

Date	From	To	Details
28/03/13	BA  Barbican Association	BEO  Barbican Estate Office	<p>I am writing to you following the briefings on the concrete works conducted by Karen Tarbox and Chris Bates, with a very specific request for an item to be included in the specification for all future concrete inspections.</p> <p>The request is that the contractor doing the inspections documents for every repair the reason for that repair - eg weathering, low coverage, inadequate compaction, re-repair etc.</p> <p>Looking back at the Martek reports on the three towers, I see that this seems to have been done on the towers in that each repair is identified and a code given for the reason for and type of repair. I imagine therefore it will not be a problem to do it on the terrace block too. Indeed, the recent Q+A document issued by the BEO suggests that the causes of each repair will be documented (Q Will there be records kept in order to identify the cause of areas needing repair i.e. wear and tear, poor coverage etc? A Yes, subject to the cause being ascertainable using the methods available on site), but I would be grateful if you could confirm that this will be done.</p> <p>The reason we are requesting this is because, as you know, the BA is in discussion with the City about the apportionment of costs, believing that the initial errors in construction (such as low coverage and inadequate compaction) should have been declared in the leases if the long leaseholders are to bear the costs. If the costs are ultimately to be apportioned, proper documentation of the reason for each repair will facilitate any apportionment.</p>
10/04/13	BEO	BA	<p>I confirm that the specification for future investigation of exterior concrete will stipulate that testing and documentation is to be carried out in line with that already undertaken on the Barbican towers. For further clarification I confirm that this was also the case in regard to the specification for investigation of exterior concrete at Breton House and Mountjoy House, which was the subject of discussion at the residents meeting. For instance the quotation document for Breton House and Mountjoy House includes a requirement that “All surfaces to [be] tested be inspected for cracks and the findings are to be recorded on drawings. All surfaces to be hammer tested and any loose material identified and carefully taken down (defective areas). All surfaces to be assessed for cover to reinforcement to identify which areas have low cover and most likely to be at risk.”</p> <p>If further detail on the content of the specification is required please let me know accordingly.</p>

			<p>On a related matter you may recall from the residents meeting that the original consultation for Breton House and Mountjoy House was cancelled due to an administrative error. We will shortly be commencing the new consultation process and in addition to the statutory consultation requirements we will include a supplementary document, which will provide more detail regarding the proposed work and anticipated costs. In addition to the information already provided in the Q &amp; A brief, I will also ensure that the confirmation as above is included in the supplementary document as I know this was of particular interest to both the Barbican Association and residents.</p>
11/06/13	BA	BEO	<p>Following the meeting with Gareth Moore and the concrete experts, the BA is still considering its response. We have engaged a concrete expert, and he would like to see some typical drawings of the towers, including the concrete construction. He was told by the London metropolitan archives that the BEO still holds a large number of the original drawings of the building on the estate, and I think I have heard Eddie refer to these too.</p> <p>Is it possible to have access to such drawings? If copies are difficult I am sure he could send someone to refer to them in your office.</p>
12/06/13	BEO	BA	<p>Thank you for your email. I will make some enquiries and come back to you asap.</p>
17/06/13	BA	BEO	<p>I am writing to seek two bits of further information relating to the concrete works on the towers.</p> <p>The first is the more urgent because having the information may affect how house groups respond to the letter from the LVT seeking dispensation from section 20 consultation for the finishing off of the repairs (the deadline for the response is this Friday, 21 June).</p> <p>1a. Please can you provide us with details of the specification for the final repairs to the concrete and the method of working?</p> <p>In particular we would like to know about the expected life of the repairs and any guarantees; information on how closely it will visually match the existing concrete; information on how it will withstand extremes of weather.</p>

