



## Barbican Residential Committee

**Date:** THURSDAY, 27 JANUARY 2022  
**Time:** 11.00 am  
**Venue:** INFORMAL HYBRID PUBLIC MEETING (ACCESSIBLE REMOTELY)

**Members:**

Mark Wheatley (Chairman)	Deputy Barbara Newman
Michael Hudson (Deputy Chairman)	Susan Pearson
Randall Anderson	Ruby Sayed (Ex-Officio Member)
Mark Bostock	Jeremy Simons
Deputy David Bradshaw	Deputy John Tomlinson
Mary Durcan	Dawn Wright
Jeremy Mayhew	
Andrew McMurtrie	

**Enquiries:** Julie.Mayer@cityoflondon.gov.uk

**Members of the public can observe this public meeting at the below link:**

<https://youtu.be/0v2rMfj5OVM>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

**John Barradell**  
**Town Clerk and Chief Executive**

## **AGENDA**

1. **APOLOGIES**

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

3. **MINUTES OF THE PREVIOUS MEETING**

To approve the minutes and non-public summary of the meeting held on 8<sup>th</sup> October 2021.

**For Decision**  
(Pages 7 - 16)

4. **DRAFT MINUTES FROM THE RESIDENTS' CONSULTATION COMMITTEE**

To receive the draft minutes of the meeting held on 17<sup>th</sup> January 2021.

**For Information**  
(Pages 17 - 24)

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

Members are asked to note the outstanding actions list.

**For Information**  
(Pages 25 - 26)

6. **UPDATE REPORT**

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

**For Decision**  
(Pages 27 - 34)

7. **BARBICAN AND GOLDEN LANE CONSERVATION AREA CHARACTER SUMMARY AND MANAGEMENT STRATEGY - SUPPLEMENTARY PLANNING DOCUMENTS FOR ADOPTION**

Report of the Director of the Built Environment.

*Please note: This report has a number of large appendices, which can be viewed on the webpage at: [Committee details - Barbican Estate Residents Consultation Committee - Modern Council \(cityoflondon.gov.uk\)](#)*

*They will also be circulated to Barbican RCC/BRC Members in a separate, supplementary document.*

**For Decision**  
(Pages 35 - 38)

8. **TASK AND FINISH GROUP: CONCIERGE SERVICE - ORAL UPDATE**

Assistant Director, Barbican and Property Services to be heard.

**For Information**

9. **BLAKE TOWER - ORAL UPDATE**  
Assistant Director, Barbican and Property Services to be heard.  
**For Information**
10. **FIRE SAFETY UPDATE**  
Report of the Director of Community and Children's Services.  
**For Information**  
(Pages 39 - 56)
11. **REVENUE & CAPITAL BUDGETS: LATEST APPROVED BUDGET 2021/22 AND ORIGINAL BUDGET 2022/23 (EXCLUDING DWELLINGS SERVICE CHARGE INCOME & EXPENDITURE)**  
Report of the Chamberlain and Director of Community and Children's Services.  
**For Decision**  
(Pages 57 - 68)
12. **SERVICE CHARGE EXPENDITURE & INCOME ACCOUNT: LATEST APPROVED BUDGET 2021/22 & ORIGINAL BUDGET 2022/23**  
Report of the Chamberlain and Director of Community and Children's Services.  
**For Decision**  
(Pages 69 - 76)
13. **PROGRESS OF SALES AND LETTINGS**  
Report of the Director of Community and Children's Services.  
**For Information**  
(Pages 77 - 80)
14. **REPORT OF ACTION TAKEN**  
Report of the Town Clerk.  
**For Information**  
(Pages 81 - 82)
15. **BARBICAN ARREARS UPDATE**  
Report of the Director, Community and Children's Services.  
Members are asked to note a non-public appendix at agenda item 22.  
**For Information**  
(Pages 83 - 86)
16. **BARBICAN COMMERCIAL ARREARS UPDATE**  
Report of the Director, Community and Children's Services Committee.  
Members are asked to note a non-public appendix at agenda item 23.  
**For Information**  
(Pages 87 - 90)

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

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

19. **EXCLUSION OF THE PUBLIC**

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

**For Decision**

20. **NON-PUBLIC MINUTES**

To approve the non-public minutes of the meeting held on 8<sup>th</sup> October 2021.

**For Decision**  
(Pages 91 - 94)

21. **BARBICAN ESTATE RESIDENTIAL TENANCY RENEWALS**

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

**For Decision**  
(Pages 95 - 102)

22. **BARBICAN ARREARS UPDATE - APPENDIX**

To receive a non-public appendix in respect of agenda item 15.

**For Information**  
(Pages 103 - 106)

23. **BARBICAN COMMERCIAL ARREARS - APPENDIX**

To receive a non-public appendix in respect of agenda item 16.

