



Barbican Residential Committee

Date: MONDAY, 18 MARCH 2019
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **TO ELECT A DEPUTY CHAIRMAN IN ACCORDANCE WITH STANDING ORDER 30**
4. **MINUTES OF THE PREVIOUS MEETING**

For Decision
5. **DRAFT MINUTES OF THE RCC**

For Decision
(Pages 1 - 6)
6. **UPDATE REPORT**

For Information
(Pages 7 - 16)
7. **ELECTRIC VEHICLE CHARGING POLICY**

For Information
(Pages 17 - 24)
8. **CHARGING POLICY FOR DISABLED CAR PARK USERS**

For Decision
(Pages 25 - 28)
9. **CHARGING POLICY FOR DISABLED CAR PARK USERS**

For Decision
(Pages 29 - 36)
9. **POLICY FOR MISCELLANEOUS CAR PARK CHARGES**

For Decision

(Pages 37 - 42)

10. **BARBICAN ESTATE REDECORATIONS PROGRAMME 2020/25 - GATEWAY 3/4
OPTIONS APPRAISAL**

For Decision
(Pages 43 - 60)
11. **REPAIRS AND MAINTENANCE TO ROOFS/BALCONIES FOLLOWING WATER
PENETRATION**

For Information
(Pages 61 - 78)
12. **SERVICE LEVEL AGREEMENTS QUARTERLY REVIEW: OCTOBER -
DECEMBER 2018**

For Information
(Pages 79 - 90)
13. **PROGRESS OF SALES AND LETTINGS**

For Information
(Pages 91 - 94)
14. **BARBICAN ARREARS**

For Information
(Pages 95 - 98)
15. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
17. **EXCLUSION OF THE PUBLIC**

For Decision
18. **NON-PUBLIC MINUTES**

For Decision
(Pages 99 - 102)
19. **BARBICAN ARREARS**

For Information
(Pages 103 - 106)
20. **RESIDENTIAL RENT REVIEW**

For Decision
(Pages 107 - 116)

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

For Decision

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

For Decision

Item received too late for circulation in conjunction with the Agenda.

**John Barradell
Town Clerk and Chief Executive**

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BARBICAN RESIDENTIAL COMMITTEE

Thursday, 31 January 2019

Minutes of the meeting held at Guildhall at 3.45 pm

Present

Members:

Michael Hudson (Chairman)*
Randall Anderson
Rehana Ameer*
Mark Bostock
Christopher Boden*
Mary Durcan
Jeremy Mayhew*
William Pimlott
Deputy John Tomlinson
James Tumbridge*
Mark Wheatley*

**non-resident Members*

Officers:

Alan Bennetts	- Comptroller and City Solicitor's
Paul Murtagh	- Assistant Director, Barbican and Property Services, Community and Children's Services
Julie Mayer	- Town Clerk's Department
Anne Mason	- Community and Children's Services
Barry Ashton	- Community and Children's Services
Helen Davinson	- Community and Children's Services
Beth Humphrey	- Markets and Consumer Protection

The Chairman welcomed James Tumbridge and Mark Wheatley to their first meeting of the Committee.

1. APOLOGIES

Apologies were received from Deputy David Bradshaw, Barbara Newman, Graham Packham, Susan Pearson and Stephen Quilter.

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

The following resident Members had been granted dispensations to speak but not vote on agenda items 5, 6 and 13 in respect of Electric Vehicle Charging; Charging Policy for Car Parking and Stores and a lease enforcement matter on the non-public agenda.

- Mary Durcan
- Mark Bostock
- Deputy John Tomlinson

Randall Anderson had a dispensation until 2021, to speak but not vote, in respect of Car Park Charges and Stores.

3. **MINUTES OF THE PREVIOUS MEETING**

RESOLVED, that - the public minutes and non-public summary of the meetings held on 4th June 2018 and 21st June 2018 (Special Meeting) be approved.

Matters arising

Deputy David Bradshaw had submitted the following comments in respect of the minutes of the meeting held on the 4th June 2018:

1. Car parking facilities on the Golden Lane Estate (GLE) were not comparable to those in the Barbican; residents of GLE park their cars in self-contained lockable garages as opposed to Barbican residents, who merely occupy a space in a communal car park area.
2. It was not correct to state that, before the Working Party was established, there had been no charging policy; the policy before was that proposed price increases would be based on CPI levels, with effect from September of the year in question.

4. **MINUTES OF INQUORATE MEETINGS**

RESOLVED, that - the minutes of the inquorate meetings held on 17th September 2018 and 10th December 2018 be approved.

5. **ELECTRIC VEHICLE CHARGING**

Members considered a report of the Director of Community and Children's Services in respect of an electric vehicle charging infrastructure for the Barbican Estate. Members noted the comments of the Barbican Residents Consultation Committee's AGM on 28th January 2018, which had been emailed and the draft minute laid around the table. Officers noted that there had been a general consensus in support of Option 1 in the report; i.e. that residents pay for what they use, rather than Option 2; i.e. that bay users have an additional quarterly surcharge on their car parking bay permits.

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

- a. Any decision taken that day would be subject to review in a year or sooner, if Members requested, and the Working Party would continue to monitor the project.
- b. Members were reminded that the current LEN funding grant would expire at the end of March 2019. During the trial, there had been no charges to residents.
- c. There were some comments in respect of the clarity of the recommendations in the report and some ambiguity within the consultants' report at Appendix 1. Officers confirmed that this was no longer a draft report.

- d. Members noted that, whilst the consultants were very experienced, the Barbican was unique due to the large number of properties and number of charging points required.
- e. The average use during the trial was 1.3kw per day, per participant; and the estimated cost was £25 per quarter. It was noted that green energy was not free and Members were reluctant to encourage driving in the City.
- f. There was currently no system for generating the invoices and billing for metered electricity per user.
- g. Members asked if there were any contingencies, should every bay be assigned.
- h. Currently, officers could only determine what was being charged for a particular bay and there was no system for using passcodes for serving the charging points, which would ensure residents only paid for the electricity they use.
- i. There was a consensus in that there were still too many variables and it was therefore suggested that Option 2; i.e. fixed charging, be implemented for up to 2 quarters, whilst the method of billing was determined, but to move to Option 1 as soon as possible. Members emphasised the need for adequate communications to ensure that residents fully understood the rationale behind this decision.

On being put to the vote, of 6 non-resident Members present, 4 Members voted For, 1 Against, with 1 Abstention.

RESOLVED, that:

- 1. From 1st April, Option 2 be continued through an implementation period of up to 2 quarters, with a further report to Members at the meeting of the BRC in March 2018.
- 2. Option 1 be implemented as soon as possible following (1) above.
- 3. The Working Party continue to monitor the project and there be a post implementation review after 1 year.

6. **CHARGING POLICY FOR CAR PARKING AND STORES**

Members considered a report of the Director of Community and Children's Services in respect of a charging policy for car parking and stores on the Barbican Estate. The RCC had considered this report at its November 2018 meeting and the minute from this meeting, setting out their comments, were appended at Appendix 6 to the report.

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

- a. The Planning Committee's recent decision to increase all City car park charges to an equitable level, which would resolve the current situation whereby Barbican residents were able to park more cheaply at London Wall Car Park.
- b. A three-year phased increase was proposed and the Car Park Charges Working Party would continue to meet and report back to the BRC on a regular basis, with the aim of eliminating the deficit on the Barbican Car Parks.
- c. The perception of the Barbican as an affluent area despite having its car parks subsidised by the City was not satisfactory. However, whilst residents accepted some increase was necessary, they had objected to this being too high and too fast. It was also accepted that it was not satisfactory to have a high number of empty Barbican car park spaces, whilst cheaper public car parks were being used by residents.
- d. As set out in the minutes from the inquorate meeting in December 2018, officers had not been able to complete the consultation process due to lack of resources.
- e. The Assistant Director advised that approvals were in place for a departmental restructure, with additional resources, with effect from April 2019. Meanwhile, it was understood that the Estate Office served residents to the best of its ability, within current resources.
- f. It was suggested that some residents might be willing to consider an increase in service charges, in order to cover additional services such as those discussed that day. It was noted that the Finance Committee actively encouraged this kind of income generation.

RESOLVED, that - the decision be deferred to the March 2019 meeting of the Barbican Residential Committee.

7. **REPORT OF ACTION TAKEN**

As a result of the inquorate meetings in September and December 2018, the following decision had been taken by the Town Clerk, in consultation with the Chairman and most senior Member of the Barbican Residential Committee (in the absence of a Deputy Chairman).

1. **Housing Governance**

The Policy and Resources Committee had been due to consider the outcome of its consultation with the relevant committees, in respect of housing governance, at its meeting on 15th November 2018. The Barbican Residential Committee (BRC) had not been due to meet again until 10th December 2018.

Action taken:

The views expressed, in respect of Housing Governance, during the inquorate meeting of the BRC (held on 17th September 2018) were

approved formally, by the Town Clerk in consultation with the Chairman and Deputy Chairman of the Barbican Residential Committee, in order for them to be presented to the Policy and Resources Committee.

2. Revenue and Capital Budgets – Latest Approved Budget 2018/19 and Original 2019/20 – Excluding Dwellings Service Charge Income and Expenditure

This report was presented to the Barbican Residential Committee (BRC) on 10th December 2018 but the meeting was inquorate. In order to meet the budget preparation timetable for 2019/20, a decision was required before the end of December 2018.

Action taken:

The Town Clerk, in consultation with the Chairman and Most Senior Non-resident Member of the Barbican Residential Committee (other than the Chairman of the Finance Committee) agreed to:

1. approve the Provisional 2019/20 Revenue Budget for submission to the Finance Committee;
2. approve the Draft Capital Budget;
3. authorise the Chamberlain, in consultation with the Chairmen of the Barbican Residential Committee/Finance Committee (as appropriate) to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews and corporate projects.

3. Service Charge Expenditure and Income Account - Latest Approved Budget 2018/19 and Original Budget 2019/20

This report was presented to the Barbican Residential Committee (BRC) on 10th December 2018 but the meeting was inquorate. In order to meet the budget preparation timetable for 2019/20, a decision was required before the end of December 2018.

Action taken:

The Town Clerk, in consultation with the Chairman and Most Senior Non-resident Member of the Barbican Residential Committee (other than the Chairman of the Finance Committee) agreed to:

1. approve the Provisional 2019/20 Revenue Budget to the Finance Committee;
2. authorise the Chamberlain, in consultation with the Chairmen of the Barbican Residential Committee/Finance Committee (as appropriate) to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews and corporate projects.

RESOLVED, that - the report be noted.

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

There were no questions.

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

There were no items.

10. **EXCLUSION OF THE PUBLIC**

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

Item no	Para No
12	3
13	1 & 2
14	1, 2 & 3

11. **NON-PUBLIC MINUTES**

RESOLVED, that - the non-public minutes of the meetings held on 4th June 2018 be approved.

12. **MINUTES OF THE CAR PARK CHARGES WORKING PARTY**

RESOLVED, that - the minutes of the Car Park Charges Working Party meetings on 11th June 2018 and 23rd October 2018 be received

13. **ENFORCEMENT ACTION**

Members considered and approved a report of the Director of Community and Children's Services and the Comptroller and City Solicitor.

14. **REPORT OF ACTION TAKEN**

Members received a report of the Town Clerk.

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

There were no questions.

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

There were no items.

The meeting ended at 5.45 pm

Chairman

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BARBICAN ESTATE RESIDENTS CONSULTATION COMMITTEE (RCC)

Monday, 4 March 2019

Minutes of the meeting of the Barbican Estate Residents Consultation Committee held at the Guildhall EC2 at 6.30 pm

Present

Members:

Christopher Makin - Speed House (Chairman)	Prof. Michael Swash - Willoughby House
Gordon Griffiths - Bunyan Court	David Lawrence - Lauderdale Tower
Jane Smith - Barbican Association	Heather Hawker - Speed House
John Taysum - Bryer Court	Nadia Bouzidi- Gilbert House
Janet Wells - John Trundle House	Adam Hogg - Andrewes House
John Tomlinson - Cromwell Tower	Jane Samsworth - Defoe House
Fred Rodgers - Breton House	Fiona Lean - Ben Jonson House
Ted Reilly - Shakespeare Tower	Rodney Jagelman - Thomas More House

Officers:

Paul Murtagh	- Assistant Director, Barbican and Property Services, Community & Children's Services
Helen Davinson	- Community and Children's Services
Michael Bennett	- Community and Children's Services
Anne Mason	- Community and Children's Services
Mike Saunders	- Community and Children's Services
Barry Ashton	- Community and Children's Services
Julie Mayer	- Town Clerks

In attendance:

Mary Durcan – Ward Member for Cripplegate and Member of the Barbican Residential Committee (BRC).

1. APOLOGIES

Apologies were received from James Undy/Vivian Fowle (the alternative representatives for Gilbert House (represented by Nadia Bouzidi); Mark Bostock (Frobisher Crescent) and David Graves (Seddon House).

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

There were no declarations.

3. MINUTES

RESOLVED, that – the minutes of the RCC held on 3rd December 2018 and the AGM held on 28th January 2019 be approved, subject to an amendment to the minutes of 3rd December 2018 (under Working Party Updates) where it

should state: *'A Member of the Underfloor Heating Working Party was in attendance'*.

Matters arising

1. In respect of Fire Safety, the Assistant Director advised that a door in Shakespeare Tower had passed the fire test but failed the smoke test. 2 more doors were due to be tested from Thomas More House and Breton House. It is intended that a detailed Fire Safety Update report will be presented to the next RCC/BRC meetings
2. In respect of Building Control regulations, it was confirmed that doors that are designated as fire doors, whether internal or external, must comply with the requirements for fire resistance. The Assistant Director advised that this had been taken into consideration as part of the fire risk assessments (FRAs). As an alternative to conducting another round of FRAs, the Assistant Director would be recommending to Members that, for the time being, work should continue to focus on the improvements identified in the current Fire Risk Assessments, particularly in respect of fire stopping and compartmentation. Members noted that whilst FRAs need to be conducted regularly, there is no requirement for annual assessments. It is considered reasonable for FRA's to be done every 3-5 years, or following major refurbishment.
3. The new fire safety signage survey was complete and about to go to tender. Members noted that the new signage would be modern and fully compliant and works were expected to take place during June and July 2019.
4. Work was underway to secure a contractor from a procurement framework to upgrade compartmentation in Frobisher Crescent residential floors. Officers were continuing their research into smoke ingress.
5. The Director was in regular discussions with the London Fire Brigade in relation to fire safety matters and, in response to a request from a member, agreed to confirm the LFB's average response times in the event of fire.
6. Members received an update on the recent small fire in Cromwell Tower's car park and the Director commended staff for their swift response and professionalism. Whilst the exact cause was uncertain, it was likely to have been caused by a cigarette end, dropped through a metal grill at street level on Beech Street, which fell on to, and set alight, a dust sheet. Officers assured Members that all equipment was stored safely in the car park, with no flammables and the fire did not take hold, just created smoke. In response to this incident, a fire mesh would be fitted across the grill, at pavement level, and the storage of dust sheets reviewed. There were *'No Smoking'* signs in the car parks and cleaners had been asked to remain vigilant of abandoned items.

7. Members were reminded of the City Corporation's decision to fit sprinklers to the City's social housing blocks only and the Assistant Director offered to re-circulate the report to Members.
8. In respect of VFM, Members noted that an issues log was now in place, which was reviewed weekly. There were currently 6 outstanding issues, mainly related to TV reception, not broadband. A review would take place in April and the outcome would be communicated to residents via email broadcast.
9. Officers agreed to resolve the issue with the floor plates in the internal corridors of Bunyan Court and Gilbert House which had not been secured down properly.

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

Members received the '*You Said: We Did*' Outstanding Actions list, noting the following:

1. Officers advised that the works to permanently resurface the Willoughby House Car Park Turning Circle, due to be completed in March, had been delayed.
2. The Member for Willoughby House expressed disappointment that this work had not been completed as scheduled and Officers agreed to advise the Willoughby House Group once the turning circle works had been completed.