			<p>Please can you provide copies to me and to the chairs of the house groups of the three towers – though even better would be if you put the specification/methods document on the BEO part of the website, so any resident can view it.</p> <p>Indeed, a briefing/Q+A session for residents might also be useful.</p> <p>If you can't provide this by say Wednesday this week can you instead confirm that you will provide it as soon as possible and give us a date by which we will have it?</p> <p>1b. Please can you tell us the likely costs of the remaining repair work and how you plan to ensure that the costs are reasonable, given that you are not tendering. I am enclosing a breakdown of the costs that Michael Bennett sent us last June. Are these costs still accurate?</p> <p>2. The next question relates to the scaffolding that was used during the tower works – both the costs and the reasons for it.</p> <p>a) Can you give us a further breakdown of the costs of the scaffolding – ie how much were the costs of</p> <ul style="list-style-type: none"> <li>a) erecting the scaffolding</li> <li>b) hiring it weekly whilst it was there</li> <li>c) disassembling it</li> </ul> <p>b) I remember you or Eddie saying at the meeting we had to discuss the concrete works that the reasons for the scaffolding being necessary and its costs were all fully documented. Please could you let us see the documentation on the reasons for and costs of the scaffolding?</p>
17/06/13	BEO	BA	<p>Thank you for your email. I have asked Chris Bate and Anne Mason to provide me with the information relating to specification, works and costs etc requested in your email below and hope to be able to let you have these by Wednesday. If this is not possible I will let you know tomorrow.</p>

		<p>With regards to a briefing / Q &amp; A session I would be very happy to arrange either at your preference. Once I have responded, with the details you have requested, perhaps you could then let me know which you feel would be more appropriate.</p> <p>With regards to your email last week about the original drawings, I am advised that the drawings included in the report by Bickerdike Allen were developed by Bickerdike Allen using original drawings obtained by Arup. The original drawings are retained by Arup and there is a cost attached to opening the archive and obtaining copies of the drawings. Chris Bate has contacted Arup to ascertain details of the fees and process and the information below, extracted from their reply, advises on both. Before proceeding on this basis your expert may wish to review the drawings in the report by Bickerdike Allen to see if these are suitable for his / her purpose and if not, we are of course happy to support you in the access request for additional drawings.</p> <p>We have put in a request for the list of drawings for each of the Tower Blocks, as there is no cost attached to this aspect of the request and will let you have this as soon as we received it. Once your expert has had chance to peruse the BAP information and list of drawings please let me know if we can be of further assistance with this matter.</p> <p>Process for access to archive drawings from Arup:</p> <p><i>Upon request from the BEO;</i></p> <p><i>Arup will supply an excel drawing list. If there are drawings of interest to the client let us know and we will issue you with a Arup Terms &amp; Conditions form.</i></p> <p><i>The T&amp;C form needs to be completed and return in the post accompanied by a letter of permission from the Barbican Estate Management Team naming the client and giving permission to view and buy copies of drawings.</i></p> <p><i>Once we have received these we can arrange a date and time for the client or the client's engineer in to the office to view the drawings and select which ones they wish to buy.</i></p> <p><i>The charges are</i></p>
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17/06/13	BA	BEO	<p>Thank you very much indeed for your prompt response.</p> <p>I will get back to you on the matter of the drawings.</p>
19/06/13	BEO	BA	<p>Chris Bate will be sending a full response direct to you this morning as I am due in committee. As we have also received related questions from Chairmen of the Towers, our approach will be to provide a Q &amp; A , plus supplementary information, which will be sent to yourself and copied to each of the Chairman of the Towers for completeness.</p> <p>I am also writing to advise that I will be on annual leave from lunchtime today, returning on 15<sup>th</sup> July 2013. In my absence any questions relating to the on-going concrete repairs or the LVT should, in the first instance, be directed to Christopher Bate - <a href="mailto:Christopher.Bate@cityoflondon.gov.uk">Christopher.Bate@cityoflondon.gov.uk</a>. (This will also be advised to all recipients in Chris' follow up email.)</p> <p>Chris has been fully involved in this matter and is therefore best placed to deal with enquiries in my absence. ( He will also continue to liaise with Eddie on all such matters)</p>
22/07/13	BA	BEO	<p>Thank you to you and Christopher for providing all the information we asked for about the final repairs to the Tower concrete.</p> <p>May we accept your offer of a Q+A briefing to residents about the latest repair works. We think that the residents of the three towers particularly would welcome an opportunity to have a presentation on what is proposed and its timings and to ask questions - but perhaps you could make the meeting open to all, as with the Beech Street works briefings?</p>

