



Barbican Estate Residents Consultation Committee

Date: MONDAY, 24 NOVEMBER 2014
Time: 6.30 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Tim Macer - Willoughby House (Chairman)	John Tomlinson - Cromwell Tower
Professor Chris Mounsey - Breton House (Deputy Chairman)	Gillian Laidlaw - Mountjoy House
Randall Anderson - Shakespeare Tower	Fiona Lean - Ben Jonson House
Averil Baldwin - Thomas More House	Natalie Robinson - Andrewes House
Robert Barker - Lauderdale Tower	Professor Michael Swash - Willoughby House
Mary Bonar - Wallside	Jane Smith - Barbican Association
Gordon Griffiths - Bunyan Court	John Taysum - Bryer Court
Helen Wilkinson - Speed House	Janet Wells - John Trundle House
Robin Gough – Defoe House	Mark Bostock – Frobisher Crescent
Dr Gianetta Corley – Gilbert House	

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NB: Part of this meeting could be the subject of audio video recording

John Barradell
Town Clerk and Chief Executive

AGENDA

1. **APOLOGIES**
2. **DECLARATIONS BY MEMBERS IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**
To agree the minutes of the Barbican Residents' Consultation Committee (RCC) held on 1st September 2014

For Decision
(Pages 1 - 8)
4. **BARBICAN LISTED BUILDING MANAGEMENT GUIDELINES - VOLUME IV - LANDSCAPE SPD**
Report of the Director of the Built Environment

For Information
(Pages 9 - 52)
5. **SERVICE LEVEL AGREEMENT (SLA) QUARTERLY REVIEW**
Report of the Director of Community and Children's Services

For Information
(Pages 53 - 64)
6. **PHYSIOTHERAPIST: 1, THE POSTERN, BARBICAN ESTATE - LEASE SURRENDER AND NEW LETTING**
Report of the Director of Community and Children's Services

For Information
(Pages 65 - 68)
7. **PROGRESS OF SALES AND LETTINGS**
Report of the Director of Community and Children's Services

For Information
(Pages 69 - 72)
8. **SERVICE CHARGE EXPENDITURE AND INCOME ACCOUNT - LATEST APPROVED BUDGET 2014/15 AND ORIGINAL BUDGET 2015/16**
Joint Report of the Chamberlain and the Director of Community and Children's Services

For Information
(Pages 73 - 80)
9. **REVENUE AND CAPITAL BUDGETS - LATEST APPROVED BUDGET 2014/15 AND ORIGINAL 2015/16 - EXCLUDING DWELLINGS SERVICE CHARGE INCOME AND EXPENDITURE**
Joint Report of the Chamberlain and the Director of Community and Children's Services

For Information
(Pages 81 - 92)

10. **COMMUNAL REPAIRS AND REDECORATIONS PROGRAMME**
Report of the Director of Community and Children's Services
For Information
(Pages 93 - 98)
11. **WATER SYSTEM TESTING AND ASSOCIATED SAFETY WORKS**
Report of the Director of Community and Children's Services
For Information
(Pages 99 - 106)
12. **CAR PARK AND BAGGAGE STORES CHARGING POLICY**
Report of the Director of Community and Children's Services
For Information
(Pages 107 - 118)
13. **WORKING PARTIES - FORMATION AND REVIEW**
Report of the Director of Community and Children's Services
For Information
(Pages 119 - 126)
14. **WORKING PARTY REVIEW - MINUTES OF ASSET MAINTENANCE WORKING PARTY**
Report of the Director of Community and Children's Services
For Information
(Pages 127 - 128)
15. **WORKING PARTY REVIEW - MINUTES OF THE PARCEL TRACKING SYSTEM WORKING PARTY**
Report of the Director of Community and Children's Services
For Information
(Pages 129 - 130)
16. **ANNUAL REVIEW OF RTA'S**
Report of the Town Clerk
For Information
(Pages 131 - 136)
17. **UPDATE REPORT**
- Agenda Plan 2014
 - 'You Said, We Did'
 - Property Services Update
 - City Surveyors' Update
- Report of the Director of Community and Children's Services
For Information
(Pages 137 - 154)
18. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

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BARBICAN ESTATE RESIDENTS CONSULTATION COMMITTEE **Monday, 1 September 2014**

Minutes of the meeting of the Barbican Estate Residents Consultation Committee (RCC) held at Guildhall on Monday, 1 September 2014 at 6.30 pm

Members:

Tim Macer - Willoughby House
(Chairman)

Professor Chris Mounsey - Breton House
(Deputy Chairman)

Randall Anderson - Shakespeare Tower

Averil Baldwin - Thomas More House

Robert Barker - Lauderdale Tower

Gordon Griffiths - Bunyan Court

Helen Wilkinson - Speed House

Robin Gough – Defoe House

Dr Gianetta Corley – Gilbert House

John Tomlinson - Cromwell Tower

Gillian Laidlaw - Mountjoy House

Fiona Lean - Ben Jonson House

Natalie Robinson - Andrewes House

Professor Michael Swash - Willoughby

John Taysum - Bryer Court

Janet Wells - John Trundle House

Mark Bostock – Frobisher Crescent

In Attendance:

Professor John Lumley – Member of the Court of Common Council, ward of Aldersgate

Officers:

Karen Tarbox	- Community and Children's Services
Michael Bennett	- Community and Children's Services
Helen Davinson	- Community and Children's Services
Mike Kettle	- Community and Children's Services
Anne Mason	- Community and Children's Services
Amy Carter	- Community and Children's Services
Colin Chuter	- Chamberlain's
Julie Mayer	- Town Clerk's

1. APOLOGIES

Apologies were received from John Tomlinson, Jane Smith, David Graves and Gareth Moore (Chairman of the Barbican Residential Committee).

The Chairman congratulated Karen Tarbox in her new role as Assistant Director, Barbican and Property Services and welcomed Colin Chuter from Chamberlains and Amy Carter (Community and Children's Services) to their first meetings.

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

There were no declarations.

3. MINUTES

The Frobisher House representative asked for an amendment in respect of page 4 of the minutes in that the House Group had asked that the RCC to be alerted to a potential dispute. There was also an error in the text in that inhabitable should have read 'un-inhabitable'.

Subject to the above, the Minutes of the meeting held on 2 June 2014 were approved as a correct record.

4. **2013/14 REVENUE OUTTURN (EXCLUDING THE RESIDENTIAL SERVICE CHARGE ACCOUNT)**

The Committee received a joint Outturn Report of the Chamberlain and Director of Community and Children's Services. Members welcomed the simplified format of the reports and some had also attended a briefing session prior to this RCC meeting, which had been very helpful.

RESOLVED, that:

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

5. **2013/14 REVENUE OUTTURN FOR THE RESIDENTIAL SERVICE CHARGE ACCOUNT INCLUDING RECONCILIATION BETWEEN THE CLOSED ACCOUNTS AND AMOUNT TO BE CHARGED TO LONG LEASEHOLDERS**

The Committee received a joint report of the Chamberlain and the Director of Community and Children's Services, which provided a summary of expenditure chargeable to the Barbican Estate's long leaseholders.

RESOLVED, that:

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

6. **RELATIONSHIP OF BRC OUTTURN REPORT TO SERVICE CHARGE SCHEDULES**

The Committee received a report of the Director of Community and Children's Services, which sought to clarify how the service charge division in the 2013/14 Revenue Outturn Report relates to the service charge schedules provided to long lessees.