5. **TO ELECT TWO DEPUTY CHAIRMEN**

Being the only Members willing to serve, Mr Ted Reilly (Shakespeare Tower) and Mr Adam Hogg (Andrewes House) were duly elected as Deputy Chairmen of the RCC for 2018/19.

The Chairman thanked Mr Reilly and Mr Hogg for volunteering to fill the vacant positions and welcomed them to their new roles.

Members noted that, for the duration of this meeting, Mr Reilly had taken the position of House Group Representative for Shakespeare Tower. However, as was convention, the Deputy Chairmen of the RCC could appoint a new representative, via their House Groups, in order to allow them capacity to undertake the extra duties required. Members noted that Mr Sandy Wilson, the previous House Group Representative for Shakespeare Tower, would continue in this role. The same provision would apply to Mr Hogg and the Andrewes House Group would advise the Town Clerk of their new representative in due course.

6. **BARBICAN RESIDENTS CONSULTATION COMMITTEE (RCC) TERMS OF REFERENCE**

Further to a discussion at the AGM on 28th January 2019 and suggestions for updating the Terms of Reference, Members noted a proposed amended set, with suggested updates shown in highlighting. The Chairman advised that this

would be discussed at the end of the meeting, once the City Corporation's officers had left.

Maps of the Estate

Members reviewed five maps of the Barbican Estate that were presented as an appendix to their Terms of Reference following a request from Members at their Annual General Meeting.

During the discussion and questions, the following points were noted:

- Members were pleased to have the maps and noted that the Barbican Wildlife Garden is included.
- The five maps showed the Estate at different levels, reflecting the complexity of the Estate, however, some matters of detail could not be seen on the map.
- Members suggested that the City commission new maps, using the latest technology, as these would be useful to both the City and residents.
- A show of hands among Members clarified that all but one accepted the map as a useful working tool for the Committee.

RESOLVED, That – the map be accepted as provided, but clarification as to how each level relates to the Estate in real life would be appreciated.

Terms of Reference

Members reviewed the revised Terms of Reference provided following their Annual General Meeting.

During the discussion and questions, the following points were noted:

- Members did not want to split the first point into two and preferred to keep the original text.
- Members did wish to retain the new point 8 regarding Working parties. This was now point 7, given that the first point was not subdivided.

RESOLVED, That – the Terms of Reference for the Barbican Estate Residents' Consultation Committee be as follows:

Barbican Residents Consultation Committee (RCC) -Terms of Reference

1. To be the main formal channel of communication between tenants and the Corporation of London in all landlord and tenant matters which affect the Barbican Residential Estate, including interfaces with other occupiers, and to present the views of tenants on the general management of the estate, within the parameters of the Barbican RCC/Barbican Residential Committee's Terms of Reference and communicating views, via Resolution, as appropriate.*

2. To enable consultation and the flow of information between the Corporation of London and tenants and to work towards a partnership approach to management

3. To develop, in conjunction with the Corporation, Service Level Agreements between tenants and the Barbican Estate Office for the Estate as a whole and for individual House Groups and to be involved in the modification of these agreements as required

4. To oversee delivery of services against any Service Level Agreements with tenants, third parties and Corporation departments, monitoring their performance and satisfaction with the service and making suggestions where appropriate for alterations or improvement

5. To identify Service Charge items and monitor service charge costs, receiving reports of all accounts relating to the estate

6. To discuss routine and major repair works and to consult on how these will affect tenants

7. To seek to achieve efficiencies and improvements to resident services via the network of Working Parties serving the Barbican Estate.

Appendix – map of the Estate Boundaries

**tenants refers to all persons who have a tenancy agreement with the Corporation and includes also any resident who no longer retains the Corporation as a landlord but still pays a service charge to the Corporation*

7. SERVICE LEVEL AGREEMENTS QUARTERLY REVIEW

Members received a report of the Director of Community and Children's Services in respect of Service Level Agreements and Key Performance Indicators.

In addition to the need for renewed 'edge-beam' lighting around the Estate for health and safety reasons, Officers noted residents' strong views as to the aesthetic quality of podium lighting on the Estate and Member's request that the new lighting is compatible with the City's Lighting Strategy. The Chair of the Barbican Association offered to take this forward with the Department of the Built Environment, as it fell within their remit.

The Assistant Director provided an update on the restructure of the Barbican Estate Office and residents noted that additional resources were being recruited in order to put the new structure in place. The Assistant Director was aware of residents' concerns at the pace of implementation of certain matters and was willing to consider interim solutions, if necessary. However, the Director and his team would continue to strive to give residents the best possible service, within current resources.

RESOLVED, that – the reports be noted.

8. POLICY FOR MISCELLANEOUS CAR PARK CHARGES

Members received a report of the Director of Community and Children's Services which sought approval, from the Barbican Residential Committee (BRC), in respect of miscellaneous charges for the Barbican Estate Car Parks.

Officers advised that this issue had been separated into 3 sub-sets; i.e. the reports at item 8 and 9 on this agenda, along with the review of car parking charges due to be presented to Members in June, following consideration at the next Car Park Charges Working Party, scheduled for early April 2019. Given that there were a couple of new Members on the BRC, officers felt that, going forward, this was the clearest and most transparent way to present and reviewing these policies.

RESOLVED, that - the following be recommended to the BRC for approval:

1. A policy based on CPI, to be reviewed annually in line with Car Parking Charging.
2. Charges listed below be increased by CPI (using CPI for May 2018 and CPI for May 2019), to take affect from September 2019:
 - a. Temporary Car Parking
 - b. Motorcycle Licences
 - c. Bicycle pods
 - d. Bicycle lockers
3. The long-term car bay agreements be updated, so that the service charge is calculated as the estimated cost of services for car parking and stores in the car parks, divided by the number of available car parking spaces, plus those occupied by residents' stores.

9. CHARGING POLICY FOR DISABLED CAR PARK USERS

Members received a report of the Director of Community and Children's Services which sought approval, from the BRC, to a Charging Policy for disabled car park users. The Chairman asked, and Members agreed, that the consultation/resident survey in respect of charges linked to Concierges be presented to the RCC for comment before being circulated.

RESOLVED, that – the BRC be recommended to endorse the work and recommendations of the Member/Officer Working Party and, specifically, to approve a Charging Policy for Disabled Car Park Users, based on either Option 1 or 2, as set out in the report:

1. Option 1: a 25% reduction on the approved Car Parking bay charges in line with the annual review of charges in June 2019
2. Option 2: a CPI increase on the approved Car parking bay charges in line with the annual review of charges in June 2019; and

3. in addition to provide a concession of 2 hours free parking for disabled residents (blue or red badge holders) visiting ward motes (in Cripplegate and Aldersgate), and by prior arrangement with the Barbican Estate Office
4. The Chairman advised Members that it had been clarified at call over that the cost for the concessionary parking would be paid for by the City Fund not residents.

10. **ELECTRIC VEHICLE CHARGING POLICY**

Members received a report of the Director of Community and Children's Services which sought approval, from the BRC, to a policy for Electric Vehicle Charging at the Barbican Estate from April 2019. Members noted that, at the request of Members at the Special Meeting of the BRC on 31st January 2019, this report had been made more concise and the recommendations were clearer in respect of the consultants' calculations.

There was some discussion about increased EV usage and Members noted that the Policy would be subject to a review in 1 year. Members also suggested that it would be helpful to see a comparator with the charges paid by residents who were making their own charging arrangements outside of the Barbican Estate

RESOLVED, that - the Barbican Residential Committee be recommended to endorse the following:

1. From April 2019, EV Charging users incur an additional quarterly surcharge on their car parking bay permit of £25 per quarter.
2. From October 2019 (or sooner if funding and resources permit) EV Charging users be charged only for the electricity they use.
3. From October 2019 EV Charging users be billed directly per kWh of electricity at 25p/kW (14p/kW domestic rate + 11p management levy/kW)
4. All EV Charging users be assigned a dedicated EV bay, in line with the Car Parking Licence.
5. Officers progress associated works to provide as many of the other car parks with charging facilities and connections via Smart Technology as possible, within the current additional LEN funding.
6. Officers continue to update the Electrical Vehicle Working Party (EVWP), carrying out a review after one year and a report back to the RCC/BRC.

11. **BARBICAN ESTATE REDECORATIONS PROGRAMME 2020/25 - GATEWAY 3/4 OPTIONS APPRAISAL**

Members received a report of the Director of Community and Children's Services which sought approval, from the BRC, to a policy for Electric Vehicle Charging at the Barbican Estate from April 2019.

In response to a question about disturbance from loading and unloading in Bunyan Car Park, the Car Park and Security Manager agreed to reiterate delivery hours with the Concierge Team and measures which could be taken to limit them during unsocial hours.

RESOLVED, that - the Barbican Residential Committee be recommended to approve:

1. Option 2 (i.e. to build upon the previous successful approach by procuring a single contractor for a 5-year programme of works) for proceeding to Procurement and Gateway 5 .
2. Expanding the Project Scope to include the internal redecoration of those six blocks removed from the expiring redecoration contract, due to the ongoing uncertainty regarding the need to replace internal fire doors.
3. An additional budget of £3,000 to reach the next Gateway; and
4. The estimated total project budget of £3,037,500 - £3,375,000 be noted.

12. **REPAIRS AND MAINTENANCE TO ROOFS/BALCONIES FOLLOWING WATER PENETRATION**

Members received a report of the Director of Community and Children's Services in respect of progress made by the Working Party in relation to the City Corporation's approach to dealing with repairs and maintenance to roofs/balconies following water penetration.

Members noted that the works to the barrel roofs was about to start and the results should last for 7-8 years. In response to a question about the podium (which is also a roof), Members noted that these works were part of the Beech Gardens 5-6 year Programme, Stage 2 of which was due to start this time next year; to include Ben Jonson and Cromwell high walks and the steps of Speed and Willoughby houses. The Chairman and Members commended the Assistant Director and the Members of the Working Party for providing sensible estimates and timelines.

Members were also pleased to note the references to the Asset Maintenance Plan (AMP) and the Assistant Director advised that work was underway with City Procurement to appoint a consultant to carry out the Stock Condition Survey (SCS). Members were reminded that the information gained from the estate-wide condition survey, in respect of the 30-Year Plan, would feed into the AMP, including the information from the roofing survey. Depending on the

procurement route selected, the Assistant Director would hopefully be able to provide some estimates for the timescales for the SCS at the time of the BRC meeting.

Residents were asked to note the formalities and timing implications in respect of letting very large and complex contracts. Nonetheless, Members were disappointed that progress was being restricted by the need for a decision on the appointment of consultants. This has been awaited for over a year.

RESOLVED, that – the progress made by the Working Party be noted.

13. PROGRESS OF SALES AND LETTINGS

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

RESOLVED, that – the report be noted.

14. WORKING PARTY UPDATES

Members received the Working Party Updates from the following: Gardens Advisory; Leaseholder Service Charge; Asset Maintenance and Background Underfloor Heating.

During the discussion the following points were noted:

1. The Leasehold Service Charge Working Party (LSChWP) was currently light on Members. Members were asked to seek expressions of interest from their House Groups in the first instance and, if unsuccessful, officers would include a request in the email bulletin.
2. There was some discussion about the possibility of a small levy from each resident (50p or £1 a week) in order to improve some of the private gardens. Members agreed that this should be discussed further at the LSChWP, and the Gardens Advisory Group should provide more detail as to what would be required and how the gardens budget had varied in recent years. Members noted that works to re-laying paths a couple of years ago had impacted on some of the private gardens. Officers suggested that this should also be included in the Annual Residents Survey.
3. Officers agreed to investigate why a quotation to replace the lino in the Defoe House lift had been so high.
4. Members were very pleased at the installations of trimmers, instigated by the Underfloor Heating Working Party using an innovative design by one of the Barbican's own resident engineers. This was further reference in the update report under 'What's gone well'.

The Chairman and Members thanked members and officers of the Working Parties for their commitment and efficiency.

RESOLVED, that – the report be noted.

15. UPDATE REPORT

Members received the Director of Community and Children’s Services Update Report, which covered issues raised at both RCC and BRC meetings in December 2018 in addition to other issues on the estate.

Members noted that Blake Tower would legally become part of the Barbican Estate in September 2019. The Assistant Director advised Members that there were some on-going issues with the development and, whilst most were outside the remit of the Estate Office, he would continue working with City Surveyors to resolve as many as possible before handover.

RESOLVED, that – the report be noted.

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

There were no questions.

17. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items

The meeting closed at 8.15 pm

Chairman

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

Agenda Item 6

Committee:	Date(s):
Residents' Consultation Committee	04 March 2019
Barbican Residential Committee	18 March 2019
Subject: Update Report	For Information
Report of: Director of Community and Children's Services	Public

Summary

Barbican Estate Office

1. Blake Tower (formally the YMCA) Service Charge related issues
2. Agenda Plan

Property Services – see appendix 1

3. Redecorations
4. Public lift availability
5. Concrete Repairs
6. Vision Fibre Media (VFM) Contract for TV and Broadband Services
7. What's gone well

Recommendation: that the contents of this report be noted.

Main Report

Background

This report updates members on issues raised by the Residents' Consultation Committee and the Barbican Residential Committee at their meetings in December 2018. This report also provides updates on other issues on the estate.

Barbican Estate Office Issues

1. Blake Tower (formally the YMCA) Service Charge related issues (no change from previous update).

Issue	Update
Will it be managed by the BEO as part of the Barbican Estate?	Yes.
If so, when from? Day 1 – or after a period?	After 2 years (from September 2019) .
If after a period, are there any arrangements that are different before and after the BEO takes over management?	No Garchey or Underfloor Heating. The Concierge Service will be provided by the Lobby Porter for 12 hours and Estate Concierge (Car Park Attendants) for the other 12 hours.
Where do Blake Tower residents park their cars? Bunyan car park? Are there enough spaces?	Bunyan car park. Yes.
Do they have ASSA keys to the gardens and the rest of the estate?	Yes.
If so do the ASSA keys of existing residents allow them access to Blake Tower?	No. There is a fob system. Potentially, ASSA keys could be retro-fitted as has been the case with Frobisher Crescent. The cost of fitting an ASSA lock at one or more of the entrances to Blake Tower would be a cost borne by the leaseholders of the Tower. Following handover to the BEO, the City will discuss options for this with the leaseholders.
When does the adjustment of estate wide service charges to accommodate Blake Tower take place? From day 1 or from when the BEO takes over?	Day 1.

Agenda Plan - the table below includes a list of pending committee reports:

Report Title	Officer	RCC Meeting Date	BRC Meeting Date
"You Said; We Did" Actions (Separate list for RCC & BRC)	Michael Bennett	10 June	17 June
Service Level Agreement Review	Michael Bennett		
Car Park Charging Policy	Michael Bennett		
Fire Safety Update	Paul Murtagh		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Working Party Updates (deadline 28 May RCC Only) <ul style="list-style-type: none"> • Gardens Advisory • Asset Maintenance • Background Underfloor Heating • Leaseholder Service Charge • Electric Vehicle Charging 	Helen Davinson Mike Saunders Mike Saunders Anne Mason Michael Bennett		
Update Report (deadline 28 May): <ul style="list-style-type: none"> • Main update - Blake Tower service charge related issues/Agenda Plan 2019 • Property Services Update (Appendix 1) 	Michael Bennett		
"You Said; We Did" Actions (Separate list for RCC & BRC)	Michael Bennett	2 Sept	16 Sept
Service Level Agreement Review	Michael Bennett		
2018/19 Revenue Outturn (Excluding the Residential Service Charge Account)	Anne Mason/Chamberlains		
2018/19 Revenue Outturn for the Dwellings Service Charge Account including Reconciliation between the closed accounts and the final service charge	Chamberlains		
Stock Condition Surveys	Mike Saunders		

Relationship of BRC Outturn Report to Service Charge Schedules – RCC Only	Anne Mason		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Working Party Updates (deadline 19 August RCC Only) <ul style="list-style-type: none"> Gardens Advisory Asset Maintenance Background Underfloor Heating Leaseholder Service Charge Electric Vehicle Charging 	Helen Davinson Mike Saunders Mike Saunders Anne Mason Michael Bennett		
Update Report (deadline 19 August): <ul style="list-style-type: none"> Main update - Blake Tower service charge related issues/Agenda Plan 2019 Property Services Update (Appendix 1) 	Michael Bennett		
“You Said; We Did” Actions (Separate list for RCC & BRC)	Michael Bennett	2 Dec	16 Dec
Service Level Agreement Review	Michael Bennett		
Service Charge Expenditure & Income Account - Original Budget 2019/20 & Original Budget 2020/21	Chamberlains		
Revenue & Capital Budgets – Original Budget 2019/20 and Original 2020/21 - Excluding dwellings service charge income & expenditure	Chamberlains		
Progress of Sales & Lettings	Anne Mason		
Arrears Report (BRC Only)	Anne Mason		
Commercial Arrears (BRC Only)	Helen Davinson		
Working Party Updates inc. “Review of Terms of Reference” for RCC AGM in January (deadline 18 November RCC Only) <ul style="list-style-type: none"> Gardens Advisory Asset Maintenance 			

<ul style="list-style-type: none"> • Background Underfloor Heating • Leaseholder Service Charge • Electric Vehicle Charging 	Helen Davinson Mike Saunders Mike Saunders Anne Mason Michael Bennett		
Update Report (deadline 18 November): <ul style="list-style-type: none"> • Main update - Blake Tower service charge related issues/Agenda Plan 2020 • Property Services Update (Appendix 1) 	Michael Bennett		

Background Papers:

Minutes of Residents' Consultation Committee 03 December 2018.
Reports to the Barbican Residential Committee 10 December 2018.