			<p>May I also respond to one suggestion that Chris made in his briefing notes to us that, since we had engaged WJ Marshall to advise us, a meeting of experts to agree the final specification might be appropriate. We appreciate the suggestion but are going to decline! The BA has no wish to usurp the role of the BEO in managing works on the estate by appointing its own experts. We are using WJ Marshall to advise us on one very narrow specific question and we think it would not be appropriate to involve them in wider questions.</p> <p>Finally, thanks to Christopher for liaising with Arup over access to the plans for WJ Marshall; in the end they did not need to refer to the plans.</p>
07/08/13	BEO	BA	<p>I am very sorry for the delay in replying to your email below. Chris and I would be very happy to meet with residents regarding the final concrete repairs and I will ask the House Officers to set this up.</p>
02/09/13	BA	BEO	<p>I am writing to seek some further information about concrete. As you will know, our legal advice is that at least some of the defects identified and repaired in the recent work on the towers does amount to structural defects that should have been declared in the lease.</p> <p>We have been advised to seek further documentation. The following is the list of documents. I have tried to get the BRC minutes from the City's website but they do not appear to be available.</p> <ol style="list-style-type: none"> <li>1. Background meeting notes and correspondence with Ove Arup &amp; Partners, February 1986, see report to BRC 14 April 1986, Agenda Item 7 – Background material.</li> <li>2. Any relevant report, but certainly the minutes of the BRC 10 February 1986.</li> </ol>

			<p>3. Minutes of the BRC 14 April 1986.</p> <p>4. The results of the “walk-round survey” recommended to the BRC 14 April 1986. This survey was done, see the 1991 Physical Future document, paragraphs 2.1.1.1 and 2.1.1.2. Also any report of the survey mentioned in 3.4</p> <p>5. The results of the “reconnaissance survey of the Estate”, by Ove Arup &amp; Partners, recommended to the BRC 14 April 1986. As the budget was £35,000 this must have been a substantial piece of work.</p> <p>6. The report of a second estate-wide survey, see the 1991 Physical Future document, paragraph 2.1.1.2.</p> <p>7. The Ove Arup report referred to in Q+A 4.</p> <p>8. The risk assessments for the scaffolding erected for the inspections and repairs in 2011</p> <p>In addition, in the “Questions / Answers” appended to the current report, on pp. 35-37 of the RCC bundle...</p> <p>Q&amp;A 1 – This reveals that after the settlement of the litigation against the original architects, because of “subsequent issues”, it was necessary to review the concrete. What were these issues?</p> <p>Q&amp;A 2 – The Barbican Association has not seen the reports produced by “commissioned specialists” and others arising out of these “periodic inspections” (until the recent post-2010 surveys). We are also now informed, “In all cases these defects have been minor and most did not require any remedial action.” When were these defects identified and are any of them now included in the current repair programme?</p> <p>Q&amp;A 4 – The BA has not seen a copy of the Ove Arup report referred to.</p>
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			Please don't hesitate to get in touch if you want any clarification.
10/09/13	BA	BEO	<p>I am just wondering if you could give me an estimated time of arrival of the documents we asked for? I'm going on holiday shortly and it would help me plan.</p> <p>You can send them in ones and two if you want. You don't need to wait till you have them all....</p>
10/09/13	BEO	BA	<p>Thank you for your email below.</p> <p>I have requested the 1986 BRC report and minutes from Archive storage via the Town Clerk's office. As soon as these are available to me I will forward to you accordingly (I am awaiting confirmation of the likely timescale).</p> <p>The risk assessments (and related H &amp; S advice to the contractors) have been requested from the CDM co-ordinators and I expect to have these by next week and will forward these to you once received.</p> <p>Other papers (items 4 – 7) are being sought and I will update you as to their availability asap. If I have any further queries regarding these I will come back to you.</p> <p>I will, as you mention, send information to you as I receive it. Is there a second contact that you would like me to include in emails etc during your absence?</p>
25/09/13	BEO	BA	<p>Further to our exchange of emails, I believe we now have all of the documentation requested, with the exception of part of one report. You requested background information to the 1986 BRC report and we have located reference to an earlier (Nov 1985) report by Ove Arup for the Towers, which is separated into three parts i.e. one for each Tower. Unfortunately we have not been able to locate the section for Cromwell Tower and whilst we will continue our internal search, we are also approaching Ove Arup to see if they can assist us from their archive records, so there may be some delay in providing this information.</p>