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

- Lauderdale residents would challenge being charged for the replacement glass at roof level as it related to work that recently been done and should be under warranty.
- Water tanks were tested on a regular basis.
- The drainage issues at Frobisher Crescent were considered to be service chargeable and will continue to be so unless evidence arises to the contrary.
- Members commended the helpful format of the report.

RESOLVED, that:

The report be noted.

7. **SERVICE LEVEL AGREEMENT (SLA) REVIEW**

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

During the discussion on this item, the following points were raised/noted:

- A meeting had been arranged with the Cleaning Manager for later this week, in order to look at spot checks on the podium and other problem areas.
- There was currently no finance available for bike lockers but some TfL funding had recently become available for bike racks and bike cages, which were very popular with residents. Members noted that there may be some modest charges for these such as to cover key administration, and residents would be updated once officers had received further clarity.
- Members noted that the SLA working party considered both leaseholder and service chargeable issues, as there were overlaps with officer responsibilities but the report indicates which account each item belongs to.
- Andrewes House had been extremely concerned about two recent intrusions, where entry had been gained via an open escape door (either left open or not closed properly). Residents noted that this had now been escalated to the Assistant Director, Barbican and Property Services, who would undertake a further investigation and update residents by the end of this week. Furthermore, the outcome and improvements would be fed into the wider security procedures on the estate and raised at the next SLA Working Party.

RESOLVED, that:

The report be noted.

8. **REVIEW OF WORKING PARTIES**

The Committee received a report of the Director of Community and Children's Services, which sought a decision on the process for setting up and running the RCC's working parties.

Members particularly welcomed receiving the Minutes of the working parties as it promoted transparency as well as tracking progress. Some Members suggested that an annual report and summary of the work of each group would also be helpful and this could be circulated more widely to residents.

The Chairman advised that vacancies would be filled at the AGM, along with reviewing terms of reference and setting time limits on the working parties, where necessary.

RESOLVED, that:

The draft protocol for setting up and running the Working Parties be reviewed in light of the comments raised, so that it could be considered further and implemented at the RCC's Annual General Meeting in Spring 2015.

9. **AUTOMATED PAYMENT SYSTEM FOR TEMPORARY CAR PARKING REVIEW**

The Committee received a report of the Director of Community and Children's Services, which considered the efficiencies in delivering the temporary car parking service. Members were reminded that the Barbican Residential Committee had approved the introduction of an Automated Payment System in February 2013 and this report reviewed the system after its first year of operation.

Members noted that the car park attendants would assist those visitors lacking confidence in using any of the Pay-by-Phone methods. There was also an internet console within the attendant's office, for those without mobile phones.

RESOLVED, that:

It be noted that the system be reviewed again in 2015, with a view to eventually phasing out the physical use of the old Carbon-Paper tickets.

10. **BACKGROUND UNDERFLOOR HEATING UPDATE**

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

Members noted that a decision on budgets for a consultants brief would be taken in December 2014 and welcomed the range of options presented in the report. Officers advised that the new heating contract would commence on 1 October 2014.

RESOLVED, that:

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

11. **ROOF APPORTIONMENT FOR SHAKESPEARE TOWER**

The Committee received a report of the Director of Community and Children's Services which sought approval, by the Barbican Residential Committee, to the final apportionment of costs between qualifying Leaseholders and the City of London Corporation in relation to the roof repairs at Shakespeare Tower. The Shakespeare Tower representative confirmed that the House Group was content with the report.

RESOLVED, that:

The Barbican Residential Committee be recommended to approve the final apportionment of costs for roofing repairs at Shakespeare Tower, being 109.2% to the City and -9.02% to qualifying long leaseholders.

12. **BEECH GARDENS PODIUM WORKS UPDATE**

The Committee received a report of the Director of Community and Children's Services, which sought to provide a suitable waterproofing remedy, with appropriate guarantees, for the North West Barbican Podium covering the areas known as White Lyon Court, John Trundle High Walk, Beech Gardens and Bryer Court Pond.

The Bryer Court House Group Member asked for the Group's discontent at the pace of this project to be recorded. The Assistant Director advised that a further Project Board and residents' meeting had been planned for this week, to address their issues. Members were reminded that the project was a pilot for waterproofing the whole of the podium which had, so far, been successful. The report before Members today had been intended as a position statement for the whole estate and the Project Board would receive a more detailed report.

RESOLVED, that:

The report be noted.

13. **WORKING PARTY REVIEW - MINUTES OF BEECH GARDENS FUTURE LANDSCAPING WORKING PARTY**

Members received the minutes of the Beech Gardens Future Landscaping Working Party. Officers advised that the design had been supported by the Working Party, following feedback from consultation with residents and an open-day hosted by the Architect. The Assistant Director, Barbican and Property Services, advised that she would be taking a report to the October Projects Sub Committee, in order to obtain funding approval.

14. **WORKING PARTY REVIEW - MINUTES OF BEECH GARDENS PROJECT BOARD**

Members received the minutes of the Beech Gardens Project Board.

15. **ANNUAL RESIDENTS SURVEY**

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

Members welcomed a very encouraging report and particularly commended the new format. Officers advised that the exact percentages, as shown in the previous report, were available on request and would be shared with the SLA Working Party. In respect of the cleaning, which had recorded a downturn in satisfaction, officers assured Members that they worked to very high standards and would seek to rectify this as soon as possible. In respect of specific comments and suggestions made by residents, such as the Art Centre's crumbling brickwork on the Lakeside, officers advised that all of these items would be picked up under '*You said; We Did*' and communicated back to residents, so they are aware that their feedback has been acted upon.

RESOLVED, that:

The results of the Barbican Residents Survey, undertaken in July 2014, be noted.

16. **53 FORE STREET - WOOD STREET BAR AND RESTAURANT - NEW LEASE**

Members received a redacted report in respect of granting a new single lease to the Wood Street Bar and Restaurant (formerly Crowders Well Public House) and flat 185 Andrewes House.

Members noted that the application would be subject to a decision by Barbican Residential Committee (BRC) on 15th September 2014 but the final terms of the licence would fall under the jurisdiction of the Licensing Committee. In respect of a recent complaint about noise, Members noted that this had been resolved.

RESOLVED, that:

The report be noted.

17. **PROGRESS OF SALES AND LETTINGS**

The Committee received a report of the Director of Community and Children's Services, which sought to advise Member of the sales and lettings which had been approved by officers since the last meeting.

RESOLVED, that:

The report be noted.

18. **UPDATE REPORT**

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

Former Barbican/COL insignia affixed to the end of the Willoughby House Car Park ramp - Members were disappointed that this had taken so long to resolve and felt that it should have been covered by a planning condition and replaced at Heron's expense. Officers noted residents' comments, which would be reported to Legal Services.

North elevation scaffolding - Members asked if both the painting and concrete testing works could be carried out whilst this was in place.

TV upgrade – Officers advised that residents would be able to keep their existing TVs. However, there was some dissatisfaction about the level of communication generally and Members asked for clarity and further publicity about the meeting with VFM, which had been planned for 15th September in Shakespeare Tower.

Podium tiling - the Assistant Director apologised for the delay in the supply of the step edges but advised that there had been an issue with the manufacturer. The outcome would be reported under '*You Said; We Did*', or sooner if possible.

RESOLVED, that:

The update report be noted.

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

The questions received in advance and their responses had been circulated and would be appended to this set of minutes.

20. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

The Town Clerk was heard in respect of the suggested dates for RCC Meetings in 2015 and Members agreed that they would keep to the usual cycle; i.e. Monday's at 6.30pm, two weeks before the Barbican Residential Committee. Members agreed that, for those dates in 2015/16, where the respective Mondays fall on a Bank Holiday, the RCC meetings would still take place on a Monday but one before the BRC meeting; i.e.

- 7 September 2015
- 6 June 2016

The Town Clerk undertook to complete the draft minutes as soon as possible in time for the Grand Committee meetings the following week.

The AGMs for 2015 and 2016 would be scheduled for a Monday evening in April of both years and dates would be advised shortly. All other dates were now available on the web site.

The meeting ended at 8.30 pm

Chairman

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Agenda Item 4

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

Main Report

Background

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

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

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

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

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

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

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

Current Position

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

Options

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

Corporate & Strategic Implications

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

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

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

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

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

Implications

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

Conclusion

21. Members are recommended to adopt the amended Barbican Listed Building Management Guidelines Volume 4, Landscaping Part 1 SPD by resolution. As soon as reasonably practicable after adoption an adoption statement, the SPD and the consultation statement will be published on the City's website and made available for

inspection and a copy of the adoption statement sent to anyone who has asked to be notified of adoption of the SPD .

Appendices

- Appendix A – The Barbican Listed Building Management Guidelines; Volume IV – Landscape SPD, Part 2 and Part 3 Draft Text, - with track changes visible.

(The document has many appendices which will be printed and provided in the members' reading room).

- Appendix B – Statement of Consultation
- Appendix C – Schedule of proposed changes
- E.Q.I.A
- SEA Screening report

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Background Papers:

- P&TC committee report – 17th July 2014

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City of London

Appendix B

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

Consultation Statement

October 2014



The Barbican Listed Building Management Guidelines Volume Four – Landscape
Supplementary Planning Documents (SPD), Part 2 – Good Practice and Part 3 – Green

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

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

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

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

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

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

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

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

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

Summary of comments and responses

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



Department of the Built Environment

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

– CRE Chair 2001

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

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

Equality Impact Assessment: Stage 1 Initial Assessment

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

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

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

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

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

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

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

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

Equality Impact Assessment: Stage 2:

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

A: Summary Details

Directorate:

Section:

Person responsible for the assessment:

Contact details:

Names of other people participating in review:

Name of Policy to be assessed:

Is this a new or revised policy:

Date policy scheduled for Committee (if relevant):

B: Preparation

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

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

C: Policy/Project/Service

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

D: The Impact

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

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

<i>Identify the potential impact of the policy/service/proposal on men and women</i>						
Gender	Positive	Negative (please specify if High, Medium or Low)			Neutral	Reason
Women		H	M	L		
Men		H	M	L		
Transgender/ transsexual		H	M	L		
<i>Identify the potential impact of the policy/service/proposal on the basis of the following:</i>						
	Positive	Negative (please specify if High, Medium or Low)			Neutral	Reason
Pregnancy & Maternity		H	M	L		
Marriage & Civil Partnership		H	M	L		
<i>Identify the potential impact of the policy/service/proposal on different race groups</i>						
Race	Positive	Negative (please specify if High,			Neutral	Reason

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

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

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

E: Review

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

High ⑤**Medium** ⑤**Low** ⑤

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

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

Signatures

Person completing this assessment	
Service Head	
DBE Equalities Champion	

Action Plan

Recommendation	Key activity	Progress milestones	Officer Responsible	Progress

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Screening Statement

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

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

Nov 2014



Sustainability Appraisal/Strategic Environmental Assessment Screening for:

Barbican Listed Building Management Guidelines Volume IV Landscape Part 1

1 Purpose of Sustainability Appraisal (SA) / Strategic Environmental Assessment (SEA)

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

2 Purpose of the Barbican Listed Building Management Guidelines Volume IV Landscape SPD

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

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

3 SEA Screening Procedure

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

4 Screening and Consultation Outcome

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

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

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

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

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

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

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

Background

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

Current Position

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

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

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

Proposals

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

Conclusion

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

Background Papers: Quarterly reports to committee from 2005.

Contact: *Michael Bennett, Barbican Estate Manager*
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barbican.estate@cityoflondon.gov.uk

APPENDIX 1
SERVICE LEVEL AGREEMENT REVIEW- CUSTOMER CARE, SUPERVISION AND MANAGEMENT 2014

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

APPENDIX 2

SERVICE LEVEL AGREEMENT REVIEW - ESTATE MANAGEMENT 2014

	<u>Quarter</u>	<u>LL/SC</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
144	Apr - Jun 13	LL	Following Resident Survey. Cleaning Manager reviewing podium cleaning levels/staffing at weekends	Cleaning Supervisors spot inspections at weekends highlight cleaning schedules not being maintained – follow ups demonstrate schedules back on track - weekend spot checks by Cleaning Supervisors to be standard procedure.	✓
159	Apr - Jun 14	LL	Reviewing Pay by Phone temporary car parking system with surveys to residents and staff	Over 200 responses to survey - report to Sep committee	✓
160	Jul - Sep 14	LL	Staff receiving requests for use of Bicycle Pumps - Can we provide?	Purchased one for every Car Park and is now part of their facilities for residents that they already have (other items include Car Charging equipment, tool kits etc)	✓
161	Jul - Sep 14	SC	Review demand for Baggage Stores & Bicycle Lockers	Letter to all residents on a waiting list do they still want to remain on it?	✓
Page 56	Jul - Sep 14	-	Can more Bicycle Racks be provided?	TfL providing BEO with £75k's worth of new bicycle storage facilities (bicycles hangers/bespoke secure enclosures) for 192 bicycles to be completed by the end of the financial year). Charged policy to be agreed. A survey was completed across all the CP's and projects to provide additional stands, replace stands in difficult to access areas and to also improve general storage in the form of secure enclosures. Also a bicycle amnesty has been initiated within the Andrewes and Bunyan CP's to remove old abandoned bicycles to make spaces available for others.	
	Jul - Sep 14	-	Electrical Vehicle Charging Points	BEO is liaising with TfL as they plan to install 25,000 charging points across London. The BEO has also liaised with the Dept. Built Environment, neighbouring developments and main car dealers regarding these charging points. A residents survey is to be carried out to ascertain demand in various parts of the Estate.	
164	Jul - Sep 14	SC	Following resident complaint - repairs surrounding security/safety issues	Repairs surrounding security/safety issues to be prioritised. House Officer to check repairs have been carried out correctly	✓
165	Jul - Sep 14	LL	5 hour free temporary visitor car parking procedures reiterated to Estate Concierge	For comment	✓
166	Jul - Sep 14	LL	Car Park cleaning - noticeable improvements in KPIs	For comment	✓
167	Jul - Sep 14	SC	Communal window cleaning - are additional window cleaning options still available to House Groups?	Yes these options are still available via your HO.	✓
168	Jul - Sep 14	SC	As part of the tender for the window cleaning contract what will the proposed window cleaning frequency be.	Window cleaning frequency will be as current as laid out in the SLAs - 6 weekly for residential windows & doors, screens & glazing in communal areas and quarterly for abseiling areas.	✓