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

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3. Redecorations

The programme for 2019/20 is currently being developed. This will be the final year of the successful 5 year redecorations programme. Property Services are currently collating information on the next 5 year programme which will commence in 2020

4. Public Lift Availability

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

Lift	From April 2017 to March 2018	From April 2018 to December 2018
Turret (Thomas More)	99.90%	99.80%
Gilbert House	99.99%	98.90%

5. Concrete Repairs

Works are progressing well and are currently on programme

6. Vision Fibre Media (VFM) Contract for TV and /Broadband Services

As reported previously, the contract for television services is under a 6 month review. An issues log has been created and will form part of the review in April 2019

7. Repairs and Maintenance Update

The contract has now been formally let and we are currently going through the mobilisation period. A monitoring group is to be set up to review the services provided which will include officers and resident members (see working part update report)

8. What's Gone Well

Background Underfloor Heating – as part of the work being carried out by officers and residents. The Barbican PSO's (Resident Engineers) have developed trial monitoring equipment that allows residents to control the background heating within their flat. Currently the PSO's have to attend to individual requests for heating to be turned up or down. The results of the trial, which includes temperature data loggers, will be known by the end of the current heating period.

Our thanks go to the 2 resident members of the Underfloor Heating Working Party who volunteered to be part of the trial

Committee(s)	Dated:
Residential Consultation Committee – for information Barbican Residential Committee – for decision	04/03/2019 18/03/2019
Subject: Barbican Estate Residents Electric Vehicle Charging Policy	Public
Report of: Director of Community and Children's Services	For decision by the Barbican Residential Committee
Report authors: Barry Ashton Car Park and Security Manager	

Summary

In January 2019, the Barbican Residential Committee reviewed a report regarding the pilot of Electric Vehicle (EV) charging points across the Barbican Estate.

The installation of the current units, the pilot and associated costs have been funded by the Low Emission Neighbourhood (LEN), which ceases in April 2019.

This report proposes a Policy for the Electric Vehicle Charging at the Barbican Estate from April 2019.

Recommendations

The Barbican Residential Committee are asked to approve that:

1. From April 2019 EV Charging users have an additional quarterly surcharge on their car parking bay permit of £25 per quarter
2. From October 2019 (or sooner if funding and resources allow) EV Charging users to be charged for the electricity they use
3. From October 2019 EV Charging users are directly billed per kWh of electricity at 25p/kWh (14p/kWh domestic rate + 11p management levy/kWh)
4. All EV Charging users are assigned a dedicated EV bay, in line with the Car Parking Licence
5. Officers to progress the additional LEN funding of £17,000 to provide Breton House car park with charging facilities and connections via Smart Technology.
6. Officers continue to update the Electrical Vehicle Working Party (EVWP), carrying out a review after one year and report back to this committee

Main Report

Background

7. In December 2016, a Working Party was established by the Barbican Residential Committee to look to pilot the introduction of EV charging points across the Estate.
8. Consultants were contracted to oversee the pilot and produce a report with recommendations for a working business model regarding cost and management of the charging units, and for further roll-out of EV charging on the Estate. This was presented to members in January 2019.
9. In May 2018, 22 charging units were installed in five car parks (Breton, Bunyan, Cromwell, Thomas More & Willoughby) on the Estate providing a total capacity for 30 EV charging bays. A selection of charging units were chosen and installed as part of the trial to determine the best type of charger to meet residents' requirements.
10. 15 participants took part in the pilot and the main findings included:
 - Average electricity consumption of 1.3kW / day per participant
 - Low usage is due to high proportion of plug-in hybrid EVs in the participant group and low mileage due to inner City location
 - Preference for users to be charged per kW of electricity they use
 - Preference for dedicated use bays
 - Convenience of charging units' locations is key to uptake of using charging points
 - Preference for communicating charging units that can be operated with a swipe card and are connected to the Chargemaster management system
 - 7kW units identified as most suitable
11. Other key findings from the consultants reports include:
 - Reasoning for the 14p/kW charge
 - Standard domestic rate for electricity, so this component of the per kW charges covers the electricity costs incurred by the resident when charging their EV.
 - Rationale for the 11p management levy/kW charge
 - The additional component of the charge covers the annual maintenance costs for the units, and the standing charges for the back-office support from the charge point operator.
12. The consultants have confirmed that it is extremely difficult to estimate the set up costs for a resident within Greater London. It would vary significantly depending on the type of property, situation of the parking bay, available electrical supply and the type of charge point. But the prices from the 5 suppliers consulted as part of the study for the Barbican's car parks were broadly consistent – with a charging unit and installation cost range of: Low - £1,500, Average - £2,000, High - £3,000
13. The installation of the current EV charging units on the Estate, the pilot and associated costs has been totally funded by the LEN, with no charges to residents or the Car Park Account. This funding ceases in April 2019.

Current Position

14. At its meeting on 31 January 2019, Members requested assurances for residents regarding:

- Procedures for users
- Metering of electricity use and its invoicing
- Communication of the Policy
- Timelines

Options

15. The LEN Project team have been able to provide a further £17,000 funding to this project, which has to be spent within this current financial year.

16. This funding will be used for the conversion of all current equipment to smart charging points within Breton House car park.

Proposals

17. That the Barbican Residential Committee approve the following:

- From April 2019 EV Charging users have an additional quarterly surcharge on their car parking bay permit of £25 per quarter
- From October 2019 (or sooner if funding and resources allow) EV Charging users to be charged for the electricity they use
- From October 2019 EV Charging users are directly billed per kWh of electricity at 25p/kWh (14p/kWh domestic rate + 11p management levy/kWh)
- All EV Charging users are assigned a dedicated EV bay, in line with the Car Parking Licence
- Officers to progress associated works to provide as many of the other car parks with charging facilities and connections via Smart Technology, that the current additional LEN funding allows
- Officers continue to update the EV WP and carry out a review after one year

18. Officers to provide EV Charging Users with a procedure user guide for the charge points including how they will be invoiced.

19. Officers to continue pursuing for alternative funding schemes to enable passive cabling infrastructure and the associated smart charging technology for the remaining car parks to allow the installation of individual charging units on an “on demand basis”.

Conclusions

20. This project is currently being fully funded by the LEN project. From 1 April 2019, costs and management associated with the EV charging in Barbican car parks will no longer be sustained by LEN funding. Recommendations to resolve this are laid out in paragraphs 1-6 of this report.

Background Papers

Electric Vehicle Charging Points Pilot Project - June 2017

Barbican Estate Residents Electric Vehicle Charging Infrastructure - January 2019

Barry Ashton

Car Park and Security Manager

Department of Community and Children's Services

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Committee(s)	Dated:
Barbican Residents Consultation Committee Barbican Residential Committee	04/03/2019 18/03/2019
Subject: Charging Policy for Disabled Car Park Users	Public
Report of: Director of Community and Children's Services	For information (RCC) For decision (BRC)
Report author: Barry Ashton - Car Park and Security Manager	

Summary

At its meeting on 21 June 2018, the Barbican Residential Committee received a report on the Charging Policy for Car Parking on the Barbican Estate, where Members agreed to a one-year Policy for residential car parking charges. The Barbican Estate does not currently have a charging Policy for Disabled Car Parking.

Officers were instructed to carry out an Equalities Impact Assessment to enable the BRC's Member/Officer Working Party to assess whether a reduced charge should apply to disabled or similar users and, if so, what the reduction should be.

The BRC's Member/Officer Working Party met in October 2018 and a report was presented to Committee. This further report proposes a Policy for Disabled Car Park Users.

Recommendations

The Barbican Residential Committee is asked to endorse the work and recommendations of the Member/Officer Working Party and specifically, to approve a Charging Policy for Disabled Car park Users based on either option 1 or 2:

1. Option 1: a 25% reduction on the approved Car Parking bay charges in line with the annual review of charges in June 2019
2. Option 2: a CPI increase on the approved Car parking bay charges in line with the annual review of charges in June 2019
3. In addition to provide a concession of 2 hours free parking for disabled residents (blue or red badge holders) visiting ward motes (in Cripplegate and Aldersgate), and by prior arrangement with the Barbican Estate Office

Main Report

Background

4. At its meeting on 21 June 2018, the Barbican Residential Committee received a report on the Charging Policy for Car Parking on the Barbican Estate. Members agreed to a one-year policy for residential car parking charges.
5. It further agreed that an Equalities Impact Assessment be undertaken to assess the impact of the new Charging Policy and that this should be presented to the Working Party.
6. The BRC's Member/Officer Working Party met in October 2018 and reviewed a number of proposals which were presented to Committee. This further report proposes a Policy for Disabled Car park Users.
7. Members of the Working Party are:
 - Michael Hudson (Chair) – Chairman of the BRC
 - Sue Pearson – Deputy Chairman of the BRC
 - Randall Anderson – Member of the BRC
 - John Tomlinson – Member of the BRC
 - Paul Murtagh – Assistant Director Barbican & Housing
 - Michael Bennett – Head of Barbican Estates

Current Position

8. An Equalities Analysis was carried out of the new Car Parking Charging Policy (see Appendix 1).
9. Currently there are 11 disabled resident car park users on the Barbican Estate. The Working Party noted that very few residents used the car park on a temporary basis and agreed that disabled users for temporary car parking will continue to be managed on an individual basis by the on-site Concierge staff.

Proposals from the Working Party

10. That the BRC consider the following options:
 - a 25% reduction (currently £335) on the approved Car Parking bay charges (currently £1,340) in line with the annual review of charges in June 2019
 - a CPI increase on the approved Car parking bay charges in line with the annual review of charges in June 2019
 - provide a concession of 2 hours free parking for disabled residents (blue or red badge holders) visiting ward motes (in Cripplegate and Aldersgate), and by prior arrangement with the Barbican Estate Office

Implications

11. All costs on any reductions pertaining to approvals by this Committee will be met by the Car Park Account.

Conclusions

12. The Member/Officer Working Party, set up at the instruction of the BRC, has reviewed comments from Members and resident representatives and a number of options are laid out in paragraphs 1-3 of this report.

Appendices

- Appendix 1 – Equalities Analysis

Background Papers

Car Park Strategy Stage One 2009

Car Park Strategy Update 2009

Barbican Estate Car Park Efficiency Strategy Working Party 2011

Baggage Stores Charging Policy 2011

Car Park Charging Policy February 2013

Car Park Charging Policy December 2013

Car Park and Baggage Stores Charging Policy January 2014

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

Service Based Review Proposals – Department of Community & Children's Services 2014

Car Park Charging Policy 2015

Car Park Charging Policy March 2016

Service Based Review March 2016

Review of Public Car Park Provision in the City November 2016

Charging Policy for Car Parking and Stores November 2016

Charging Policy for Car Parking June 2017

Charging Policy for Car Parking and Stores June 2018

Charging Policy for Car Parking and Stores December 2018

Charging Policy for Car Parking and Stores January 2019

Barry Ashton

Car Park and Security Manager

Department of Community and Children's Services

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TEST OF RELEVANCE: EQUALITY ANALYSIS (EA)



The screening process of using the Test of Relevance template aims to assist in determining whether a full Equality Analysis (EA) is required. The EA template and guidance plus information on the Equality Act and the Public Sector Equality Duty (PSED) can be found on Colnet at: <http://colnet/Departments/Pages/News/Equality-and-Diversity.aspx>

Introduction

The Public Sector Equality Duty (PSED) is set out in the Equality Act 2010 (s.149). This requires public authorities, in the exercise of their functions, to have 'due regard' to the need to:

- Eliminate discrimination, harassment and victimisation
- Advance equality of opportunity between people who share a protected characteristic and those who do not, and
- Foster good relations between people who share a protected characteristic and those who do not

The characteristics protected by the Equality Act 2010 are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership.
- Pregnancy and maternity
- Race
- Religion or belief
- Sex (gender)
- Sexual orientation

What is due regard?

- It involves considering the aims of the duty in a way that is proportionate to the issue at hand
- Ensuring that real consideration is given to the aims and the impact of policies with rigour and with an open mind in such a way that it influences the final decision
- Due regard should be given before and during policy formation and when a decision is taken including cross cutting ones as the impact can be cumulative.

The general equality duty does not specify how public authorities should analyse the effect of their business activities on different groups of people. However, case law has established that equality analysis is an important way public authorities can demonstrate that they are meeting the requirements.

Even in cases where it is considered that there are no implications of proposed policy and decision making on the PSED it is good practice to record the reasons why and to include these in reports to committees where decisions are being taken.

It is also good practice to consider the duty in relation to current policies, services and procedures, even if there is no plan to change them.

How to demonstrate compliance

Case law has established the following principles apply to the PSED:

- **Knowledge** – the need to be aware of the requirements of the Equality Duty with a conscious approach and state of mind.
- **Sufficient Information** – must be made available to the decision maker
- **Timeliness** – the Duty must be complied with before and at the time that a particular policy is under consideration or decision is taken not after it has been taken.
- **Real consideration** – consideration must form an integral part of the decision-making process. It is not a matter of box-ticking; it must be exercised in substance, with rigour and with an open mind in such a way that it influences the final decision.
- **Sufficient information** – the decision maker must consider what information he or she has and what further information may be needed in order to give proper consideration to the Equality Duty
- **No delegation** - public bodies are responsible for ensuring that any third parties which exercise functions on their behalf are capable of complying with the Equality Duty, are required to comply with it, and that they do so in practice. It is a duty that cannot be delegated.
- **Review** – the duty is continuing applying when a policy is developed and decided upon, but also when it is implemented and reviewed.

Test of Relevance screening

The Test of Relevance screening is a short exercise that involves looking at the overall proposal and deciding if it is relevant to the PSED.

Note: If the proposal is of a significant nature and it is apparent from the outset that a full equality analysis will be required, then it is not necessary to complete the Test of Relevance screening template and the full equality analysis and be completed.

The questions in the Test of Relevance Screening Template to help decide if the proposal is equality relevant and whether a detailed equality analysis is required. The key question is whether the proposal is likely to be relevant to any of the protected characteristics.

What to do

In general, the following questions all feed into whether an equality analysis is required:

- How many people is the proposal likely to affect?
- How significant is its impact?
- Does it relate to an area where there are known inequalities?

At this initial screening stage, the point is to try to assess obvious negative or positive impact.

If a negative/adverse impact has been identified (actual or potential) during completion of the screening tool, a full equality analysis must be undertaken.

If no negative / adverse impacts arising from the proposal it is not necessary to undertake a full equality analysis.