			<p>I have received agreement from the City’s Assistant Solicitor regarding circulation of the Non-public minutes for the 1986 BRC and for this item I have copied the selection of the minutes as they relate only to the Concrete report.</p> <p>Due to many of the archived copies being in hard copy only we have had a minor issue in making these electronic – simply that due to the binding method these have had to be scanned upside down! The PDF can be rotated, but for ease, we have also made up a hard copy of all documentation (appropriately segmented in a lever arch binder). I will be meeting with Eddie tomorrow just to advise him of the documentation being provided and I will then be able to have these sent to you. I wonder if it would be possible to arrange to meet with you, to hand the hard copies to you and to check that we have understood your requirements correctly and to clarify some documents. This will not of course preclude you from asking for any additional information or seeking clarification at a later stage.</p> <p>I would also like to also discuss a meeting date for mid – late November, so that I can secure Dr’s Casson and Broomfield’s availability, if required in order to respond to any further questions you may have prior to the Dec BRC committee meeting.</p> <p>I am in meetings this afternoon but available tomorrow morning if you would prefer to call me to discuss this further and I would be happy to make arrangements to meet out of hours (with some notice) if that is more convenient for you. My contact numbers are below.</p>
25/09/13	BA	BEO	<p>Thank you for this. Let me respond more fully to your email later - but for now, I'm wondering about meeting up with you (presumably it wouldn't take longer than 15 minutes?) first thing on Friday morning.</p> <p>I'm not sure what time you get in but would sometime around 8.30 or 9.00 be OK? I need to be away by 9.15. I'll then be back around 4.30 pm and could pop into the estate office then if necessary.</p> <p>Alternatively I may be around at about 4.30- 5 pm tomorrow afternoon - but I won't know till it</p>

			happens
25/09/13	BEO	BA	<p>Thank you for your email. Friday am would be fine as I am clear of meetings until 10:00. I am always in by 8:30 so that will be fine and it should only take a few minutes just to show you how the documentation has been pulled together etc.</p> <p>Assuming this is ok, I'll meet you in the BEO reception at 8:30 unless I hear from you to the contrary.</p>
27/09/13	BEO	BA	Meeting between JS & KT for KT to handover e-copy and hard copy of documents.
27/09/13	KT	ES/RH	<p>Email:</p> <p>I met with Jane Smith, BA Chair, this morning to hand over additional documentation requested.</p> <p>I had previously requested that the BA consider dates for a further meeting (probably Nov) with our concrete specialists so that we may respond to any queries the BA or their consultant may have, prior to the Dec BRC meeting (see email 25/9/13).</p> <p>Jane advised that she would be writing to Eddie and Myself next week, advising that the BA do not think that a further meeting with our specialists would be required as “their consultant had come to the same conclusion as BAP re the concrete and there not being a structural defect” (meant in building terms) “ but that the matter was now a legal one – in terms of the lease and therefore they would most likely want to meet with the City’s solicitors”.</p>
07/10/13	JS	GM	<p>Thank you very much for your suggestion, via Karen, of another meeting with your concrete experts to help resolve the concrete discussions between the BA and the City.</p> <p>In the interests of resolving the issue we have in fact engaged a solicitor, Kerry Glanville of Pemberton Greenish, to advise us, and I am writing now to tell you that she will shortly be writing to the City solicitor to seek a meeting with him. Our advice is that the issue is not an engineering one but a legal one and we think it needs a meeting with lawyers present.</p> <p>I will forward you a copy of her letter when she sends it. In the meantime may I also thank you</p>

			both and Karen and her staff for being so helpful in getting us the documents we have asked for.
08/10/13	GM	JS	Many thanks for the update.
13/10/13	JS	GM/ES	Here, as promised, is a copy of the letter from our solicitor to the City solicitor.
17/12/13	BA	BEO	<p>I wonder if we can ask you for one more bit of information relating to the concrete works on the towers?</p> <p>Is it possible to the written specification of the repairs that Structural Renovations actually did in their initial repairs? The Bickerdike Allen report of March 2012 is actually all about the investigations and refers to the repairs as needing to be done.</p> <p>We know from what officers have said verbally that most of the repairs (except for the upper floors of Lauderdale and the surface finishes) were done immediately after the inspections while the scaffolding was still up. We also know about the finishing off repairs in 2013 from the Q+A session after English Hertiage had given the go ahead, but I can't find any document that specifies what the initial repairs were. If we could have a copy that would be very helpful. If we could have it before Christmas that would be even more helpful!</p>
18/12/13	BEO	BA	<p>Thank you for your email. I am sure we can get the information to you before Christmas. However, may I just clarify your requirements with regards to “specification”?</p> <p>Are you referring to the technical specification of the product used in the initial repairs? – if so, please find attached the technical sheets for your perusal. Or Are you seeking further information regarding the requirement and location of the works to be carried out? The technical drawings of the towers show where the repairs were required and I understand that instruction to Structural Renovation was to carryout repairs to locations in accordance with the BAP drawings and attached technical specifications.</p>