APPENDIX 3

SERVICE LEVEL AGREEMENT REVIEW - PROPERTY MAINTENANCE 2014

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

APPENDIX 4
SLA AGREEMENT REVIEW - MAJOR WORKS 2014

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

APPENDIX 5

SERVICE LEVEL AGREEMENT REVIEW - OPEN SPACES 2014

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

Page 59

Barbican KPIs 2014-15

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

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

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Committee(s): Residents Consultation Committee	Date(s): 24 November 2014	Item no.
Subject: Physiotherapist: 1 The Postern Barbican Estate lease surrender and new letting to XXXXXXXXXXXXXXXXXXXX	Redacted	
Report of: Director of Community and Children's Services	For Information	
<u>Summary</u>		
<ol style="list-style-type: none"> 1. This report, which is for decision, seeks approval to accept a surrender of the lease of XXXXXXXXX for 1 The Postern subject to the simultaneous grant of a new lease for the premises to XXXXXXXXXXXXXXXXXXXX. The new lease being at an annual exclusive rental of £XXXXXX which equates to £XXXXX per sq. ft. with a rent deposit of £XXXXXX being held. The lease will be for ten years, will be subject to five yearly upward only rent reviews and the tenant will have a break option at the end of the fifth year of the term on six months prior written notice. The new lease is to commence on 15 January 2015 to coincide with the current tenant XXXXXXXXX surrendering their lease to the City. The new lease is to be excluded from sections 24 to 28 of the Landlord and Tenant Act 1954. Each party is to bear their own legal fees. 2. The premises are currently let to XXXXXXXXX on a five year lease from September 2013 at an annual exclusive rental of £XXXXXX. The lease which was granted outside of sections 24 to 28 of the Landlord and Tenant Act 1954 and therefore has no security of tenure expires on 27 November 2018 with a break option in November 2015. XXXXXXXXX has been the tenant for 28 years and wishes surrender the lease so that they can sell the physiotherapist business and retire. 3. The rental for the proposed new tenant XXXXXXXXXXXXXXXXXXXX represents a good return for the City with an increased rental and a larger deposit being held. 		
Recommendations		
<p>Members are asked to;</p> <p style="padding-left: 40px;">Approve the grant of a new lease to XXXXXXXXXXXXXXXXXXXX at an exclusive annual rental of £XXXXXX per annum, the lease to commence on 15 January 2015 with the payment by the tenant of £XXXXXX rent deposit and the simultaneous surrender of the existing lease of 1 The Postern Barbican at nil consideration. The new lease is to be excluded from</p>		

sections 24 to 28 of the Landlord and Tenant Act 1954, all parties to bear their own legal costs.

- Instruct the Comptroller and City Solicitor to prepare the necessary legal documentation.
- Approve that any major changes to the proposed terms of the new lease be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman of your Committee.
- Approve that any minor changes to the proposed terms of the new lease be delegated to the Director of Community and Children's Services (in consultation with the Chamberlain for those of a financial nature).

Main Report

Background

1. The above premises were originally let on 17 February 1986 at an annual rental of £XXXXXX exclusive. A rent deposit of £XXXXX was taken. The premises were originally used as a physiotherapist and for residential purposes. Planning permission was granted to XXXXXXXXX in June 2003 for use of the whole premises as a physiotherapy clinic. The proposed new tenant has applied for planning permission as the 2003 planning permission is personal to XXXXXXXXX. This letting is not subject to planning permission being granted.

Current Position

2. The premises are still open and all rent has been paid up to date.
3. Matthews & Goodman, Property Advisors, were retained to assess the current market rental income of the premises at a fixed fee of £XXXXX (see appendix 1).
4. Matthews & Goodman carried out a rent review and assessed the rental at £XXXXXX exclusive per annum which equates to a rental of £XXXXX per sq. ft. and compares favourably with other lettings. The only other medical facility on the estate being the dental surgery at 1 Wallside with an annual rental of £XXXXXX exclusive.
5. Prior to this new lease the rent for the premises was £XXXXXX which was set in September 2013 and so a £XXXXX uplift represents a decent improvement in the rent for the premises.

6. XXXXXXXXXXXXXXXXXXXX has been financially appraised by the Chamberlains Department.
7. The proposed new tenant XXXXXXXXXXXXXXXXXXXX has been operating as an established business, XXXXXXXXXX which was founded in 2003 and is situated in XXXXXXXXXXXXX. Staffing consists of two part time secretaries, five part time physiotherapists, a Pilates instructor, a massage therapist and a chiropodist. The premises at XXXXXXXXXX consist of a reception, four treatment rooms and a rehabilitation area. XXXXXXXXXXXX has to move from its current premises because the building is to be sold.
8. XXXXXXXXXXXXXXXXXXXX have the following plans for operating a clinic at the 1 Postern:
 - To retain as much of XXXXXXXXXXXXX business as possible.
 - To retain the existing Barbican physiotherapist business and undertake refurbishment of the premises.
 - Carry out research to find out the services that people want. In addition to engaging with Barbican residents, they will engage with the local GP Neaman practice to see if they have any healthcare needs not met currently within the Barbican. They are proposing to assess the demand for a Private GP service, or a more inexpensive nurse practitioner service.
 - To improve links with the local community and to offer a special rate to all Barbican residents, and become engaged through the various media accessible by the residents.
 - Update the premises to make it more welcoming and have improved facilities and to have a more open door policy. To assess the demand for a weekend service.
 - Hold a launch party, inviting those who live in the area, doctors and existing patients which will be a good way to both advertise the clinic and find out what else people want.
9. We are satisfied that the deal represents a full market rental and retains an existing business. The premises have not been marketed on the open market but there has been no loss of income to the City as the commencement of the new lease will coincide with the current tenant surrendering their lease. Furthermore this lease represents value for the City, as no rent free period has been offered which is normally the case for a new letting.

Corporate & Strategic Implications

10. The proposed lease and the negotiations have been reviewed and are in line with commercial lettings and the market on the terms offered.

Consultees

11. The Chamberlain, Comptroller & City Solicitor and City Surveyor have been consulted in the preparation of this report and their comments have been incorporated.

Conclusion

12. The rental of £XXXXXX represents a good open market rent for the premises and an increase in rental amount of £XXXX per annum with a larger deposit being held by the City. The premises are a valuable amenity to the residents on the estate.

Background Papers:

Physiotherapist: 1 The Postern

Report of: Director of Community & Children's Services (September 2013)

Appendices

Matthews & Goodmans report (Not included for RCC)

Contact:

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Agenda Item 7

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

Main Report

BACKGROUND

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

SURRENDERS

2.

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

RIGHT TO BUY SALES

3.

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

OPEN MARKET SALES

4.

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

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

APPROVED SALES

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

APPROVED LETTINGS

9. No lettings approved since your last committee

11. SALES PER BLOCK

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

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

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

Contact: Anne Mason
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Telephone Number: 020 7029 3912

Agenda Item 8

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

Summary

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

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

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

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

Recommendations

The Committee is requested to:

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

Main Report

Introduction

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

Proposed Revenue Budget for 2015/16

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

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

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

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

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

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

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

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

Draft Capital and Supplementary Revenue Budgets

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

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

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

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

Appendix 1

Analysis of Repairs, Maintenance and Minor Improvements

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

Appendix 2

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

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

Summary

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

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

- Landlord Services

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

- Car Parking

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

- Baggage Stores

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

- Trade Centre

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

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

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

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

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

Recommendations

The Committee is requested to:

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

Main Report

Introduction

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

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

Proposed Revenue Budget for 2015/16

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

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

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

Notes - Examples of types of service expenditure:-

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

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

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

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

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

Potential Further Budget Developments

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

Draft Capital and Supplementary Revenue Budgets

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

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

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

Appendices

Appendix 1: Revenue Expenditure by Service Managed

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

Appendix 3: Analysis of Repairs, Maintenance and Minor Improvements

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

APPENDIX 1

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

Supervision and Management – General

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

Landlord Services

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

insurance to that provided through the City and, consequently, insurance is accounted for in the Landlord Account rather than as part of the Service Charge Account.