However there is no requirement to:

- Produce equality analysis or an equality impact assessment
- Indiscriminately collect diversity data where equalities issues are not significant
- Publish lengthy documents to show compliance
- Treat everyone the same. Rather, it requires public bodies to think about people's different needs and how these can be met
- Make services homogeneous or to try to remove or ignore differences between people.

The key points about demonstrating compliance with the duty are to:

- Collate sufficient evidence to determine whether changes being considered will have a potential impact on different groups
- Ensure decision makers are aware of the analysis that has been undertaken and what conclusions have been reached on the possible implications
- Keep adequate records of the full decision making process

Quite often, the answer may not be so obvious and service-user or provider information will need to be considered to make a preliminary judgment. For example, in considering licensing arrangements, the location of the premises in question and the demographics of the area could affect whether section 149 considerations come into play.

There is no one size fits all approach but the screening process is designed to help fully consider the circumstances.

On completion of the Test of Relevance screening, officers should:

- Ensure they have fully completed and the Director has signed off the Test of Relevance Screening Template.
- Store the screening template safely so that it can be retrieved if for example, Members request to see it, or there is a freedom of information request or there is a legal challenge.
- If the outcome of the Test of Relevance Screening identifies no or minimal impact refer to it in the Implications section of the report and include reference to it in Background Papers when reporting to Committee or other decision making process.

1. Proposal / Project Title: Car Park Charging Policy

2. Brief summary (include main aims, proposed outcomes, recommendations / decisions sought):

Achieve a fair return on assets for the car parking spaces within the Barbican Estate.

Review and implement a charging policy for car parking.

Obtained advice from two separate independent consultations on opinions of value for car parking – use as basis for decision with committee.

3. Considering the equality aims (eliminate unlawful discrimination; advance equality of opportunity; foster good relations), indicate for each protected group whether there may be a positive impact, negative (adverse) impact or no impact arising from the proposal:

Protected Characteristic (Equality Group) <input checked="" type="checkbox"/>	Positive Impact	Negative Impact	No Impact	Briefly explain your answer. Consider evidence, data and any consultation.
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not possible to distinguish if relevant and whether someone of a different age group be able to meet possible increases or not.
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Possible negative impact, depending on disability and related restrictions. Should consider fostering a good relationship.
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Relevant, as does not discriminate and would neither cause a Positive or Negative effect.
Marriage and Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Relevant, as does not discriminate and would neither cause a Positive or Negative effect.
Pregnancy and Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Relevant, as does not discriminate and would neither cause a Positive or Negative effect.
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Relevant, as does not discriminate and would neither cause a Positive or Negative effect.
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Relevant, as does not discriminate and would neither cause a Positive or Negative effect.
Sex (i.e gender)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Relevant, as does not discriminate and would neither cause a Positive or Negative effect.
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Relevant, as does not discriminate and would neither cause a Positive or Negative effect.

4. There are no negative/adverse impact(s)

N/A

Please briefly explain and provide evidence to support this decision:

5. Are there positive impacts of the proposal on any equality groups? N/A
Please briefly explain how these are in line with the equality aims:

6. As a result of this screening, is a full EA necessary? (Please check appropriate box using)

Yes

No

Briefly explain your answer:

Disability awareness is the only factor that could possibly be impacted by the increases.

Recommend reviewing Disability Allowances as part of the Car Park Charging Working Party, which reviews policy and is attended by Senior CoL Officers and elected Members.

- Current number of disabled resident users - 11
- Availability of marked disabled bays – 0
- Comments received since commencing the new charging policy from 25 June 2018.
 - 14 Surrendered in total, none relating to disability or to cost.
 - 4 Moved away from the Estate, 2 no longer need a car and the others did not comment (as per appendix 2 (1))

Options for Disability Allowances;

1. Providing a pre-set number of disabled bays in designated areas is not practically possible, due to the scattering of the residential staircase entrances
2. Making use of two car parking bays for each disabled user for ease of access etc
3. CPI increases as previous basis for charging only to those that have a disability (subject to annual review).
4. City of London Public Car Parks Policy
 - The Blue Badge Scheme does not apply in the City but they do operate its own Red Badge scheme for people with disabilities who are City residents or permanent City workers.
 - Red Badge holders can park on a single yellow line for a period of 30 minutes, at payment parking bays and disabled bays without paying.
5. Housing Car Parks (other than BE) Policy
 - Have a small number of Designated Bays
 - Offer Discounted Rate of 50% (Acknowledge Blue and Red Badge Holders)
 - Have a report to Committee 24 September with the following three options
 - Maintain the 50% discount
 - Increase to a 75% discount
 - Provide Disabled Users a Bay for free

Recommendation: To introduce options 2 and 3 or await DCCS decision of Housing Policy and review

7. Name of Lead Officer: Barry Ashton

Job title: Car Park & Security Manager

Date of completion: 24 August 2018

Signed off by Department
Director :

Name:

Date:

Committee(s)	Dated:
Barbican Residents Consultation Committee Barbican Residential Committee	04/03/2019 18/03/2019
Subject: Policy for Miscellaneous Car Park Charges	Public
Report of: Director of Community and Children's Services	For information by the RCC
Report authors: Barry Ashton Car Park and Security Manager	For decision by BRC

Summary

At its meeting on 21 June 2018, the Barbican Residential Committee received a report on the Charging Policy for Car Parking on the Barbican Estate. Members agreed to a one-year Policy for residential car parking charges. However, no decision was made with regard to charges for other facilities within the car parks.

The BRC's Member/Officer Working Party met in October 2018 and a report was presented to Committee. This further report proposes a Policy for Miscellaneous Car Parking charges.

Recommendations

The Barbican Residential Committee is asked to endorse the work and recommendations of the Member/Officer Working Party and specifically, to approve the following recommendations for Miscellaneous charges within the Barbican Estate car parks:

1. Approve a Policy based on CPI which is reviewed annually in line with Car Parking Charging
2. Approve that other charges listed below are increased by CPI (using CPI for May 2018 and CPI for May 2019) and take affect from September 2019:
 - a. Temporary Car Parking
 - b. Motorcycle Licences
 - c. Bicycle pods
 - d. Bicycle lockers
3. Approve that the long-term car bay agreements are updated so that the service charge is calculated as the estimated cost of services for car parking and stores in the car parks divided by the number of available car parking spaces plus those that are occupied by residents' stores.

Main Report

Background

4. At its meeting on 21 June 2018, the Barbican Residential Committee received a report on the Charging Policy for Car Parking on the Barbican Estate. Members agreed to an increase for residential car parking charges. However, no decision was made with regard to charges for other facilities within the car parks.
5. The BRC's Member/Officer Working Party met in October 2018 and reviewed a number of proposals which were presented to Committee. This further report proposes a Policy for Miscellaneous Car Parking charges.
6. The members of the Working Party are:
 - Michael Hudson (Chair) – Chairman of the BRC
 - Sue Pearson – Deputy Chairman of the BRC
 - Randall Anderson – Member of the BRC
 - John Tomlinson – Member of the BRC
 - Paul Murtagh – Assistant Director Barbican & Housing
 - Michael Bennett – Head of Barbican Estates

Current Position - Miscellaneous Car Parking Charges

7. Charges for Temporary Car Parking, Motorcycles, and Bicycle Storage have not been increased since June 2017.
8. The numbers of current users are as follows:
 - a. Temporary Car Parking – 6,005 (ticketed vehicles for 2018)
 - b. Motorcycle Licences – 42
 - c. Bicycle Pods - 30
 - d. Bicycle Lockers - 72

Current Position - Long-term bay agreements

9. Leaseholders requests for long-term car bay agreements have been on hold during the stores project but there is still interest. The agreement states that the service charge is calculated as the estimated cost of services (car parking staff, repairs and maintenance, electricity, water, insurance, equipment, cleaning, supervision and management) divided by the number of available car parking spaces.
10. The new stores project and an audit of the car parks usable bays has reduced the number of available car parking bays. Therefore, it is estimated that there will be a relatively large increase in the service charges for long-term car bay users in 2019/20.

Proposals from the Working Party

11. The Officer/Member Working Party proposed that miscellaneous charges be reviewed in line with CPI over a period of two years in September 2019. This was due to the relatively high level of administration involved compared to estimated income. The proposals are that charges are increased based on the CPI in May 2018 and May 2019 and take effect in September 2019 for the following:

- Temporary Car Parking
- Motorcycle Licences
- Bicycle Pods
- Bicycle Lockers

12. The Working Party queried the history of the differentials between the annual service charge for long-term car bay users and the rental charges and whether there could be resistance to a large increase in service charge (see history of charges in Appendix 1).

13. Furthermore, income from the car park stores is now attributed to the Car Park Account. Therefore, the agreement could be amended to state that the service charge is calculated as the estimated cost of services for car parking and stores in the car parks divided by the number of available car parking spaces plus those that are occupied by resident stores.

Implications

14. The effect of the current CPI (2%) on the above miscellaneous charges would be an estimated additional £1.6k income per annum.

15. The City Solicitor has advised that any variation to the 94 resident long-term car bay agreements would have to be by agreement with all of current users.

Conclusions

16. The Member/Officer Working Party, set up at the instruction of the BRC, has reviewed comments from Members and their recommendations are laid out in paragraphs 1-3 of this report.

Appendices

- Appendix 1 – Differentials between the annual service charge for a long-term car bay agreement and the rental charge

Background Papers

Car Park Strategy Stage One 2009

Car Park Strategy Update 2009

Barbican Estate Car Park Efficiency Strategy Working Party 2011

Baggage Stores Charging Policy 2011

Car Park Charging Policy February 2013

Car Park Charging Policy December 2013
Car Park and Baggage Stores Charging Policy January 2014
Revenue and Capital Budgets – Latest Approved Budget 2013/14 and Original Budget 2014/15
Service Based Review Proposals – Department of Community & Children’s Services 2014
Car Park Charging Policy 2015
Car Park Charging Policy March 2016
Service Based Review March 2016
Review of Public Car Park Provision in the City November 2016
Charging Policy for Car Parking and Stores November 2016
Charging Policy for Car Parking June 2017
Charging Policy for Car Parking and Stores June 2018
Charging Policy for Car Parking and Stores December 2018
Charging Policy for Car Parking and Stores January 2019

Barry Ashton

Car Park and Security Manager
Department of Community and Children's Services
T: 020 70293920 and E: barry.ashton@cityoflondon.gov.uk

Appendix 1

Differentials between the annual service charge for a long-term car bay agreement and the rental charge

Date	Rental Charge	Service Charge
2009/2010	£1,038	£855
2010/2011	£1,038	£803
2011/2012	£1,070	£818
2012/2013	£1,126	£832
2013/2014	£1,155	£940
2014/2015	£1,183	£864
2015/2016	£1,210	£867
2016/2017	£1,225	£876
2017/2018	£1,258	£920
2018/2019	£1,340	£962
2019/2020	£1,420*	£1139**

* To be reviewed by Car Park Charging Working Party and Barbican Residential Committee - Spring 2019

** TBC

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<p>Committees: Barbican Residents Consultation Committee (For Information) Barbican Residential Committee (For Decision) Projects Sub Committee (For Decision)</p>	<p>Dates: 04 March 2019 18 March 2019 22 March 2019</p>
<p>Subject: Barbican Estate Redecoration Programme 2020-25</p> <p>Unique Project Identifier: 12035</p>	<p>Gateway 3/4: Options Appraisal (Regular)</p>
<p>Report of: Director of Community & Children's Services</p> <p>Report Author: David Downing; Steven Murray</p>	<p>For Decision</p>
<h1 style="margin: 0;">PUBLIC</h1>	

<p>1. Next steps and Requested decisions</p>	<p>Project Mission statement: This project will address the cyclical redecoration of internal and external areas of the residential blocks of the Barbican Estate as identified for the next five financial years (2020/21-2024/25) of the redecoration programme.</p> <p>Next Gateway: <i>Gateway 5: Authority to Start Work</i></p> <p>Next Steps:</p> <p>Pre-tender S20 consultation with long leaseholders. Procurement Post-tender S20 consultation with long leaseholders.</p> <p>Requested Decisions:</p> <p>The Barbican Estate Residents Consultation Committee is asked to note this report for information only.</p> <p>The Barbican Residential Committee and the Projects Sub Committee are asked to note and approve the following:</p> <ol style="list-style-type: none"> 1. That Option 2 is approved for proceeding to Procurement and Gateway 5. 2. That the project scope is to be expanded to include the internal redecoration of those six blocks removed from the expiring redecoration contract due to the ongoing uncertainty regarding the need to replace internal fire doors.
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	<p>3. That the estimated total project budget of £3,037,500 - £3,375,000 is noted.</p> <p>4. That an additional budget of £3,000 is approved to reach the next Gateway.</p>												
<p>2. Resource requirements to reach next Gateway</p>	<p><i>From recommended option</i></p> <table border="1" data-bbox="528 539 1390 1043"> <thead> <tr> <th data-bbox="528 539 762 680">Item</th> <th data-bbox="762 539 1007 680">Reason</th> <th data-bbox="1007 539 1235 680">Funds/ Source of Funding</th> <th data-bbox="1235 539 1390 680">Cost (£)</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 680 762 972">Staff Costs</td> <td data-bbox="762 680 1007 972">Procurement, Consultation</td> <td data-bbox="1007 680 1235 972">Long Lessee contributions (95%) / Barbican Res. Local Risk budget (5%)</td> <td data-bbox="1235 680 1390 972">£3,000</td> </tr> <tr> <td data-bbox="528 972 762 1043">Total</td> <td data-bbox="762 972 1007 1043"></td> <td data-bbox="1007 972 1235 1043"></td> <td data-bbox="1235 972 1390 1043">£3,000</td> </tr> </tbody> </table>	Item	Reason	Funds/ Source of Funding	Cost (£)	Staff Costs	Procurement, Consultation	Long Lessee contributions (95%) / Barbican Res. Local Risk budget (5%)	£3,000	Total			£3,000
Item	Reason	Funds/ Source of Funding	Cost (£)										
Staff Costs	Procurement, Consultation	Long Lessee contributions (95%) / Barbican Res. Local Risk budget (5%)	£3,000										
Total			£3,000										
<p>3. Overview of project options</p>	<p>There are two options:</p> <p>Option 1 is founded upon procuring a series of redecoration contracts to cover the identified works on an annual basis.</p> <p>Option 2 is to build upon the previous successful approach by procuring a single contractor for a 5-year programme of works.</p>												
<p>4. Recommended Option</p>	<p>Option 2 is recommended. A single procurement exercise will minimise project development costs, will present cost savings via economies of scale and provide cost surety throughout the programme during an uncertain economic climate. Furthermore, a single contractor will have an ongoing commitment to maintaining the Estate to the standards required. The current redecoration contract as held by K&M McLoughlin Ltd, which expires March 2020, was procured in this manner. This contract has to date been a clear success, with works completed on time and to budget whilst meeting the high standards required by both the City and residents for the Barbican Estate.</p>												
<p>5. Procurement approach</p>	<p>The route to market will be via an open (below-OJEU) tender advertised on the Capital E-sourcing portal. The recommended technical/price evaluation ratio is 60:40 for this contract.</p> <p>City Procurement Project Reference: 16/189PS.</p>												

Appendices

Appendix 1	Project Coversheet
Appendix 2	PT4 Procurement Form

Contact

Report Author	David Downing, Asset Programme Manager Steven Murray, Project Surveyor / Manager
Email Address	David.Downing@cityoflondon.gov.uk Steven.Murray@cityoflondon.gov.uk
Telephone Number	0207 332 1645 0207 029 3915

Options Appraisal Matrix

<i>Option Summary</i>	<i>Option 1 – annual procurement</i>	<i>Option 2 – 5-year programme</i>				
1. Brief description of option	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 procured 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, a contractor will be appointed to complete a 5-year programme of works. This is the approach that was used to procure the current redecoration contract which expires March 2020. This contract has to date been a clear success, with works completed on time and to budget whilst meeting the high standards required by both the City and residents for the Barbican Estate.				
2. Scope and exclusions	<p>The project applies to the Barbican Residential Estate. Blocks will be addressed through annual projects.</p> <p>Due to uncertainty on the long-term strategy of the possible replacement of flat front doors as a result of fire safety tests, internal redecoration cannot be procured on a 1-year basis until the results become clear and a strategy developed in the event of the front doors being replaced/upgraded. The initial procurements for</p>	<p>The programme applies to the Barbican Residential Estate, multiple blocks will be included as part of a 5-year programme.</p> <p>The external redecoration programme is as follows:</p> <table border="1"> <thead> <tr> <th>YEAR</th> <th>External Redecoration</th> </tr> </thead> <tbody> <tr> <td>2020/21</td> <td>Bryer Court Bunyan Court John Trundle Court</td> </tr> </tbody> </table>	YEAR	External Redecoration	2020/21	Bryer Court Bunyan Court John Trundle Court
YEAR	External Redecoration					
2020/21	Bryer Court Bunyan Court John Trundle Court					

the early years of the programme will therefore be for external works only.

