617.84	£39,554.42		At Authority to Start work (G5)	Final Outturn Cost (G6)	<i>Contract Fees</i>	<i>£40,214.00</i>	<i>£13,636.50</i>	<i>Contract Services</i>	<i>£10,735.00</i>	<i>£10,735.00</i>	<i>Design Fees</i>	<i>£25,745.00</i>	<i>£13,780.00</i>	<i>Works</i>	<i>£289,306.00</i>	<i>£288,294.08</i>	Total	£366,000.00	£326,445.58
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4. Programme	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Activity</th> <th style="text-align: center;">Authority to Start work (G5) Programme</th> <th style="text-align: center;">Final (G6) Programme</th> </tr> </thead> <tbody> <tr> <td>Appointment of Contractor</td> <td>September/ October 2015</td> <td>December 2015</td> </tr> <tr> <td>Start on Site</td> <td>December 2015</td> <td>December 2015</td> </tr> <tr> <td>Finish On Site</td> <td>March 2016</td> <td>June 2016</td> </tr> </tbody> </table>	Activity	Authority to Start work (G5) Programme	Final (G6) Programme	Appointment of Contractor	September/ October 2015	December 2015	Start on Site	December 2015	December 2015	Finish On Site	March 2016	June 2016
Activity	Authority to Start work (G5) Programme	Final (G6) Programme											
Appointment of Contractor	September/ October 2015	December 2015											
Start on Site	December 2015	December 2015											
Finish On Site	March 2016	June 2016											

<p>5. Key Conclusions</p>	<ol style="list-style-type: none"> 1. The Project was delivered below budget due to some of the design and contract fees no longer being required. 2. A negative reflection is that the project manager who oversaw the project no longer works for the City and there are insufficient records of works done or relevant records relating to this project cannot be traced. 3. Better liaison with other key stakeholders to ensure any working restrictions such as noisy working hours are noted as early as possible. 4. Lessons learned include the need for a more robust monitoring, checking and storage of data on works undertaken. 5. All projects are now run on the asset management system (Keystone) and will allow better future planning, programming and monitoring. Details of all completed works are now immediately uploaded to the Department's Keystone Access Management System, allowing details of works done on estate, block and dwelling level to be accessed and any guarantees noted.

Contact

Report Author	Jason Hayes
Email Address	Jason.hayes@cityoflondon.gov.uk
Telephone Number	020 7332 3768

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Committee(s) Barbican Residential Committee	Date(s): 16032020
Subject: Barbican Arrears	Public
Report of: Andrew Carter Director of Community and Children's Services	For Information
Report author: Anne Mason – Revenues Manager	

Summary

This report, which is for information is to advise members of the current arrears in respect of tenants and leaseholders on the Barbican Estate.

Recommendation

Members are asked to note the report.

Main Report

Background

1. Leaseholders and tenants are billed quarterly in June, September, December and March. The charges raised include charges for car parking and baggage stores.
2. A further analysis of arrears cases is contained in Appendix 1 (Non-public).

Current Position

3. Leaseholders and freeholders

No of free/ leaseholders

Charges raised for period	£10,338,936	2005		
Target level of net arrears	1%			
Actual level of net arrears	0.37%			
<i>Age Analysis of Debt:</i>	Dec 19	Sept 19		
Value of debts				
3 - 6 months	£ 39,136.64	66	£ 46,420.96	62
6 – 12 months	£ 34,144.87	26	£ 15,894.77	19

12 - 24 months	£ 4,373.73	3	£ 4,424.08	4
Over 24 months	£ 23,809.64	5	£ 23,654.52	5
Total arrears outstanding	£101,464.88		£ 89,394.33	
<i>Action taken:</i>				
Amounts subject to arrangement	£ 5,308.77	2	£ 125.21	1
Amounts referred to Comptroller for recovery action	£ 57,259.99	8	£ 52,512.08	11
Net debt outstanding	£ 38,896.12		£ 36,757.04	

There is a total of 71 leaseholders in arrears.

Of the amounts owing for over 12 months (£28,183.37) £28,163.20 is included in the amounts referred to C&CS, £1,162.82 is in dispute, £104.46 is subject to arrangements. The remaining £20.17 relates to 1 case.

The net debt outstanding comprises 61 accounts including 2 cases in dispute.

4. Tenants

Charges raised for period		No of tenants		
	£1,755,997	68		
Target level of net arrears 1%				
Actual level of net arrears 0.10%				
	Dec 19		Sept 19	
<i>Age Analysis of Debt:</i>				
Value of debts				
3 - 6 months	£ 8,846.56	7	£ 14,964.18	8
6 - 12 months	£ 9,148.80	2	£ 6,144.00	2
12 - 24 months	£ 0.00	0	£ 12,125.00	1
debts over 24 months	£ 0.00	0	£ 8,856.96	1
Total arrears outstanding	£ 17,995.36		£ 42,090.14	
<i>Action taken:</i>				
Amounts subject to arrangement	£ 1,882.30	2	£ 1,677.48	2
Amounts referred to Comptroller for recovery action	£ 14,410.44	1	£ 39,716.94	2
Net debt outstanding	£ 1,702.62		£ 695.72	

There is a total of 7 tenants in arrears.

5. Former tenants' arrears

Charges raised for period to Target: as flats are surrendered infrequently the target is that action on arrears must be dealt with within 3 months	N/A	No of former tenants	1		
	Dec 19			Sept 19	
<i>Age Analysis of Debt:</i>					
Value of debts 3 - 6 months	£ 0.00	0		£ 0.00	0
Value of debts 6 - 12 months	£ 0.00	0		£ 0.00	0
debts between 12 - 24 months	£ 0.00	0		£ 0.00	0
debts over 24 months	£12,697.75	1		£12,697.75	1
Total arrears outstanding	£12,697.75			£12,697.75	
 <i>Action taken:</i>					
Amounts subject to arrangement	£ 0.00			£ 0.00	
Amounts referred to Comptroller for recovery action/in dispute	£12,697.75			£12,697.75	
Awaiting write off	£ 0.00			£ 0.00	
Net debt outstanding	£ 0.00			£ 0.00	

There is 1 case in total.

This case is currently being dealt with by the Comptroller and City Solicitor.

Appendices

- Appendix 1 – Arrears Update (Non-Public)

Anne Mason

Revenues Manager DCCS

T: 020 7029 3912

E: anne.mason@cityoflondon.gov.uk

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