Car Parking

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

Baggage Stores

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

Trade Centre

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

APPENDIX 2

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

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

**ANALYSIS OF REPAIRS, MAINTENANCE AND MINOR IMPROVEMENTS
ALL LOCAL RISK**

	Latest Approved Budget 2014/15 £'000	Original Budget 2015/16 £'000		Budget to Budget % Increase (Decrease)
	A	B		B/A
<u>Supervision & Management Holding Account</u>				
Estate Office - Breakdown Maintenance	19	9	E	
Total Supervision & Management Holding Account	19	9		(47)
<u>Services and Repairs - Landlords</u>				
Breakdown Maintenance	274	255	E	
Drains	88	93		
Rechargeable works - Emergency work in sold flats, dilapidations and insurance claims	35	35	A	
External redecoration (70% of soffits)	34	34	A	
Total Services and Repairs - Landlords	431	417		97
<u>Car Parking</u>				
Breakdown Maintenance - Building	231	141	E	
Total Car Parking	231	141		(61)

	Latest Approved Budget 2014/15 £'000	Original Budget 2015/16 £'000		Budget to Budget % Increase (Decrease)
<u>Stores</u>	A	B		B/A
Breakdown Maintenance	6	6	E	
Total Stores	6	6		0
<u>Trade Centre</u>				
Breakdown Maintenance	49	53	E	
Total Trade Centre	49	53		108
<u>Other Non-Housing</u>				
Breakdown Maintenance	2	2	E	
Total Other Non-Housing	2	2		0
TOTAL	738	628		85

E = ESSENTIAL
A = ADVISABLE
D = DESIRABLE

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Agenda Item 10

Committees:	Dates:
Barbican Estate – Residents Consultation Committee (RCC) Barbican Residential Committee(BRC) Projects Sub	24/11/2014 08/12/2014 21/01/2015
Subject: Communal repairs and redecorations programme for the Barbican Estate	Gateway 3/4 Options Appraisal Public
Report of: Director of Community & Children's Services	For Information – RCC For Decision – BRC/Projects Sub

Summary

Project Status	Green
Time Line	Overall programme: Undertake programming exercise – November 2014 Gateway 3/4 Options Appraisal – December 2014/January 2015 Procurement of contractor – complete March 2015 Schedule works in accordance with programme – through 2015/6 – 2017/18; with the potential to extend to 2019/20.
Programme status	Pending Approval of Gateway 3/4 – Options Appraisal
Latest estimated cost of works	£1.2 - £1.5m (should a 3-5 year programme be procured)
Expenditure to date	N/A.

Progress to Date:

No expenditure has been incurred. An outline programming exercise has been carried out to map out the necessary redecoration works to each block for the next 5 years.

Overview of options:

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

Procurement Approach:

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

Current Estimate of Costs:

Description	Option 1: annual one-off procurement	Option 2: 3-5 year programme
Works Costs	£300,000 - £400,000	£1.2-£1.5m
Fees & Staff Costs	£37,500 - £50,000	£150,000 - £ 187,500
Total	£337,500 - £450,000	£1,350,000 - £1,687,500

Funding Strategy		
Source	City Fund	City Fund

Recommendations

- Approval is given to proceed with procurement for a contractor to undertake the redecoration work, including enabling repairs.
- Approval of the estimated budget of up to £1.5m for a 5 year programme of works.

Options Appraisal Matrix

See attached.

Contact

Report Author	Amy Carter, Asset Programme Manager
Email Address	Amy.Carter@cityoflondon.gov.uk
Telephone Number	0207 332 3768

Options Appraisal Matrix

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

	Option 1 – annual requirement	Option 2 – 3-5 year programme
		address any reactive items that are identified.
6. Stakeholders and consultees	Residents, including leaseholders through Section 20 where they stand to incur service charges. Departments of City Surveyor's, Comptroller and City Solicitor, Town Clerks and Chamberlain's (including CLPS).	
Resource Implications		
7. Total Estimated cost	£300,000 - £400,000	Up to £1.5m
8. Funding strategy	The project is funded by the City Fund, the majority (circa 95%) of the cost is recoverable by way of service charges from leaseholders. The remaining 5% is the landlord's cost element.	
Estimated capital value/return	N/A.	
9. Ongoing revenue implications	There will be annual one-off costs relating to individual blocks that are decorated each year.	There will be annual costs relating to the 3-5 year programme. The costs will be known in advance aiding financial planning.
11. Investment appraisal	N/A.	
12. Affordability	The works have been factored into the Asset Management plans for the Barbican Estate.	The works have been factored into the Asset Management plans for the Barbican Estate, the programmed approach is considered more cost-effective.
13. Procurement strategy	The opportunity will be advertised on the London Portal, seeking a 1-year contract.	The opportunity will be advertised on the London Portal. Tenderers will be asked to submit a price for the next 3 years of identified works, and made aware of the potential of extending for a further 2 years subject to conditions.
	For both options, where practicable and under advice from CLPS, synergy with and potential efficiencies from	

	<i>Option 1 – annual requirement</i>	<i>Option 2 – 3-5 year programme</i>
	other Corporation maintenance requirements/contracts will be explored.	
14. Legal implications	N/A.	
15. Corporate property implications	It is important that the City's assets remain in good, safe and statutory compliant condition. Therefore all necessary action should be taken to ensure that assets are kept as such throughout the assets' lifetime.	
16. Traffic implications	This would be discussed and agreed with appointed contractors where the works have any impact on roads/highways, this does not apply to the majority of the Barbican Estate.	
17. Sustainability and energy implications	The finishes will be specified to be of high quality and as durable as possible, ensuring the cycle of required redecorations is not disrupted by early failure of materials.	
18. IS implications	N/A.	
19. Equality Impact Assessment	N/A.	
20. <u>Recommendation</u>	Not recommended	Recommended
21. Next Gateway	Gateway 5 - Authority to Start Work	Gateway 5 - Authority to Start Work
22. Resource requirements to reach next Gateway	£3,000 in consultancy costs to complete specification. £1,000 in staff costs to undertake procurement.	£6,000 in consultancy costs to complete specifications. £2,000 in staff costs to undertake procurement.

Committees:	Dates:
Barbican Estate Residents Consultation Committee (RCC) Barbican Residential Committee(BRC) Community and Children's Services Committee (CCS) Projects Sub	24/11/2014 08/12/2014 12/12/2014 21/01/2014
Subject: Water System Testing and Associated Safety Works at the Barbican and the HRA Estates Gateway 3/4 - Options Appraisal	Public
Report of: Director of Community & Children's Services	For Information – RCC For Decision – BRC, CCS and Projects Sub

Summary

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

Progress to Date:

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

Overview of options:

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

Procurement Approach:

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

Current Estimate of Costs:

Description	Option 1: annual one-off procurement	Option 2: 3-5 year programme (inc. major works)
Works Costs	£110,000	£2-2.5m
Fees & Staff Costs	£13,750	£250,000 - £312,500
Total	£123,750	£2,250,000 - £2,812,500
Funding Strategy		
Source	City Fund	City Fund

Recommendations

- Approval is given to proceed with procurement for a contractor to undertake the programme of testing, including major works.
- Approval of the estimated budget of up to £2.5m for a 5 year programme of testing and works.