The year 1 programme is as follows:

YEAR	External Redecoration
2020/21	Bryer Court Bunyan Court John Trundle Court

Subsequent procurements would, beyond those blocks indicated at Gateway 2 (see Appendix 1 - Project Coversheet) include a further six blocks (Gilbert House, Willoughby House, Bunyan House, Cromwell Tower, Speed House & Defoe House) whose internal redecoration was deferred from the expiring redecoration contract due to uncertainty regarding the internal fire door strategy. The scheduling of these blocks within the 5-year programme of annual procurements is dependent on the determination of that strategy.

YEAR	External Redecoration
2021/22	Ben Jonson House Breton House Cromwell Tower Frobisher Crescent
2022/23	Lauderdale Tower Shakespeare Tower
2023/24	Andrewes House Defoe House Speed House
2024/25	Brandon Mews Gilbert House Willoughby House

The following list of blocks are also to have internal redecoration included within this proposed 5-year programme:

Ben Jonson House, Breton House, Mountjoy House, Andrewes House, Lauderdale Tower, Seddon House, Shakespeare Tower, Thomas More House, Gilbert House, Frobisher Crescent.

		<p>The scheduling of these blocks within the 5-year programme is dependent on the determination of the Barbican Estate internal fire door strategy.</p> <p>A further six blocks (Gilbert House, Willoughby House, Bunyan House, Cromwell Tower, Speed House & Defoe House) whose internal redecoration was deferred from the expiring redecoration contract due to uncertainty regarding the internal fire door strategy, are to be added to the previously approved Gateway 2 project scope. The inclusion of these additional works is estimated to increase the total estimated project budget by £775,000.</p> <p>With having the internal redecoration procured within this 5-year programme, we will then have both cost certainty for each block for the next 5 years along with the flexibility to be able to commence with the works once the long-term strategy for the flat front doors has been made following receipt of the fire safety test results. Furthermore, by ensuring that the internal redecoration were procured on a basis whereby the cost of redecoration the existing fire doors and surroundings could be included or omitted on instruction we would ensure that the internal works proposed would remain appropriate in terms of price and scope whatever the outcome of the fire door strategy.</p>
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Project Planning		
3. Programme and key dates	Year 1 programme: <ul style="list-style-type: none"> • Gateway 3/4 Options Appraisal – March 2019 • Procurement of year 1 contractor – complete August 2019 • Gateway 5 (year 1) – Autumn 2019 • Deliver year 1 works– through April 2020 – March 2021 • Procurement of year 2 contractor – complete August 2020 • Gateway 5 (year 2) – Autumn 2020 • Deliver year 2 works– through April 2021 – March 2022 <p>Years 3-5 would proceed on a similar pattern.</p>	Overall programme: <ul style="list-style-type: none"> • Gateway 3/4 Options Appraisal – March 2019 • Procurement of contractor – complete August 2019 • Deliver works– through April 2020 – March 2025 <p>Key dates: Contract to commence in April 2020.</p> <p>Other works dates to coordinate: The project will have regard to other projects on the Barbican Estate. This included aligning the external redecorations of the Barbican Centre with the residential floors above within Frobisher Crescent and co-ordinating the redecoration programme around Phase II of the podium water proofing project.</p>
4. Risk implications	Overall project option risk: Green	
5. Stakeholders and consultees	<ul style="list-style-type: none"> • Residents, including leaseholders through Section 20 consultation where they stand to incur service charges. • Departments of City Surveyor’s, Town Clerks, Planning and Chamberlain’s (including CityProc). 	

	<ul style="list-style-type: none"> • Members and Ward Members. • Barbican Centre (with regard to Frobisher Crescent). 	
6. Benefits of option	<ul style="list-style-type: none"> • An under performing contractor can be removed from site with minimal risk to the overall programme. 	<ul style="list-style-type: none"> • A single procurement exercise. • Cost surety provided throughout the programme during uncertain economic climate. • A single contractor with an ongoing commitment to maintaining the Estate to the standards required. • Economies of scale from 5-year contract. • Replicates current contract which has operated successfully.
7. Disbenefits of option	<ul style="list-style-type: none"> • Considerable increase in officer time and associated staff costs due to annual procurements. • Potential for multiple contractors could lead to differing standards of work throughout the estate. • Little scope for achieving economies of scale. 	<ul style="list-style-type: none"> • Should market conditions change dramatically during the 5-year period, works may have to be re-procured to ensure continued value for money.

Resource Implications		
8. Total Estimated cost	£700,000 - £750,000 (works costs) per annum. £787,500 - £843,750 (including fees/staff costs) per annum Total Project Budget: £3,937,500 - £4,218,750	£2,700,000 - £3,000,000 (works costs) £3,037.500 - £3,375.000 (including fees/staff costs) Total Project Budget: £3,037.500 - £3,375.000
9. Funding strategy	The project is funded by the City Fund, the majority (circa 95%) of the cost is recoverable by way of service charges from leaseholders, the remainder (circa 5%) is funded from ongoing annual Barbican Residential local risk revenue budgets.	
10. Investment appraisal	N/A	
11. Estimated capital value/return	N/A	
12. 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 5-year programme. The costs will be known in advance aiding financial planning.
13. Affordability	The works have been factored into the Asset Management plans for the Barbican Estate. Circa 95% of the cost is recoverable from long leaseholders.	The works have been factored into the Asset Management plans for the Barbican Estate, the programmed approach is considered more cost effective. Circa 95% of the cost is recoverable from long leaseholders.

14. Legal implications	Maintaining the assets in a compliant way discharges the City's legal and statutory obligations.	
15. Corporate property implications	It is important that the City's assets remain in good, safe and statutory compliant condition. Therefore, all necessary action should be taken to ensure that assets are kept as such throughout the assets' lifetime.	
16. Traffic implications	This would be discussed and agreed with appointed contractors where the works have any impact on roads/highways, this does not apply to the majority of the Barbican Estate.	
17. Sustainability and energy implications	The finishes will be specified to be of high quality and as durable as possible, ensuring the cycle of required redecorations is not disrupted by early failure of materials.	
18. IS implications	N/A	
19. Equality Impact Assessment	N/A	
20. Data Protection Impact Assessment	N/A	
21. Recommendation	Not recommended	Recommended

Project Coversheet

[1] Ownership

Unique Project Identifier: 12035 **Report Date:**
Core Project Name: Barbican Estate Redecoration Programme 2020-25
Programme Affiliation (if applicable): N/A
Project Manager: David Downing
Next Gateway to be passed: Gateway 3/4

[2] Project Brief

Project Mission statement: This project will address the cyclical redecoration of internal and external areas of the residential blocks of the Barbican Estate as identified for the next five financial years (2020/21-2024/25) of the redecoration programme. The current five-year contract, ending March 2020, has to date been a success with the works being delivered within budget, to the required quality and with a high level of resident satisfaction. It is intended to procure a similar contract which will deliver cost surety and maintain the high standards set.

The outline programme, as approved at Gateway 2, for the next five years encompasses the internal redecoration of nine blocks and the external redecoration of fifteen blocks.

YEAR	Internal Redecoration	External Redecoration
2020/21	Ben Jonson House Breton House Mountjoy House	Bryer Court Bunyan Court John Trundle Court
2021/22	Andrewes House Lauderdale Tower Seddon House	Ben Jonson House Breton House Cromwell Tower Frobisher Crescent
2022/23	Shakespeare Tower Thomas More House	Lauderdale Tower Shakespeare Tower
2023/24		Andrewes House Defoe House Speed House
2024/25	Frobisher Crescent	Brandon Mews Gilbert House Willoughby House

Definition of need: The City has legal responsibilities as freeholder of the Barbican Estate to undertake maintenance to protect the assets from deterioration. A cyclical programme of works has been drawn up whereby the exterior of blocks are redecorated on a seven-year cycle, with the interiors on a ten-year cycle as dictated by recommended product lifecycles.

Key measures of success:

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

[3] Highlights

Finance:

Total anticipated cost to deliver [£]: £3,037,500 - £3,375,000
Total potential project liability (cost) [£]: £3,037,500 - £3,375,000
Total anticipated on-going commitment post-delivery [£]: N/A
Programme Affiliation [£]: N/A

[A] Budget Approved to Date*	[B] New Financial Requests	[C] New Budget Total (Post approval)
£37,500	£3,000	£40,500
[D] Previous Total Estimated Cost of Project	[E] New Total Estimated Cost of Project	[F] Variance in Total Estimated Cost of Project (since last report)
£2,600,000	£3,375,000	£775,000
[G] Spend to Date	[H] Anticipated future budget requests	
£15,000	£3,334,500	

Headline Financial changes:

Since 'Project Proposal' (G2) report:

▲ Increase from £2,600,000 to £3,375,000 due to expanded project scope.

Since 'Options Appraisal and Design' (G3-4) report:

N/A

Since 'Authority to start Work' (G5) report:

N/A

Project Status:

Overall RAG rating: Green

Previous RAG rating: Green

[4] Member Decisions and Delegated Authority

N/A

[5] Narrative and change

Date and type of last report:

Gateway 2 – Project Proposal (12 December 2018)

Key headline updates and change since last report.

The project scope has expanded to include the internal decoration of additional blocks removed from the current 5-year redecorations contract due to ongoing uncertainty regarding the need to replace internal fire doors.

Internal redecorations to the following blocks have been added to the Gateway 2 programme: Gilbert House, Willoughby House, Bunyan House, Cromwell Tower, Speed House & Defoe House. The scheduling and scope of works for all internal redecorations covered by the new 5-year programme will be confirmed once the fire-door strategy is determined.

Headline Scope/Design changes, reasons why, impact of change:**Since 'Project Proposal' (G2) report:**

The project scope has expanded to include the internal decoration of additional blocks removed from the current redecorations contract due to ongoing uncertainty regarding the need to replace internal fire doors.

Since 'Options Appraisal and Design' (G3-4 report):

N/A

Since 'Authority to Start Work' (G5) report:

N/A

Timetable and Milestones:

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

Milestones:

- | |
|---|
| 1) Gateway 3/4 approval - March 2019 |
| 2) Pre-tender S20 consultation - April/May 2019 |
| 3) Procurement - June 2019 |

Are we on track for this stage of the project against the plan/major milestones? Yes

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

Risks and Issues**Top 3 risks:**

<i>Risk description</i>	Internal redecoration programme dependent on results of fire door testing.
<i>Risk description</i>	Economic uncertainty may cause market instability and industry disruption.
<i>Risk description</i>	Leaseholder challenge to any fire door works may cause internal redecorations to be further deferred.

See 'risk register template' for full explanation.

Top 3 issues realised

<i>Issue Description</i>	Impact and action taken	<i>Realised Cost</i>

Has this project generated public or media impact and response which the City of London has needed to manage or is managing?

N/A

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PT4 - Committee Procurement Report

This document is to be used to identify the Procurement Strategy and Purchasing Routes associated with a project and only considers the option recommended on the associated Gateway report.

Introduction

City Procurement Project Reference:	16/189PS		
Project / Contract Title:	Barbican Estate Redecoration Programme 2020-25		
Project Lead & Contract Manager:	David Downing	Lead Department:	DCCS Housing & Barbican
Category Manager:	Michael Harrington	Other Contact:	n/a
Total Contract Value (excluding VAT and inc. extension options):	£2,700,000 - £3,000,000	Contract Duration (inc. extension options):	60 Months
Budget approved Capital/Revenue:	No Capital	Capital Project reference (if applicable):	04800017
Gateway Approval Process			
<ul style="list-style-type: none"> - Is this project subject to the Gateway process? Yes - If so, what was the last Gateway report, and date of approval, and what is the next Gateway report and scheduled date for recommendation for approval? Gateway 2 approved 12 December 2018, Gateway 3/4 approval anticipated March 2019. 			
Opportunity for Inter-City Collaboration (is there another site/department that could benefit from this project)?			
No			

Procurement Strategy Recommendation

City Procurement team recommended option
Option 1: Traditional – Delivery Specification – More robust specification, which can closely monitor the Suppliers delivery

Route to Market Recommendation

City Procurement team recommended option
Option 1: Sub OJEU – Open Tender – In line with our procurement code and not verging towards the works OJEU threshold

Specification and Evaluation Overview

Summary of the main requirements:	
<p>The works to be carried out under the proposed contract will be preparing existing decorated surfaces, which includes cleaning, sanding and any minor repairs that may be necessary; and then re-coating these surfaces with undercoats, paints and varnishes, as may be required, to achieve the necessary finish.</p> <p>External redecoration is currently undertaken on a seven-year cycle (as stipulated by recommended product lifecycles), with internal areas, where not subject to the same degree of environmental pressures, on a ten-year cycle.</p> <p>The outline programme for the next five years encompasses the internal redecoration of nine blocks and the external redecoration of fifteen blocks.</p>	
Technical and Pricing evaluation ratio	
60% (Technical) / 40% (Price)	
Overview of the key Evaluation areas (if known at this stage):	
<p>Establishing a rolling programme of communal redecoration and minor repair work to preserve the residential buildings of the Barbican Estate.</p> <p>Ensure resident satisfaction and safeguard the City's reputation by maintaining the Barbican Estate to the high standards required.</p> <p>Achievement of a better value contract through procuring for a 5-year term thereby delivering cost surety and minimising procurement and management costs.</p>	
Does contract delivery involve a higher than usual level of Health & Safety, Insurance, or Business risk to be allowed in the procurement strategy?	
<ul style="list-style-type: none"> • Enhanced level of health and safety because of works • GDPR will need to be met as the suppliers will be logging tenants details. 	
Are there any accompanying documents with this report? e.g. PTO/outlined project plan identifying roles and responsibilities as appropriate	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

If yes, please include information in the appendices section below.	
Will this project require the winning supplier(s) to process personal data on our behalf?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, please make sure you've defined roles and responsibilities within your project specification. For more information visit Designing Specifications under GDPR . You may include your Privacy Impact Assessment or other relevant report as an appendix to this PT form when submitting to category board (for information).	
Evaluation Panel – Please enter Names and Departments below (if known)	
Jason Hayes	DCCS Housing
Mike Saunders	DCCS Housing
David Downing	DCCS Housing
Steve Murray	DCCS Housing
Natalie Evans	City Procurement

Procurement Strategy Options This could include inter-departmental usage, external collaborative opportunities, existing contracts integrated once expired or adding it to an existing contract. Options for Make (In-house delivery) versus Buy (Outsource) decision to be considered; also indicate any discarded or radical options.

Option 1: Traditional – Delivery Specification
Advantages to this Option:
<ul style="list-style-type: none"> It identifies what is required for a supplier It requires the level of quality a supplier must adhere to when delivering. It identifies a standard of material to be used.
Disadvantages to this Option:
<ul style="list-style-type: none"> It may not cater for elements that could be unforeseen If a level of tenant interaction is required, this may reduce access to areas.
Please highlight any possible risks associated with this option: The levels of the specification maybe outside of the of the estimated budget
Option 2: Other –Outcome Specification
Advantages to this Option:
<ul style="list-style-type: none"> Leaves the supplier free to deliver the project within their capabilities, meeting the City's requests. Standard of materials are not specified, so supply issues are not affected.
Disadvantages to this Option:
<ul style="list-style-type: none"> Not specifying the standard of materials, lesser products could be used. Delivery by the supplier is not set to a standard.
Please highlight any possible risks associated with this option: A poorer standard of delivery would be provided by the supplier.