			I'll check with Chris regarding any further detailed instruction to Structural Renovations and perhaps, in the meantime, you could clarify your requirements so that we can get the right additional information to you asap.
18/12/13	BA	BEO	<p>Thank you very much for your prompt response. And thank you for the technical specification of the product.</p> <p>I think we are looking for a wider specification than that - ie the piece of paper that gave the instructions to Structural Renovations to do {what sort of?} repairs at the locations identified on the BAP drawings (the drawings that give the locations we have already). I imagine the instructions would include things like</p> <ul style="list-style-type: none"> <li>-coat any exposed steel with X</li> <li>-apply the restoration mortar and the Betofix RM - in accordance with technical instructions etc..</li> </ul>
24/12/13	BA	BEO	Any luck with this further document?
24/12/13	BEO	BA	<p>I am very sorry but I will now not be able to get the remaining information to you before Christmas.</p> <p>The instruction to Structural Renovation was by way of a procurement process that included a specification for testing and potential repairs, their proposal, subsequent appointment of SR via purchase order in accordance with the proposal, further provisional instructions and further instructions following site visits...so there are several documents that make up the instruction. Whilst I have much of the information to hand, unfortunately it is not within the BEO permissions to recreate the electronic purchase orders and we have requested this information from the Central Procurement team. Also, Chris Bate is on leave until 2<sup>nd</sup> January and I would prefer that he validates the documentation before I send it to you as I was not involved at that stage.</p> <p>Chris is back on 2<sup>nd</sup> January 2014 and I will make this request a priority on his return, by which time I should have documentation from the procurement team.</p>

			I apologise that I cannot get this information to you sooner but am confident that we will be able to get this to you by the end of the first week in January.
10/01/14	BA	BEO	Forgive me for emailing now, but I shall be out all day (and therefore not able to email later on today) and I'm just checking to hope that you will send me the remaining specification for the concrete repairs today - I think you said the end of the first week in January?
10/01/14	BEO	BA	<p>I have now received the copy purchase orders and have attached those relevant to the “build-up repairs”, which are those referred to in your request.</p> <p>As previously indicated and for clarification there is not one single instruction, as this is made up of the original tender documents for the investigation works (attached), which included some provision for repairs, the outcomes of the investigation work, which identified the location of required repairs (i.e. Bickerdike Allen Partners report – which you already have), the purchase orders to carry out the repairs in accordance with the work identified in the report and the Remmer’s technical information sheets, which shows the product detail and working methods of repair.</p> <p>I trust the use of these documents together with the Bickerdike Allen Report and Drawings provides the information you require regarding the location and nature of build-up repairs. If you require any further information regarding the final finish repairs please let me know accordingly. Regards</p>
02/02/14	BA	BEO	<p>In the last set of documents that you sent us in response to our request for information on the actual specification for the repairs to the concrete on the towers, we noticed that the quotation from Structural Renovations included in item 4.5:</p> <p>“We would be able to offer a significant saving by the use of an alternative scaffolding contractor who is familiar with the Corporation and has previously worked on the Barbican site.”</p> <p>Can you tell us what the City’s response was to that item? Was it followed up? If so with what result? If not, can you tell us for what reason was it not followed up?</p>

			<p>I would be very grateful for any information you can provide.</p> <p>Also, is there a report yet on the outcome of the inspections to Mountjoy and Breton House?</p>
12/02/14	BEO	BA	<p>Having checked with Officers and Consultants involved at the time, my understanding is that the reason for not pursuing the alternative contractor option was that to do so would have delayed the process and the works were of an urgent health and safety nature, in response to Bickerdike Allen’s advice that all the blocks should be dealt with by the end of the year (2011). The Mattison quote was based on their site meeting with an abseiling specialist (Vertical Technology) and the CDM coordinator. Ensuring that any alternative quotation complied with the same requirements would have entailed a delay to the project, due to requiring a further procurement process to ensure a fair process; including further on site meetings with any potential scaffolding companies and was deemed not feasible to pursue in the context of urgent works being required.</p> <p>With regards to Mountjoy and Breton House, we have now received the results of the testing, which have been sent to Dr Broomfield for his review and we expect to receive his report and recommendations shortly. As soon as we have his report this information will be shared with the house groups and residents.</p>