Options Appraisal Matrix

See attached.

Contact

Report Author	Amy Carter, Asset Programme Manager
Email Address	Amy.Carter@cityoflondon.gov.uk
Telephone Number	0207 332 3768

Options Appraisal Matrix

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

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

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

	<i>Option 1 - reactive</i>	<i>Option 2 – planned programme inc. major works</i>
20. Recommendation	Not recommended	Recommended
21. Next Gateway	Gateway 5 - Authority to Start Work	Gateway 5 - Authority to Start Work
22. Resource requirements to reach next Gateway	£2,000 staff costs.	£8,000 staff costs.

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

Summary

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

Recommendation

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

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

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

Main Report

Background

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

Car Park Charges

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

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

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

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

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

Occupancy

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

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

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

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

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

Car Park and Baggage Store Account Financial Forecasts

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

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

Income generation

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

Financial Implications

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

Consultees

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

Conclusion

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

Background Papers:

Car Park Strategy Stage One report 2009

Barbican Estate Car Park Efficiency Strategy Working Party report 2011

Car Park Charging Policy report 2013

Baggage Store Charging Policy report 2011

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

Ade Adetosoye
Director of Community & Children's Services

Contact:

Barry Ashton – Car Park and Security Manager

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Appendix 1

CAR PARK OCCUPANCY

AS AT NOVEMBER 2014

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

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

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

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

Page 116

Appendix 3

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

Appendix 4

Baggage Stores

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

42 new infill units completed February 2014 within Speed House.

28 unlettable stores were removed due to flooding and leaking.

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

Waiting List

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

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

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

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

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Committee(s): Residents' Consultation Committee	Date(s): 24 November 2014
Subject: Working Parties - Formation and Review	
Report of: Director of Community and Children's Services	Public For Decision
<p>Executive Summary</p> <p>This report, which is for decision, looks at the process for setting up and running of our Working Parties.</p> <p>There should be an open and transparent process for setting up, running and appointing members of working parties, with the objective of ensuring that resident involvement in management of the Barbican Estate, as consultees and participants in Working Parties, should be as widespread as possible.</p> <p>A protocol was presented to the Residents' Consultation Committee in September and following comments has been re-drafted and it is for this committee to agree this. This protocol would then be adapted by the RCC at their annual review of Working Parties at their meeting in Spring 2015.</p> <p>Recommendation</p> <p>That the Committee reviews and agrees the draft protocol for the setting up and running of Working Parties so that it can be implemented at their annual review of Working Parties in Spring 2015.</p>	

Background

1. There have been a number of Working Parties (WP) set up over the years to look at specific projects/services, for example, Garchey waste disposal system, Background Underfloor Heating. There are also a number of ongoing WPs that continually monitor our services, for example, Service Level Agreement Review, Gardens Advisory Group.

2. Resident representatives for these WPs has generally been agreed by the RCC when the WP was set up at their respective quarterly meetings. There have been issues regarding maintaining membership of these WPs and obtaining volunteers to sit on these groups.
3. The current WPs are included in Appendix 1 listing details of Chairman, meeting dates, resident members and Officers. However, the processes involved in setting up and running these WPs could be improved upon.

Proposals

4. There should be an open and transparent process for setting up, running and appointing members of WPs, with the objective of ensuring that resident involvement in management of the Barbican Estate, as consultees and participants in WPs, should be as widespread as possible. This practice has been informally adopted by the formation of one of the more recent WPs in 2013, the Background Underfloor Heating WP which has generally worked well.
5. A review of these processes has taken place and how it would work for all WPs. A protocol has therefore been drafted by the RCC Chair and the Barbican Estate Manager and it is for this committee to agree this – see Appendix 2. This protocol would then be adopted by the RCC at their annual review of WPs at their meeting in Spring 2015, for implementation by each WP.

Conclusion

6. A protocol for how WPs are set up, membership progressed and the way they are administered would be a good way of demonstrating the transparency of our WPs to all stakeholders and facilitating the widespread involvement of residents in these groups.

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Appendix 1

Working Parties October 2014

Please find detailed below a list of working parties dealing with Barbican Estate issues.

Name	Chairman	Attended by:
Residents Consultation Committee		
Gardens Advisory Group Meeting Dates: 25/02/14 12/05/14 01/09/14 28/11/14 <i>Report to RCC: 2 June (WP Minutes for previous year)</i>	Helen Davinson	BEO Officers: Helen Davinson, Michael Bennett Open Spaces Officers 8 resident representatives: Paula Tomlinson, Berthe Wallis, Anne Naphine, Nancy Chessum, Gillian Laidlaw, Sarah Hudson, Nathalie Robinson, Judith Serota
SLA Review Meeting Dates: 28/01/14 01/05/14 21/07/14 27/10/14 <i>Quarterly Report to RCC</i>	Michael Bennett	BEO Officers: Michael Bennett, Helen Davinson, Sarah Styles, Sheila Delaney 7 resident representatives – David Graves, Tim Macer, Randall Anderson, Robert Barker, Jane Smith, Chris Mounsey, Gianetta Corley Vacancies: 1
Asset Maintenance Meeting Dates:	Karen Tarbox	BEO Officers: Karen Tarbox, Mike Saunders, Michael Bennett 8 resident representatives – Randall Anderson, Robert Barker,

<p>16/01/14 16/06/14 15/12/14</p> <p><i>Report to RCC: 24 November (WP Minutes for previous year)</i></p>		<p>Tim Macer, Nigel Walmsley, Ted Reilly, Fiona Lean, Robin Gough, Richard Collins</p>
<p>Upgrading the Television System</p> <p>Meeting Dates:</p> <p><i>Report to RCC: 2 June (WP Minutes for previous year)</i></p>	<p>Randall Anderson (Lead Officer Mike Saunders)</p>	<p>BEO Officers: Mike Saunders, Michael Bennett</p> <p>9 resident representatives – John Tomlinson, Matt Collins, Matt Williams, Ian Posner, James Burge, Bruce Badger, Jane Smith, Tim Macer, Randall Anderson</p>
<p>Beech Gardens Project – future Landscaping</p> <p>Meeting Dates:</p> <p>01/01/14 25/06/14 06/08/14 08/09/14</p> <p><i>Report to RCC: 8 September (WP Minutes for previous year)</i></p>	<p>Randall Anderson (Lead Officer Karen Tarbox)</p>	<p>BEO Officers: Karen Tarbox, Christopher Bate, House Officer, Michael Bennett</p> <p>Open Spaces Officers Representatives from Landscape Architects</p> <p>15 resident representatives – Randall Anderson, Robert Barker, Rosie Harvey, Janet Wells, Tessa Bryde-Williams, Ronan Kavanagh, Peter Inskip, Paula Tomlinson, Berthe Wallis, Anne Naphine, Nancy Chessum, Gillian Laidlaw, Sarah Hudson, Fiona Lean & Nigel Walmsley</p>
<p>Background Underfloor Heating</p> <p>Meeting Dates:</p> <p>07/01/14 27/01/14 24/02/14</p>	<p>Gareth Moore (Lead Officer Mike Saunders)</p>	<p>BRC representative</p> <p>BEO Officers: Mike Saunders, Mick McGee, David Downing, Anne Mason, Michael Bennett</p> <p>City Surveyors Officers: Paul Kennedy</p>