Route to Market Options: Route to market is the way in which the City will invite suppliers to bid for the procurement.

Option 1: Sub OJEU – Open Tender
Advantages to this Option:
<ul style="list-style-type: none"> Advertises via Capital eSourcing and Contracts Finder and should encourage competition in the market. Allows for a wide variety of suppliers to respond. Creates an opportunity to contract with a new supplier.
Disadvantages to this Option:
<ul style="list-style-type: none"> May result in large volumes of returns, which will need to be evaluated. Additional resources are required to process the admin both pre- and post-tender process.
Please highlight any possible risks associated with this option:
Option 2: External Framework
Advantages to this Option:
<ul style="list-style-type: none"> The Framework is focused on the spend value and location. Reduced number of suppliers.
Disadvantages to this Option:
<ul style="list-style-type: none"> Set rates could be assigned to the framework. A framework levy could be added to the final cost provided by the contractor. There are specialist requirements which mean the supplier may not be able to deliver this project.
Please highlight any possible risks associated with this option: A contractor nomination received during S20 consultation for a contractor not on the intended framework may give rise to a necessary change of strategy to OJEU where the contractor nomination must be upheld.

Price Mechanism

Option 1: Lump sum fixed price
Advantages to this Option:
<ul style="list-style-type: none"> • Gives the Client confidence in paying the one fee. • Only required to raise one PO for the programme of works. • Predictability in the price you receive and stick to overall.
Disadvantages to this Option:
<ul style="list-style-type: none"> • Increased costs from the Fixed Priced supplier to factor in for risk.
Please highlight benefits and possible risks associated with this option relative to the specifics of the project:
Does not provide a transparent mechanism for calculating cost adjustments.
Option 2: Fixed price - Schedule of Requirements
Advantages to this Option:
<ul style="list-style-type: none"> • A fixed fee for different requirements, allows us to better budget future works depending on the requirement. • The Schedule of rates is split up by size of flat and works required, allowing us better visibility on variations.
Disadvantages to this Option:
<ul style="list-style-type: none"> • Additional resources are required to measure work and certify payments • There is no real incentive for contractors to treat work with urgency as there may not be LAD's in place.
Please highlight benefits and possible risks associated with this option relative to the specifics of the project:

Form of Contract

Option 1: Col Standard amendments to JCT
Advantages to this Option:
<ul style="list-style-type: none"> • City amended terms to what is otherwise a standard industry form of contract. • City amendments balance some risk back towards the contractor • Project delivery team is familiar with managing contractors under this form of contract
Disadvantages to this Option:
<ul style="list-style-type: none"> • Does not promote collaborative working. • Not considered to be as balanced apportioning contractual risk as NEC3 •
Please highlight benefits and possible risks associated with this option relative to the specifics of the project: JCT is a more reactive form of tender
Option 2: Other CC&S standard form
Advantages to this Option:
<ul style="list-style-type: none"> • Can be signed underhand as opposed to as a deed. • Standard terms that suppliers who have worked with the City before, are used to the ways of execution.
Disadvantages to this Option:
<ul style="list-style-type: none"> • More relevant for less complex works. • Limited to contract valued up to £450k.
Please highlight benefits and possible risks associated with this option relative to the specifics of the project:
More complex works may have a higher likely hood of dispute without the dispute resolution methods in the standard JCT with City amendments.

Outline of appendices

Not applicable

Report Sign-offs

Senior Category Manager Chamberlain's Department	Michael Harrington PP. In absence of a Senior Category Manager	Date	01/02/2019
Departmental Stakeholder Department	David Downing DCCS – Housing & Barbican	Date	01/02/2019

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Committees:	Dates:
Residents' Consultation Committee Barbican Residential Committee	04/03/2019 18/03/2019
Subject: Repairs and maintenance to roofs/balconies following water penetration	Public
Report of: Director of Community and Children's Services	For Information

Summary

The purpose of this report is to update Members on the progress made by the Working Party in relation to the City of London Corporation's (the City Corporation) approach to dealing with repairs and maintenance to roofs and balconies to the residential units on the Barbican Estate.

Recommendations

The Committee is asked to note the progress made by the Working Party and the contents of this report and make any observations and comments as it sees fit.

Main Report

Background

1. At previous meetings of the Barbican Residential Committee (BRC) and the Residents' Consultation Committee (RCC), there have been discussions and questions relating to roof and balcony repairs to the various blocks on the Barbican Estate. Some of the discussion has revolved around the application and validity of the various warranties that were taken out at the time major roof or balcony replacement works were undertaken by the City of London.
2. Over a period of 10 years between 1996 and 2005, the surfaces to the flat roofs, barrel roofs and top-floor balconies to most blocks on the Barbican Estate were recovered. The scope of these works included the provision of warranties for the materials and workmanship. Such warranties typically ranged from 10 to 20 years and were largely underwritten by the manufacturer of the roofing system chosen at the time.
3. One of the key reasons for obtaining the warranties was the independent assurance they provided that the roof works were adequately designed and executed. The warranty provider would have carried out an inspection of the works upon completion before issuing the warranty.

4. A Working Party comprising officers and members of the RCC was set up to review the City Corporation's approach to dealing with repairs and maintenance to roofs and top-floor balconies to the residential units on the Barbican Estate with regard to the application of the warranties that were taken out at the time major roof or balcony replacement works were undertaken.

Considerations

5. At its meeting in December 2016, Members of the BRC and RCC received a report from the Working Party outlining its initial findings from its review into the City Corporation's approach to dealing with repairs and maintenance to roofs and top-floor balconies to the residential units on the Barbican Estate.
6. Subsequent reports have been brought back to the RCC (22/5/17 and 5/3/18) and BRC (5/6/17 and 9/3/18) setting out the progress made by the Working Party in relation to the City of London Corporation's (the City Corporation) approach to dealing with repairs and maintenance to roofs and top-floor balconies to the residential units on the Barbican Estate. In addition, verbal reports have also been given to subsequent meetings of both the RCC and the BRC.
7. Members of the BRC and the RCC have previously noted that the Working Party has been making good progress particularly in respect of the following:
 - The agreement of Langley Waterproofing Systems (LWS) to work with the City Corporation to evaluate the condition of its 14 'live' warranties on the Barbican Estate.
 - The agreement of LWS, as a gesture of goodwill, that it will continue to honour its 14 'live' warranties for the remainder of the guarantee periods subject to the following:
 - the full replacement of the failed section of the main roof at Mountjoy House to the Langley Waterproofing standard and specification;
 - the completion of all minor repair works to areas identified during the survey process and included in the report;
 - the implementation of a standard routine maintenance schedule to include the clearing of all rainwater outlets, gutters and other drainage outlets, as well as removing any vegetation, loose debris and repair of any paving slabs as required;
 - the reapplication of white solar reflective paint every 5 years to all exposed asphalt areas to protect against UV degradation.
 - The agreement of LWS, again as a gesture of goodwill, to carry out minor repair works at Ben Jonson House and Breton House, which are not covered by its own warranties, free of charge.
 - The agreement of LWS to carry out a similar evaluation on the condition of roof areas on the Barbican Estate whose warranties are guaranteed by others to give officers and Members an indication as to whether there are any issues with these roofs and expected remaining lifespans of the roofs.

This work has now been completed and a detailed survey submitted, which has been shared with Members in previous meetings. The updated survey is included at Appendix 1 to this report.

Progress

8. Since the last written updates given to the RCC and the BRC in March last year, there has been further work done and good further progress made as outlined below:
 - The full replacement of the failed section of the main roof at Mountjoy House to the Langley Waterproofing standard and specification agreement of Langley Waterproofing Systems (LWS).
 - The implementation of a routine drainage maintenance schedule to include the clearing of all rainwater outlets, gutters and other drainage outlets, as well as removing any vegetation and loose debris.
 - The introduction of a planned programme of roof inspections to ensure the LWS warranties are maintained and remain valid.
 - The completion of outstanding surveys to previously restricted areas including Brandon Mews and Lauderdale Tower.

9. The findings of the survey of Lauderdale Tower are included in the updated roof survey included at Appendix 1 to this report. Unfortunately, the survey of Brandon Mews was done much later and has not yet been included in the updated report. However, the findings from the survey are summarised below:
 - The roof terrace areas are enclosed by barrel-vaulted polycarbonate canopies.
 - Drainage is primarily provided via high-level central gutters that run the full length of the polycarbonate canopies. Secondary external perimeter gutters with external hoppers are also provided.
 - Most of the gutters have impeded drainage blocked by debris and organic growth. This has likely contributed to ongoing moisture ingress problems evident at:
 - the junctions between the top of the parapet wall and stanchions of the enclosing canopy;
 - the soffits of the primary central gutter.
 - It is recommended that the central primary/external gutters should have all debris and organic materials removed, suitably waterproofed and waterproofed with a liquid coating system.

Further Work and Wider Issues

10. It had been previously agreed with LWS, that the minor repair works to areas identified during the survey process would be completed in the Spring/Summer last year. Unfortunately, due to work commitments, LWS was unable to carry out this

work as planned. Following further discussions however, it has been agreed that LWS will carry out this work, which includes work at Ben Jonson and Breton House, starting on 20 March.

11. The LWS survey included recommendations that the barrel roofs on all the Barbican residential blocks should be cleaned, essential repairs undertaken, and the barrels then resurfaced with a liquid membrane coating to eliminate current leaks and to extend their current life expectancy. This work has now been successfully procured and work has now started on site.
12. With specific regard to Ben Jonson House, there have been ongoing problems with leaks from the balcony walkways. It has been agreed that these leaks will be dealt with on an ad-hoc basis and, subsequent areas that have been repaired appear to have successful. If, however, the problem of leaks from the balcony walkways intensifies, it may well be necessary for more extensive and intrusive remedial works to be implemented. The RCC and BRC will be advised on this in due course.
13. It is generally accepted that there is nothing more that can be done with the other warranty providers to reinstate those warranties that have not yet expired. As such, there is no alternative but to continue with the ad-hoc approach of dealing with leaks to these roofs as and when they occur. It should be noted however, that the planned programme of routine standard maintenance on the roofs, outlined above, should go some way to ensuring that problems with the roofs are kept to a minimum.
14. As has been stated in previous reports, when future major works are to be done on the Barbican, explicit consideration, with resident involvement, must be given to the question as to whether manufacturer's warranties or guarantees are a sensible investment. At the time the roof works on the Barbican were done, the warranties gave residents some assurance that the quality of the works had been independently assessed and validated. In future however, residents may wish to explore alternative methods of independently assuring the quality of the works carried out around their homes. It has been previously agreed that this task could be picked up by the Asset Maintenance Working Party.
15. Similarly, due consideration needs to be given to the most economic and efficient way to procure such large estate-wide projects in future as, from the information we have seen previously, original roof replacement costs and subsequent repairs vary widely between blocks. Similarly, this is something that the Asset Maintenance Working Party could also consider.
16. Now that we have robust information on the condition of the roofs to the residential units, it is intended that this will be used to inform the future Asset Management Strategy for the Barbican Estate. It should also be used to determine future major works programmes for the estate as well as providing a basis for sound financial planning and future works estimates.

Appendices

Appendix 1 – Langley Roof Report

Paul Murtagh

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Report Document

Project: – Barbican Estate
Non-Langley Roof Areas

Barbican Estate
City of London
EC2Y

Client:

Paul Murtagh
City of London Corporation
City of London
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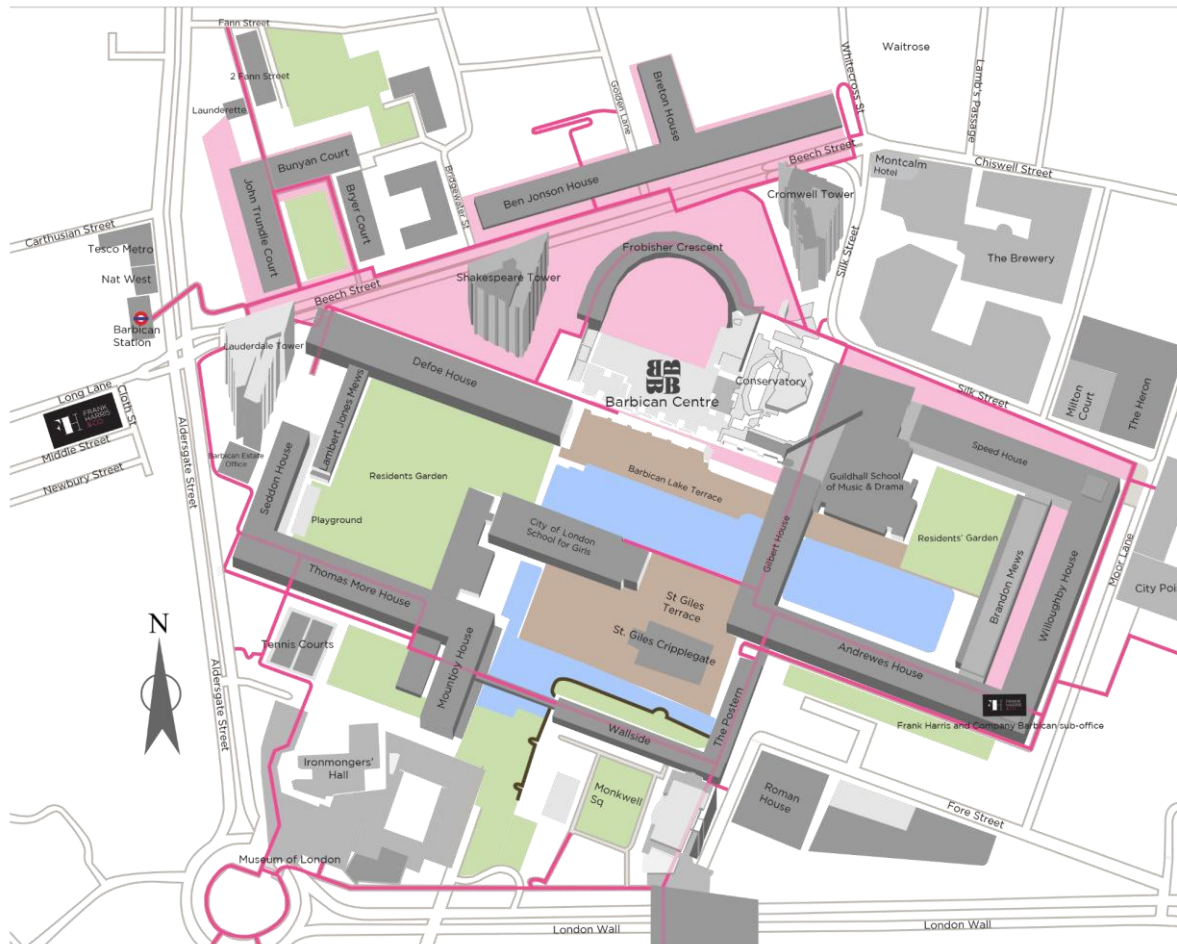


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Roof Survey Report & Recommendations

Roof areas covered by this report: as identified below.



1.0 Outline Description:

- This report has been produced for Mr Paul Murtagh of the City of London Corporation for the express use in evaluating the condition of the current waterproofing of the Non-Langley roof areas.
- The report is based upon our site inspection survey undertaken in March 2017 and should be read in conjunction with the enclosed photographs.
- All buildings are under City of London Corporation.
- Access to the roofs is via communal staircases and tank room doors.
- Weather conditions at time of survey Dry and Mild.