<p>24/03/14 28/03/14 14/07/14 29/09/14 08/12/14</p> <p><i>Report to RCC: 3 March (WP Minutes for previous year)</i></p>		<p>8 resident representatives – Mary Hickman, Tim Macer, Ted Reilly, Kate Wood, Sarah Bee, Renu Gupta, Craig Allen & Garth Leder</p>
<p>Parcel Tracking System</p> <p>Meeting Dates: 24/09/14 25/11/14</p> <p><i>Report to RCC: 24 November (WP Minutes for previous year)</i></p>	<p>Barry Ashton</p>	<p>BEO Officers: Barry Ashton, House Officer</p> <p>5 resident representatives - Chris Mounsey, Brian Parkes, John Taysum, Robert Barker, Matt Collins</p> <p>Vacancies: 3</p>
<p>Joint BRC / RCC Working Parties</p>		
<p>Sustainability – on hold (whilst Background Underfloor Heating WP ongoing)</p>	<p>Gareth Moore</p>	<p>BRC representative</p> <p>BEO Officers: Mick McGee, Lochlan McDonald, Michael Bennett</p> <p>City Surveyors Officers: Paul Kennedy</p> <p>Resident representatives: Barbican Association Sustainability Group – Sarah Hudson, Garth Leder,</p>
<p>Other</p>		
<p>Beech Gardens Project Board</p> <p>Meeting Dates:</p>	<p>Karen Tarbox (Lead Officer Karen Tarbox)</p>	<p>BEO Officers: Karen Tarbox, Mike Saunders, Christopher Bate, Helen Davinson/Sheila Delaney, Michael Bennett</p>

<p>First Wednesday of every month</p> <p><i>Report to RCC: 8 September (WP Minutes for previous year)</i></p>		<p>City Surveyors Officers VolkerLaser representative</p> <p>6 Resident representatives – Randall Anderson, David Murray, John Taysum, Janet Wells, Robert Barker & Garth Leder</p>
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Officers:

- Barry Ashton, Car Park & Security Manager
- Christopher Bate, Housing Surveyor
- Michael Bennett, Barbican Estate Manager
- Helen Davinson, Resident Services Manager
- Sheila Delaney, House Officer
- David Downing, Asset Monitoring Officer, Barbican & Housing
- Paul Kennedy, Corporate Energy Manager, City Surveyors
- Bochlan McDonald, Assistant Development Manager, Barbican & Housing
- Mick McGee, Senior Resident Engineer
- Rebecca Marshall, House Officer
- Mike Saunders, Asset Manager, Barbican & Housing
- Sarah Styles, House Officer
- Karen Tarbox, Assistant Director, Barbican & Property Services
- Anne Mason, Revenues Manager, Barbican & Housing

Appendix 2

BARBICAN ESTATE WORKING PARTIES (WP) – FORMATION & REVIEWS

1. WP to have remit/Terms of Reference to be developed and agreed by the WP and presented to the RCC for approval.
2. WP to have Chairman/Deputy
3. WP to meet at least quarterly, or more frequently if required
4. WP minutes to be distributed ideally within 2 weeks of meeting.
5. WP minutes for all meetings with a summary report of recent activities and anticipated future activities to be presented once a year to RCC by Chairman of WP (RCC agenda to plan for such annual reports a year in advance).
6. WPs to be reviewed annually at the RCC AGM as some may have fulfilled their objectives and can be disbanded
7. WP membership to be reviewed annually at the RCC AGM (which tends to be in the Spring)
8. Members to normally only serve for three years, after that time, they should stand down. If willing to continue, however, they may offer themselves for reappointment. If a member has not been able to attend at least 50% of the meetings called in the year, or been absent from the most recent three, their place will be offered to a new member.
9. WP will normally comprise eight resident appointees. In some cases some of those places may be direct nominees by the RCC (see WP List), with the remainder filled by advertisement. The appointment panel will have discretion to extend the number of members by one additional member, if exceptional circumstances warrant this.
10. Each WP to provide the number of vacancies in advance of the RCC AGM, which includes those that are standing down, have reached their term, or who have not fulfilled the attendance requirement, and lists any members who have reached their term but have stated they are willing to continue.
11. The appointment process will:
 - (a) advertise the positions estate-wide in an appropriate open and transparent way
 - (b) invite people to apply with a personal statement of what interest they have and/or experience they can bring to the WP
12. An appointment panel normally comprising the Estate Manager or Resident Services Manager, the RCC Chairman or Deputy, and the appointed WP chair, will review the applications and appoint members to the WP.

13. The selection criteria adopted by the panel is to be transparent. The aim is to create a balanced WP with respect to:
- a) residents with subject matter expertise vs. residents who simply express an interest in the business of the committee, recognising that it is beneficial to have expert and non-expert voices involved
 - b) residents who have previously served on the committee vs. those who have not previously served or not recently served, recognising that it is beneficial to introduce some 'fresh blood' while retaining some 'corporate memory' of recent or past activities
 - c) residents representing different parts of the Estate in as far as this is relevant to the work of that WP, e.g. towers vs. terrace blocks vs. mews blocks, or different geographies - e.g. eastern, western and northern areas of the Estate, recognising that the impact of the works or decisions that members are consulted on will have different impacts on different types of blocks or areas of the Estate.
 - d) residents who demonstrate they are willing to take on an Estate-wide representative role, recognising that working parties cannot accommodate a representative from each block - only the RCC can do this.
14. Appointments will not normally be made to existing WP other than at the AGM. If there is good reason for a WP to make an interim appointment, the member will stand down at the AGM, but they will be able to apply in the normal way.
15. In order to benefit from all offers to participate in WP and not refuse offers from residents volunteering to help, if advertising for members to join a WP results in many more applications than positions to fill, then the appointing panel should consider setting up a wider "Advisory Group" (AG) of residents.
- (a) AG members will be kept informed on at least a six-monthly basis
 - (b) Sent copies of minutes,
 - (c) May be consulted or invited to contribute to the work of the WP from time to time, as the WP considers appropriate.
 - (d) For simplicity, members of the WP will also be considered to be members of the advisory group.

Agenda Item 14

Asset Maintenance Working Party

MEETING	Asset Maintenance Working Party	DATE	16 June 2014 6.30 pm
OFFICERS ATTENDING	Mike Saunders – Asset Manager, Barbican & Housing Michael Bennett (Chair) – Barbican Estate Manager David Downing – Asset Monitoring Officer		
RESIDENTS ATTENDING	Randall Anderson – Breton House Tim Macer – Willoughby House Robert Barker – Lauderdale Tower Nigel Warmsley – Gilbert House Ted Reilly – Shakespeare Tower Richard Collins – Lambert Jones Mews Fiona Lean – Ben Jonson House		
Apologies	Robin Gough – Defoe House		
Item no.	SUBJECT/DISCUSSION	Action	
1.	<p>Introductions by Chair:</p> <p>Michael Bennett, thanking residents and officers present.</p> <p>Introductions following additional members to the group. Minutes from the last meeting were agreed. Minutes from future meetings to be agreed by Officers and sent to Working Party (WP) members within 2 weeks of meeting.</p>	MB/MS	
2.	<p>Terms of Reference</p> <p>Draft TOR's were circulated. Electronic copy to be circulated to WP & officers to liaise with TM regarding comments to draft. TM agreed to set up an email forum (Base Camp) for members to contribute to. Revised TOR's to be circulated prior to the next meeting.</p>	MB/TM TM MB	
3.	<p>Asset Management Strategy</p> <ul style="list-style-type: none"> • A draft strategy for the Barbican to be circulated prior to the next meeting – by end of August to enable WP time to comment before next meeting. • Discussion of different IS asset property systems – City Surveyors are conducting an asset management review of the City's stock/assets using the Oracle IS system. BEO to explore the benefits of the system and how the Barbican Estate will be integrated • The BEO are producing planned works programmes via Keystone – the current repairs and maintenance reactive service is maintained on an Orchard IS system. Interfaces exist between the two systems and these will go live as part of phase 2 • Keystone is far more detailed than Oracle and fits the Barbican Estates property portfolio well. Oracle does not. 	MS/KT	

	<ul style="list-style-type: none"> • However the other issues relates to the BEOs lead on the common areas of the Estate which both Keystone & Oracle will cover. This may require an element of 'double entry' until an interface is created. 	
4.	<p>Project Plan/Timetable – Keystone Software</p> <p>Currently completing phase 1 of 2. All assets loaded and a majority of components. Phase 2 to commence end of June and this will include servicing (asbestos, lifts, water monitoring, concrete inspections etc) and planned maintenance (to provide a 30 year forecast in 1 year increments.). Anticipated Phase 2 to be completed end December 2014.</p> <p>Phase 2 to include reviewing gap analysis of assets and, where possible, surveys to be completed over the next 6 months.</p> <p>At the end of Phase 2 in December we anticipate being in a position to produce 5 year programmes of planned maintenance works/financial information for each block on the Estate.</p>	MS
5.	<p>Demonstration of Keystone</p> <p>DD gave a demonstration of the Keystone software showing the current information contained in the database and provided an example of updating the system and a planned works programme.</p>	
6.	<p>Dates for next meetings: Monday 22 September – 6:30pm Monday 15 December – 6:30pm</p> <p>Meetings to be held in Residents' Meeting Room/Lilac Room - BEO.</p>	

Agenda Item 15

Annual Working Party Review - Minutes of Barbican Estate Parcel Tracking System - September 2014

MEETING	<u>Barbican Estate Parcel Tracking System Residents Consultation Committee Working Party Meeting</u>	DATE	Wednesday 24 September 6.30pm
ATTENDEES:	Barry Ashton - CHAIR - Car Parking & Security Manager John Taysum - Bryer Court RCC Resident Representative Brian Parkes - Speed House Group Chairman Matt Collins - Defoe House Resident Representative		
Apologies	Robert Barker - Lauderdale Tower RCC Resident Representative Chris Mounsey - Breton House Resident Representative and RCC Deputy Chairman BEO - House Officer - TBC		
Item no.	KEY POINTS / ACTIONS	Action By	
1.	Introduction by Chair, Barry Ashton It is an officer led working party with associated costs charged to the Service Charge Account.		
2.	Deputy Chair. House Officer - TBC		
3.	Working Party Acknowledged RCC's WP Report and working toward its protocol - Appendix 2.		
4.	Communications <ul style="list-style-type: none"> • Via email • Minutes of WP will be circulated to BEO and RCC once per year as part of the RCC's Annual Review of WP. • A link to these reports and minutes is then circulated on the BEO email broadcast service (approx. 1400 addresses) • Minutes will also be available on BEO website www.cityoflondon.gov.uk/services/housing-and-council-tax/barbican-estate BA will help to ensure all information required by the WP from the city will be produced in a timely fashion.		
5.	Terms of Reference A draft copy of 'terms of reference' was circulated and discussed. Working Party to review for next meeting.	All WP Members	

	WP agreed that a survey would be useful to assess resident's perceptions of the current Parcel Delivery Service. BA to draft and forward onto WP members, before publishing.	BA
6.	<p>Current Procedures An extract from the Concierge Manual was presented. The WP agreed that the receiving of parcels is a very good benefit for residents and that awareness of this Parcel Service (inc. Key Permission) should be promoted and clarified for new residents.</p> <p>Information on Data Protection for records held on a computer.</p>	<p>BA</p> <p>BA</p>
7.	<p>Volume of Parcel Deliveries A spreadsheet recording the total number of parcels received over a 12 month period was reviewed by the WP.</p> <p>The WP requested that the spreadsheet is updated to include details of what blocks and number of flats each car park serves.</p>	BA
8.	<p>Possible Options A courier package system was circulated and discussed; however this is just one possible option. Further options to be discussed at next meeting.</p>	
9.	<p>Dates of next meetings Tuesday 25th November 2014 at 6.30 Tuesday 27th January 2015 at 6.30</p> <p>Meetings to be held in Residents' Meeting Room, BEO</p>	

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

Summary

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

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

House Groups	
Achieved RTA recognition	Not achieved RTA recognition
<ul style="list-style-type: none"> Andrewes House* Ben Jonson House* Bunyan Court* Cromwell Tower* Defoe House* Frobisher Crescent* Gilbert House* Lauderdale Tower* Mountjoy House* Seddon House* Shakespeare* Speed House* Thomas More House* Willoughby House* Barbican Association* 	<ul style="list-style-type: none"> Brandon Mews (<i>did not apply</i>) Breton House (<i>did not apply</i>) Bryer Court (<i>did not apply</i>) John Trundle Court (<i>did not apply</i>) Lambert Jones Mews (<i>did not apply</i>) The Postern (<i>did not apply</i>)
* = Existing RTAs (achieved in 2013)	

Recommendations

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

Main Report

Background

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

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

Current Position

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

RTA Qualifying Membership

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

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

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

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

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

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

Financial and Risk Implications

10. There are no financial and risk implications.

Legal Implications

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

Strategic Implications

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

Conclusion

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

Contact:

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

14.Conservation Works

15.City of London School for Girls – Gymnasium Extension

Recommendations that the contents of this report are noted.

Background

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

Barbican Estate Office Issues

1. “You Said; We Did” Action List

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

2. Agenda Plan

The table below includes a list of pending committee reports:

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

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

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

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

Background Papers:

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

Contact Name Michael Bennett, Barbican Estate Manager
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“You Said; We Did” - Action List – October 2014

Actions from September 2014 RCC/BRC & other outstanding issues

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

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

3. Redecorations

2014/15 Programme

The 2014/15 programme includes the following blocks:

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

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

4. Roof Apportionments

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

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

Work in progress

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

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

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

Soft Landscaping

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

6. Asset Maintenance Plan

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

7. Public Lift Availability

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

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

8. Upgrade of the Barbican Television Network

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

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

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

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

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

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

9. Concrete Works

The intended programme reported to your last committee remains:

Financial year 2014/15

- Ben Johnson House
- Thomas More House
- Andrewes House

Financial year 2015/16

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

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

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

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

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

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

City Surveyors Update

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

11. St Alphage House – Renamed London Wall Place

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

12. Six Public Lifts serving the Barbican Estate

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

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

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

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

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

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

13.Frobisher Crescent

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

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

Bastion 13

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

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

Bastions 12 & 11A

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

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

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

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

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

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

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

15. City of London School for Girls – Gymnasium Extension

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

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