2.0 Scope of Report:

- Information contained within this report relates to the property as identified in the title headers of this document only.
- This report is not a structural survey.
- Any comments on roof structure or other building related issues in this report should not be taken to imply that its integrity has been assessed or deemed acceptable. A qualified party should verify any concerns relating to the integrity and/or capabilities of any part of the structure.
- Langley Waterproofing Systems Ltd reports are written on the basis that the substrates, roof deck and structure are sound and durable. We cannot accept responsibility for the consequences of the latent defects in the roof deck and structure.
- No tests were carried out to establish the presence of deleterious materials on, around or within the property. However, suspected items will be highlighted within this report that may require further investigation if noted.
- No tests were carried out to service installations.
- *General Note: "Listed Building Status" It is the responsibility of the building surveyor and/or client to ascertain the status of the building/s in question.*

3.0 Analysis:

The inspections were carried out to analyse the current condition of all roof areas currently that are non-Langley roof areas to ascertain if the specified areas were one of the following: -

- | | |
|-----------|--|
| A | In good condition and no refurbishment needed at this present time with a lifespan of 8-10 years. |
| B | In average condition with 4-5 years of lifespan. Some maintenance work required such as unblocking drainage. |
| B2 | Barrel Vault roofs only- In average condition with 3-5 years of lifespan. Some maintenance work needed such as unblocking drainage and would benefit from cleaning of waterproofing. Note: Some have been coated in what appears to be simply a coat of paint or poor quality liquid system, which would negate the original guarantee. |
| C | In poor condition with signs that the waterproofing is likely to fail within 1-2 years' lifespan. |
| D | Urgent attention needed with 0 years' lifespan and the waterproofing non-effective. |

The inspections were carried out by a member of the LWS technical team, Graham Jackson, along with an Assistant Area Manager, **Page 69**

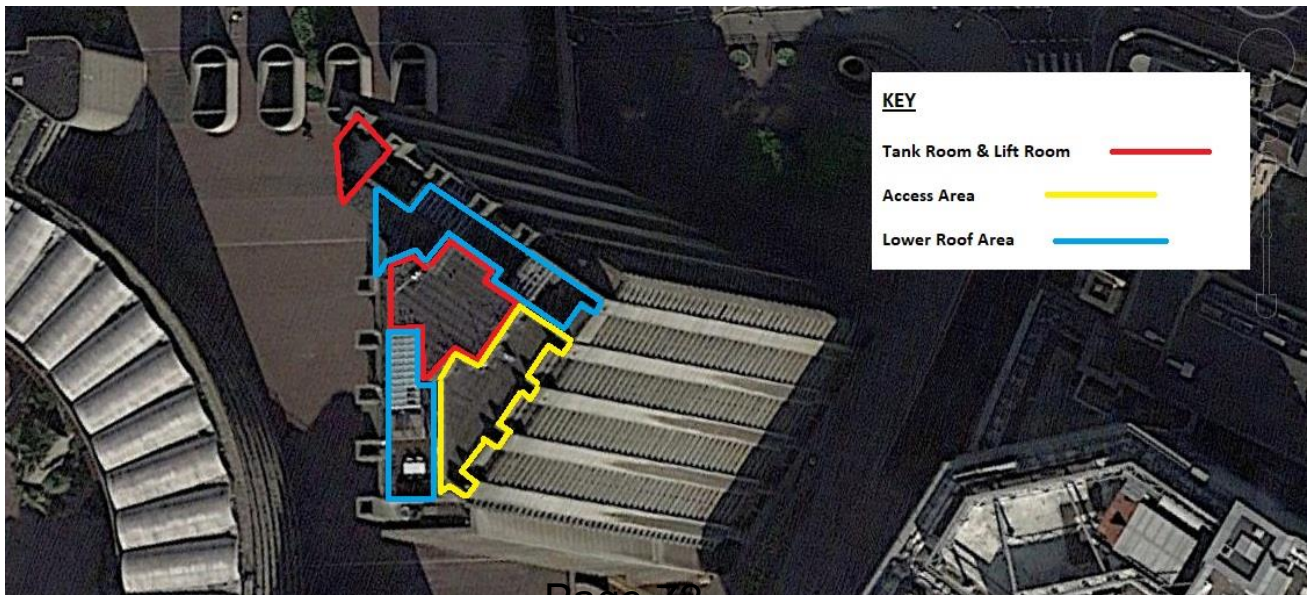
Overview of All Roof Areas inspected:-

	Area	System	Lifespan	Condition	Comments
John Trundle Court	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Bunyan Court	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Bryer Court	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Defoe House	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Ben Jonson House	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Breton House	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Seddon House	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Seddon House	Main Roof	BUR Felt	8-10 Years	A. Good	No signs of failure with good detailing – Keep the outlets clear.
Thomas More	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Mountjoy House	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Shakespeare Tower	Lower Roofs	BUR Felt	4-5 Years	B. Average	Average condition with good detailing. Boxed gutter needs to be unblocked.
	Access Area	BUR Felt	8-10 Years	A. Good	No signs of failure with good detailin, recent overlay apparent– Outlets to be cleared/ unblocked.
	Balcony Roofs	BUR Felt	4-5 Years	B. Average	Ceramic tiles over BUR felt – detailing looks good with no signs of failure – average condition.
	Link Roofs	BUR Felt	4-5 Years	B. Average	Tiny blisters, however waterproofing in average condition with good detailing.
	Tank Room	BUR Felt	2-3 Years	B. Average	Blistering and mineral migration, Apparent repairs around the perimeter.

	Area	System	Lifespan	Condition	Comments
Cromwell Tower	Lower Roofs	BUR Felt	4-5 Years	B. Average	Small amounts of mineral migration, felt waterproofing showing no signs of failure with average detailing.
	Access Area	BUR Felt	2-3 Years	C. Poor	Mineral migration, felt waterproofing showing signs of failure including blistering with average detailing.
	Balcony Roofs	Asphalt	1-2 Years	C. Poor	Poor condition with slumping in asphalt. Felt repairs have taken place and no counter flashing is present. Refurbishment needed soon.
	Link Roofs	BUR Felt	4-5 Years	B. Average	Average condition with detailing all in good condition.
	Tank Room	BUR Felt	2-3 Years	B. Average	Blistering and mineral migration, Apparent repairs around the perimeter.
Barbican Centre	Main Roof	Single Ply	1-2 Years	C. Poor	1no. repair with liquid, in overall average condition with no signs of failure. Guarantee will no longer be in force. Roof lights in OK condition.
	Lift/Stairwell Roofs	Asphalt	4-5 Years	B. Average	Average condition with vegetation growth. Some areas have been overlaid with BUR felt.
Frobisher Crescent	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Gilbert House	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
	Main Roof	BUR Felt	4-5 Years	B. Average	Average condition with good detailing. No major repairs. Small amounts of moss and lichen build up
Andrewes House	Barrel Roofs	Liquid	4-5 Years	B2. Average/ D Urgent (outlets)	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed. Reported leaking within 2no scupper outlets within one valley section, cracking de-bonding of liquid material is evident around the outlets- This will need urgent repair
	Main Roof	Asphalt	4-5 Years	B. Average/ C. Poor	Asphalt waterproofing has had repairs with felt in places. Detailing with termination bar is showing no signs of failure.
	Tank Room Roofs	Asphalt	4-5 Years	B. Average	Asphalt waterproofing in average condition with minimal slumping in areas. Metal capping all intact. Outlets to be cleaned and maintained.
	Terrace Areas	Asphalt	4-5 Years	B. Average	Hard to identify condition due to concrete paving slabs not being lifted. All details and asphalt skirtings in average condition.

Guildhall School of Music and Drama	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Willoughby House	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
	Main Roof	BUR Felt	4-5 Years	B. Average	Felt in average condition with no signs of failure or repairs. Maintain drainage and keep unblocked.
Speed House	Barrel Roofs	Liquid	4-5 Years	B2. Average	Would benefit from cleaning, and drainage to be maintained/unblocked. In areas, lightning strips need to be re-fixed.
Lambert Jones Mews	Main Roofs	Asphalt covered with block paving	4-5 Years	B. Average	Asphalt has been covered with block paving. Detailing looks in average condition with no signs of failure. Keep drainage maintained.
The Postern	Main roof	Asphalt	1-2 years	C. Poor	Moisture found within the insulation, and therefore consideration should be made for refurbishment
Wallside	Main roof	Asphalt	1-2 years	C. Poor	Roof appears to be in reasonable condition, but moisture within the insulation at the low point.
Lauderdale	Tank Room	BUR Felt	4-5 years	B. Average	In reasonable condition, and appeared to have been refurbished not too long in the past.
	Access Area	BUR Felt	2-3 years	Below Average	In fair condition, but much mineral migration and defects evident
	Lower Roof/Terrace	Partly felt	Nk		Due to inaccessible nature (private balcony) it was not possible to fully assess this roof area.

Please see aerial view below to identify roof areas on all 3 tower blocks – Lauderdale, Cromwell and Shakespeare. Cromwell Tower has been used as an example.



3.8 Photographic Record:



1.
General condition of all barrel roofs that would benefit from being cleaned.



2.
In many areas, lightning strips need to be re-fixed. This is evident on many of the Barrel roof areas.



3.
As above.



4.
Barrel roof area that has been painted/coated.



5.
Close up of the existing lead and gutter that has been painted/coated.



6.
Barrel roof drainage needs to be maintained and unblocked in places.



7.
Main roof for Cromwell and Shakespeare Tower; BUR felt in average condition and no signs of repairs or failure.



8. Overview of Cromwell and Shakespeare Tower link roofs that are in average condition.



8. Cromwell Tower balcony roof
Overview of Cromwell Tower balcony roof; in poor condition and has previous repairs.



9. Cromwell Tower balcony roof
Felt repair has started to fail leaving an aperture for potential water ingress.



10. Cromwell Tower balcony roof
Felt repair has become ruckled and blistered and liquid repairs have taken place to the concrete upstand.



11. Cromwell Tower balcony roof

Existing asphalt underneath the door threshold has started to slump.



12. Barbican Centre roof

Overview of the Barbican Centre roof.



13. Barbican Centre roof

Liquid repair indicating previous water ingress issues.



14. Barbican Centre roof

Vegetation growth on existing asphalt stairwell roof.



15. Andrewes House Barrel Roof Areas

Liquid has de-bonded from the concrete upstand with cracking also evident causing water ingress.



16.

As Above.



17.

As Above.

4: Works required

Based on the above analysis, we would therefore recommend the following works be carried out:-

All Barrel Roof Areas

Barrel roof areas are generally in average condition and have been waterproofed with a liquid material. Some barrel roofs have been re-painted/coated with others being dirty and dark in appearance. In areas, lightning strips have broken and lightning strip pads have de-bonded from the existing liquid material. Drainage is through an internal outlet or through an internal lead gutter that drains onto the main roof area.

We recommend that drainage is be maintained and kept unblocked, all lightning strips are to be re-fixed were needed. All barrel roof areas could be prepared, primed and coated with 2 additional re-enforced layers of liquid offering a 20-year guarantee.

Andrewes House Barrel Roof Area

One valley of the existing barrel roof area is leaking with reported water ingress from failed 2 no. scupper outlets through an expansion joint and down to the bottom of the building. The existing liquid waterproofing has de-bonded from the concrete upstand causing repeated leaking, with cracking of the existing liquid waterproofing also evident around both the failing scupper outlets with the metal guards currently loose and unfixed. This area will need to be repaired with a reinforced liquid system, and may require some substrate repairs also. Please note that a repair only would not carry any guarantee, and consideration should be made to upgrade the complete roofing area, depending on guarantee period remaining.

Cromwell Tower Balcony Roof

The existing roof area has been repaired with various materials such as BUR felt and liquid in different areas indicating previous water ingress issues; in places the repairs have started to fail becoming ruckled, blistered and worn. The existing asphalt has started to slump underneath the wooden door threshold.

We recommend that the repairs are to be stripped back and the existing asphalt is to be overlaid with 2 layers of bituminous elastomeric felt with counting flashing protection to the concrete upstand and door threshold.

All Roof Areas

MAINTENANCE

It is recommended that standard routine maintenance continue to include the clearing of all rainwater outlets, gutters and other drainage outlets, as well as removing any vegetation, loose debris and repair of any paving slabs as required.

In addition all asphalt areas exposed to UV degradation (i.e. not protected by Spartan tiles) should be painted with White Solar reflective paint at least every 5 years, and all areas should be ensured to be protected.

Please note that Langley Waterproofing Systems Limited does not accept any responsibility or liability for all repairs that have been carried out during the guarantee period, and have prepared this report purely on the basis of the inspection recently carried out.

Committee(s)	Dated:
Residents' Consultation Committee Barbican Residential Committee	04 March 2019 18 March 2019
Subject: Service Level Agreements Quarterly Review October – December 2018	Public
Report of: Director of Community and Children's Services	For Information

Summary

This report, which is for noting, updates Members on the review of the estate wide implementation of Service Level Agreements (SLAs) and Key Performance Measures (KPIs) for the quarter October – December 2018. This report details comments from the House Officers and the Resident Working Party and an ongoing action plan for each of the SLAs.

Recommendation

Members are asked to:

- Note the report.

Main Report

Background

1. This report covers the review of the quarter for October – December 2018 following the estate-wide implementation of the SLAs and KPIs with comments from the House Officers and the resident Working Party as well as an ongoing action plan for each of the service areas.

Current Position

2. All of the agreed six weekly block inspections have been completed in the quarter October – December.
3. House Officers, Resident Services Manager and the Head of Barbican Estates attended the recent SLA Working Party review meeting in January to review the SLAs and KPIs.
4. New comments from the residents Working Party (Randall Anderson, Jane Smith, David Graves, Robert Barker, Graham Wallace, Fred Rodgers, John Tomlinson, Christopher Makin), House Officers, surveys, House Group meetings, RCC and resident general comments/complaints are incorporated into the October – December comments.

5. Actions identified following each quarterly review have been implemented where appropriate and comments are included in the action plans in Appendices 1 to 5.
6. The KPIs are included in Appendix 6. The action plans monitor and show the progress made from each of the quarterly reviews together with all of the comments and responses/actions from the House Officers and resident working party.
7. All of the unresolved issues from the previous quarterly reviews to September 2018 have been carried forward to this current quarterly review. The House Officers as residents' champions determine whether the issue has been dealt with and completed.
8. All of the resolved issues to September 2018 have been filed as completed by the House Officers in conjunction with the resident working party. Once comments are completed, they will be removed and filed.

Proposals

9. The Barbican Estate Office will continue to action and review the comments from the House Officers and Resident Working Parties related to the Customer Care, Supervision and Management, Estate Management, Property Maintenance, Major Works and Open Spaces SLAs.
10. The review of the SLAs and KPIs for the quarter January to March will take place in April 2019 and details of this review will be presented at the June committees.

Conclusion

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

Appendices

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

Background Papers

Quarterly reports to committee from 2005

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APPENDIX 1

SERVICE LEVEL AGREEMENT REVIEW- CUSTOMER CARE, SUPERVISION AND MANAGEMENT 2018-19

	<u>Quarter</u>	<u>Source</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
241	Oct - Dec 18	HO	Positive feedback from Christmas 'mix & mingle'. BEO will hold Easter 'mix & mingle'.	For comment only	✓
237	Jul-Sept 18	HO	Residents Survey.	Update about survey results sent out on email broadcast. Communications Officer providing individual responses to residents where requested.	
236	Jul-Sept 18	HO	SLA Booklet now being reviewed on Basecamp. (following review of HIP booklet)	For comment only. A "track changes" document will be provided on Basecamp for ease. Further delays due to other priorities this Autumn & current resources.	
Page 81			Completed Actions - House Officers as residents' champions determine whether the issue has been dealt with and completed satisfactorily		
			GAG Gardens Advisory Group	PS Property Services	
			CPA Car Park Attendant	LL/SC Landlord/Service Charge cost	
			LP Lobby Porter	DCCS Department of Children & Community Services	
			BAC Barbican Centre	BOG Barbican Operational Group	
			Source of comments		
			HO House Officers	COM Complaint	
			RCC Residents Consultation Committee	SURV Survey	
			RCC ? RCC Pre Committee Question	HGM House Group Meeting	
				AGM House Group Annual General Meeting	

APPENDIX 2
SERVICE LEVEL AGREEMENT REVIEW - ESTATE MANAGEMENT 2018-19

	Quarter	Source	COMMENT/QUERY	RESPONSE/ACTION	COMPLETED
241	Oct - Dec 18	SLA	Despite the exceptionally high KPI, window cleaning still perceived to be of poor quality by some residents.	Residents to be reminded to report poor cleaning at the time so it can be remedied.	✓
240	Oct - Dec 18	HO	Recruitment for Car Park Concierge vacancies is underway.	For comment only	✓
231	Oct - Dec 18	BEO	Podium lighting (managed by Department of the Built Environment DBE).	A number of lights have been out across the podium for some time. We have been chasing and escalating the issues but DBE have been slow to act and respond. BEO will continue to monitor and escalate if need be.	
230	Oct - Dec 18	BEO	New stores. Installation well under way. Some stores now let and in use.	Over 120 stores have been secured with deposits.	
229	Oct - Dec 18	BEO	Adjustment to Window Cleaning Schedule.	Due to a review of the risk assessments, window cleaning methods for several flats have had to be changed. Affected residents have been informed.	
Page 228	Oct - Dec 18	HO	Salvage Stores - fly tipping and abandoned items.	Cleaners have had to spend a lot of time clearing this area and removing a great deal of rubbish. Reminders have been sent out about how to pass items on to the Salvage store. CCTV has now been installed.	✓
224	Jul -Sept 18	HO	Block cleaning & podium cleaning, both have improved on last quarter. However window cleaning issues have increased and the car park cleaning fell short this quarter.	Window cleaning comments are reviewed at weekly contractor meetings. Car park cleaning KPI has dropped however since some changes to the car park cleaning team the results are expected to improve in the next quarter. Significant improvement on the results in the last quarter for car park cleaning & window cleaning (Oct-Dec 18).	✓
222	Apr - Jun 18	HO	Car Park fire safety inspections.	Commenced this summer in the same way that the block fire escape/balcony inspections are carried out.	✓

APPENDIX 3

SERVICE LEVEL AGREEMENT REVIEW - PROPERTY MAINTENANCE 2018-19

	<u>Quarter</u>	<u>Source</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
216	Oct - Dec 2018	SLA	Lightbulb KPI. Are the Resident Engineers too qualified for this task. Could it be outsourced?	To be discussed with Property Services	
215	Oct - Dec 2018	SLA	New R&M contract due to commence April 2019. Resident involvement during contract mobilisation exercise required.	To advertise for resident volunteers in weekly bulletin.	✓
214	Oct - Dec 2018	HO/PS	Overdue repairs jobs are being more actively monitored with BEO and PS. Weekly meetings set up and residents being informed about proposed works by Hos.	For comment only	✓
212	Jul-Sept 18	HO and res	VFM TV and broadband service.	<p>Protocol & response times for residents presented via our bulletin will be repeated during the year. As reported previously to the RCC, the recent reported issues (Jan 19) relate to the TV services and not broadband. Officers have met with VFM and whilst they stated there are mitigating circumstances around some of the service failures, we have agreed we would monitor the level of service over 6 months before we remove it from the license and seek alternative contractors. The review is due in April.</p>	
211	Jul-Sept 18	Res complaint	Timeliness of updates to residents regarding repairs.	BEO and PS reviewing procedures for who updates resident and when, for the more difficulty/lengthy repairs.	

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APPENDIX 3
SERVICE LEVEL AGREEMENT REVIEW - PROPERTY MAINTENANCE 2018-19

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APPENDIX 4
SLA AGREEMENT REVIEW - MAJOR WORKS 2018-19

	<u>Quarter</u>	<u>Source</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
160	Oct - Dec 2018	SLA	External painting work required for most car parks.	Works have been scheduled to be complete this financial year.	
159	Oct - Dec 2018	HO/PS	Cold water storage tank project commences January 2019 to ensure we meet with standards in water hygiene.	For comment only	✓
158	Oct - Dec 2018	HO/PS	Frobisher Crescent heating and hot water system 'health checks' all completed by December 2018. Contract due to be tendered Spring 2019.	For comment only	✓
152	Jul-Sept 17	PS	Internal redecoration works for 17/18 put on hold due to the possibility of front door replacement programme related to fire safety.	Communicated to the House Group Chairs only.	

APPENDIX 5
SERVICE LEVEL AGREEMENT REVIEW - OPEN SPACES 2018-19

	<u>Quarter</u>	<u>Source</u>	<u>COMMENT/QUERY</u>	<u>RESPONSE/ACTION</u>	<u>COMPLETED</u>
183	Oct - Dec 2018	SLA	Large bags of garden waste should be removed more frequently.		
182	Oct - Dec 2018	RCC	Work to main lake.	Question raised about potential or future works to lake.	
181	Oct - Dec 2018	HO	Plant nurse area created to bring on seedlings and cutting. These can then be planted out in our gardens and on the podium. Carpark level of TM and MJ.	For comment only.	✓
180	Oct - Dec 2018	HO	Gleditsia tree was removed in the TM garden along the Defoe House border. It was leaning over the path and became unsafe.	For comment only.	✓
177	Apr - Jun 18	SLA	New garden recycling still has some issues and needs further publicity (locations, where soil can go).	BEO will feed back to the Cleansing team. Trial being reviewed in the Autumn.	
173	Jul-Sept 18	AGM	Sculpture Court planters - they are in need of repair/replacement and planting issues need to be addressed - residents comments from AGM.	Reviewed at the Frobisher Crescent Liaison Group Meeting in October - further discussions to take place with the Barbican Arts Centre.	

Appendix 6. Barbican KPIs 2018-19

Title of Indicator	TARGET 2018/19	ACTUAL 2017/18		OCT - DEC 2017	JAN - MAR 2018	APR - JUN 2018	JUL - SEPT 2018	Oct to Dec 2018	PROGRESS AGAINST TARGET	SUMMARY
Customer Care										
Answer all letters satisfactorily with a full reply within 10 working days	100%	100%		100%	100%	100%	100%	100%		39 letters received
Answer all emails to public email addresses within 1 day and a full reply to requests for information within 10 days	100%	100%		100%	100%	100%	100%	100%		94 emails received
To resolve written formal complaints satisfactorily within 14 days	100%	100%		100%	100%	100%	100%	100%		2 formal complaints received
Repairs & Maintenance										
% 'Urgent' repairs (complete within 24 hours)	95%	99.8%		99%	99%	98%	98%	97%	😊	
% 'Intermediate' repairs (complete within 3 working days)	95%	99.3%		99%	98%	98%	98%	97%	😊	
% 'Non-urgent' repairs (complete within 5 working days)	95%	99.0%		96%	99%	98%	97%	96%	😊	
% 'Low priority' repairs (complete within 20 working days)	95%	98.2%		99%	99%	99%	97%	91%	😞	HOs been scrutinising with PS & contractors this KPI.
Availability % of Barbican lifts	Tower lifts 99%	Tower lifts 99%		Tower Lifts 99.57%	Tower lifts 99.88%	99.80%	99.34%	99.42%	😊	
	Terrace lifts 99%	Terrace lifts 98.9%		Terrace Lifts 98.86%	Terrace lifts 99.10%	98.85%	99.27%	99.74%	😊	

Title of Indicator	TARGET 2018/19	ACTUAL 2017/18		OCT - DEC 2017	JAN - MAR 2018	APR - JUN 2018	JUL - SEPT 2018	Oct to Dec 2018	PROGRESS AGAINST TARGET	SUMMARY
Percentage of communal light bulbs - percentage meeting 5 working days target	90%	96%		77%	73%	88%	87%	87%	☹️	Resources in the team still limited as one officer still undergoing training.
Background heating -percentage serviced within target. Total loss 24hrs/ Partial loss 3 working days	Total 90% Partial 90%	Total 100% Partial 98.5%		Total 100% Partial %100	Total 100% Partial 96.84%	N/A	N/A	Total 100% Partial 97.87%	😊	
Communal locks & closures - percentage of repeat orders raised within 5 working days of original order	0%	0%		0%	0%	0%	0%	0%	😊	
Replacement of lift car light bulbs - percentage meeting 5 working days target	90%	100%		96%	97%	100%	100%	100%	😊	
Estate Management										
House Officer 6-weekly joint inspections with House Group representatives monitoring block cleaning - good and very good standard (& outstanding)	90%	94%		89%	83%	92%	98%	98%	😊	
House Officer 6-weekly joint inspections with House Group representatives monitoring communal window cleaning - good and very good standard	80%	92%		81%	81%	74%	70%	92%	😊	
House Officer 6-weekly joint inspections with House Group representatives monitoring podium cleaning - good and very good standard	80%	84%		57%	65%	83%	95%	98%	😊	
House Officer 6-weekly joint inspections with House Group representatives monitoring car park cleaning - good and very good	80%	89%		83%	83%	76%	68%	100%	😊	
Open Spaces										

Title of Indicator	TARGET 2018/19	ACTUAL 2017/18		OCT - DEC 2017	JAN - MAR 2018	APR - JUN 2018	JUL - SEPT 2018	Oct to Dec 2018	PROGRESS AGAINST TARGET	SUMMARY
To carry out variations/additional garden works (other than seasonal works and unless other timescale agreed) within 6 weeks (30 working days) of BEO approval	80%	100%		100%	100%	N/A	100%	100%	😊	
Major Works										
% Overall Resident satisfaction of completed Major Works Projects (£50k+)	90%	95%		Willoughby 100% Brandon Mews 75%	N/A	N/A	86% MJ 78% TMH	N/A		
Short Term Holiday Lets										
Possible STHL reported to BEO because of noise or nuisance	NA	NA		0	0	0	0	1		
STHL reported to BEO after being found on a website and being investigated	NA	NA		1	1	1	3	0		
STHL at Stage 1	NA	NA		0	1	1	2	0		
STHL at Stage 2	NA	NA		0	0	0	0	0		
Lease Enforcement cases										
Number of officer cases regarding breaches of lease (specifically installation of wooden floors/non-carpeted floors and animals)	NA	NA		NA	NA	7	0	1		
Number of cases outstanding.	NA	NA		NA	NA	NA	2	1		

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Agenda Item 13

Committee(s) Residents' Consultation Committee Barbican Residential Committee	Date(s): 04032019 18032019
Subject: Progress of Sales & Lettings	Public
Report of: Andrew Carter Director of Community and Children's Services	For Information
Report author: Anne Mason	

Summary

This report, which is for information, is to advise members of the sales and lettings that have been approved by officers since your last meeting. Approval is under delegated authority and in accordance with Standing Orders. The report also provides information on surrenders of tenancies received and the number of flat sales to date.

Recommendation:

That the report be noted.

Main Report

BACKGROUND

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

SURRENDERS/TERMINATIONS

2.

Case No	Type	Floor	Rent Per Annum	Tenancy commenced/ expired	Reason for Surrender	Date of Surrender
1	20	1	£23,550	20/02/2016 19/02/2019	Moving abroad	19/02/2019

RIGHT TO BUY SALES

3.

	5 February 2019	17 October 2018
Sales Completed	1079	1079
Total Market Value	£94,546,908.01	£94,546,908.01
Total Discount	£29,539,064.26	£29,539,064.26
NET PRICE	£65,007,843.75	£65,007,843.75

OPEN MARKET SALES

4.

	5 February 2019	17 October 2018
Sales Completed	856	856
Market Value	£154,804,271.97	£154,804,271.97

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

APPROVED SALES

8. No new sales have been approved

SALES PER BLOCK

9.

BLOCK	TOTAL NO. OF FLATS	TOTAL NO. SOLD	NET PRICE £	% NO. OF FLATS SOLD
ANDREWES HOUSE	192	184	16,648,760.00	95.83
BEN JONSON HOUSE	204	196	14,877,454.83	96.08
BRANDON MEWS	26	24	1,057,460.00	92.31
BRETON HOUSE	111	108	8,041,712.50	97.30
BRYER COURT	56	55	2,307,338.50	98.21
BUNYAN COURT	69	67	5,384,280.00	97.10
DEFOE HOUSE	178	173	17,414,782.50	97.19
GILBERT HOUSE	88	87	11,046,452.50	98.86
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	75	8,445,677.50	98.68
SPEED HOUSE	114	108	12,468,148.50	94.74
THOMAS MORE HOUSE	166	162	13,668,455.00	97.59
WILLOUGHBY HOUSE	148	146	14,337,670.50	98.65
TERRACE BLOCK TOTAL	1645 (1645)	1595 (1595)	139,991,073.33 (139,991,073.33)	96.96 (96.96)
CROMWELL TOWER	112	102	25,305,801.00	91.07
LAUDERDALE TOWER	117	114	24,553,779.63	97.44
SHAKESPEARE TOWER	116	110	27,300,415.76	94.83
TOWER BLOCK TOTAL	345 (345)	326 (326)	77,159,996.39 (77,159,996.39)	94.49 (94.49)
ESTATE TOTAL	1990 (1990)	1921 (1921)	217,151,069.72 (217,151,069.72)	96.53 (96.53)

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

Anne Mason

Revenues Manager

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Committee(s) Residents' Consultation Committee Barbican Residential Committee	Date(s): 04/03/2019 18/03/2019
Subject: Barbican Arrears	Public
Report of: Andrew Carter - Director of Community and Children's Services	For Information
Report author: Anne Mason	

Summary

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

Recommendation

Members are asked to note the report.

Main Report

Background

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

Current Position

3. Leaseholders and freeholders

	No of free/ leaseholders			
Charges raised for period	£10,339,979	2002		
Target level of net arrears	1%			
Actual level of net arrears	0.24%			
<i>Age Analysis of Debt:</i>	Dec 18	Sept 18		
Value of debts				
3 - 6 months	£ 30,299.62	52	£ 23,701.54	43
6 – 12 months	£ 15,582.34	19	£ 15,782.24	16
12 - 24 months	£ 10,564.33	8	£ 14,286.87	9
Over 24 months	£ 23,443.77	10	£ 21,724.98	9
Total arrears outstanding	£ 79,890.06		£ 75,495.63	
<i>Action taken:</i>				
Amounts subject to arrangement	£ 6,811.14	3	£ 15,735.16	6
Amounts referred to Comptroller for recovery action	£ 48,249.76	7	£ 41,773.92	8
Net debt outstanding	£ 24,829.16		£ 17,986.55	

There is a total of 67 leaseholders in arrears.

Of the amounts owing for over 12 months (£34,008.10) £32,045.64 is included in the amounts referred to C&CS, £1,162.82 is in dispute, £293.31 is subject to arrangements. The remaining £506.33 relates to 8 cases.

The net debt outstanding comprises 57 accounts including 2 cases in dispute.

4. Tenants

	No of tenants	
Charges raised for period	£1,795,441	71
Target level of net arrears	1%	
Actual level of net arrears	1.75%	
<i>Age Analysis of Debt:</i>	Dec 18	Sept 18

Value of debts				
3 - 6 months	£ 18,626.79	5	£ 13,632.13	5
6 - 12 months	£ 14,145.71	2	£ 14,453.25	2
12 - 24 months	£ 0.00	0	£ 0.00	0
debts over 24 months	£ 0.00	0	£ 0.00	0
Total arrears outstanding	£ 32,772.50		£ 28,085.38	
<i>Action taken:</i>				
Amounts subject to arrangement	£ 1,369.91	2	£ 1,148.11	2
Amounts referred to Comptroller for recovery action	£ 0.00	0	£ 0.00	0
Net debt outstanding	£ 31,402.59	0	£ 26,937.27	

There is a total of 5 tenants in arrears.

5. Former tenants' arrears

Charges raised for period to Target: as flats are surrendered infrequently the target is that action on arrears must be dealt with within 3 months	N/A	No of former tenants	1	
	Dec 18		Sept 18	
<i>Age Analysis of Debt:</i>				
Value of debts 3 - 6 months	£ 0.00	0	£ 0.00	0
Value of debts 6 - 12 months	£ 0.00	0	£ 0.00	0
debts between 12 - 24 months	£ 0.00	0	£ 0.00	0
debts over 24 months	£12,697.75	1	£12,697.75	1
Total arrears outstanding	£12,697.75		£12,697.75	
<i>Action taken:</i>				
Amounts subject to arrangement	£ 0.00		£ 0.00	
Amounts referred to Comptroller for recovery action/in dispute	£12,697.75		£12,697.75	
Awaiting write off	£ 0.00		£ 0.00	
Net debt outstanding	£ 0.00		£ 0.00	

There is 1 case in total.

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

Appendices

- Appendix 1 – Arrears Update (Non-Public)

Anne Mason

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