**For Information**  
(Pages 107 - 108)

24. **LEASE APPROVAL**

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

**For Decision**  
(Pages 109 - 112)

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

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



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## **BARBICAN RESIDENTIAL COMMITTEE (BRC)**

**Friday, 8 October 2021**

Minutes of the meeting of the Barbican Residential Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Friday, 8 October 2021 at 11.00 am

### **Present**

#### **Members:**

Mark Wheatley (Chairman)  
Michael Hudson (Deputy Chairman)  
Randall Anderson  
Mark Bostock  
Deputy David Bradshaw  
Mary Durcan  
Jeremy Mayhew  
Deputy Barbara Newman  
Susan Pearson  
Jeremy Simons  
Deputy John Tomlinson

#### **Officers:**

Paul Murtagh	- Assistant Director, Barbican and Property Services
Mark Jarvis	- Chamberlain's
Alan Bennetts	- City Solicitors
Graeme Lowe	- City Surveyors
Barry Ashton	- Community and Children's Services
Helen Davinson	- Community and Children's Services
Anne Mason	- Community and Children's Services
Becky Bello	- Community and Children's Services
Julie Mayer	- Town Clerk's

### **1. APOLOGIES**

Apologies were received from Dawn Wright and Andrew McMurtrie.

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

The following Members had general dispensations to speak but not vote on item 5 on the Agenda (the Resolution in respect of the Car Park Concierge Service):- Mary Durcan, John Tomlinson, Mark Bostock, Randall Anderson and Barbara Newman.

### **3. MINUTES**

RESOLVED, that – the public minutes and non-public summary of the meeting held on 28th June 2021 be approved, subject to correcting an error in that

David Bradshaw is the Chair of Barbican Estate Security Committee, and not the Safety Committee.

4. **MINUTES OF THE RESIDENTS' CONSULTATION COMMITTEE (RCC)**  
RESOLVED, that – the draft minutes of the RCC meeting held on 27 September 2021 be noted.

**Matters arising**

Members noted an update from the Gardens Advisory Working Party in respect of a request for an uplift to the service charges, in order to make a permanent gardener appointment.

Given that the next meeting of the Committee was not scheduled until January 2022, it was moved by David Bradshaw, seconded by Susan Pearson and

RESOLVED, That:-

Authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman of the Barbican Residential Committee (BRC), to approve the temporary uplift in the service charge (averaging less than £25 per flat, per year) being made permanent, and that this be subject to an annual review.

*NB. Members asked to be sighted on the report seeking delegated authority as part of the consultation with the Chairman and Deputy Chairman.*

5. **CAR PARK CONCIERGE SERVICE**

The Committee received a Resolution from the meeting of the RCC on 27<sup>th</sup> September in respect of the Car Park Concierge Service. Members noted that the Assistant Director and officers had been working with residents, in a Task and Finish Group, in order to seek a mutually agreeable solution in respect of the future of the concierge service in the car parks. This work had resulted in the Resolution before Members today.

The Chairman thanked the Task and Finish Group and gave an assurance that, as representatives of the City of London Corporation, Members of the BRC would do their utmost to support the services paid for by residents. Members also thanked the Chair for his considerable personal effort in this matter.

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

- a) There was some challenge of the approach taken and a perceived lack of clarity in respect of the remit of the Task and Finish Group.
- b) Whilst there had been consultation on the resolution before the Committee, this had not been the case for any alternative proposals. Achieving an acceptable solution within the next 6 months might be overambitious.

- c) There was a possibility that some leaseholders might not want to pay the additional amount and the City Solicitor's advice had been sought.
- d) The concierge parcel service was highly valued and significant in terms of bringing the service into the 21<sup>st</sup> Century. It was suggested that there might be a lack flexibility or innovation across the wider City of London Corporation in respect of savings proposals.
- e) The 12% savings target had been required to close the budget deficit, and should not have strayed into something that was service chargeable.
- f) Whilst communications had been received from less than 10% of the terrace block residents it was also suggested that, as this had been unsolicited, it was still significant.
- g) Residents do not pay for the parking service but they make a contribution. The comparison to a commercial car park had been challenged, as had the valuation of the car park.
- h) Retaining just 2 of the attendant points, with the others being automated, represented a saving to the City Fund of approximately 800k pa, and a saving to house block residents of approximately £700 pa each. Therefore, further Estate-wide consultation might present a different perspective. The Deputy Chairman proposed, and it was agreed, that an estate wide consultation should take place with residents given the cost of maintaining the Car Park Attendants/concierge service at its current level and the cost of reducing the number of Car Park Attendants/concierges to the level that would be have been adopted had the estate been constructed in the 2020s and not 1970s so residents could make an informed decision on the future level of concierge service they wished to have.
- i) An officer/resident Service Charge Working Party was looking at how service charges could be contained in the future and the outcome of this work would be reported back the RCC/BRC.

The Assistant Director advised that the Director of CCS had provided a full response to Members, in respect of the consultation process, and earlier committee reports had acknowledged that the decision would be controversial. The most recent report had been explicit in that the level of service would not be cut, despite the closure of one and a half car park offices. Members also noted that any suggestion of a reduction in management costs would be null and void, as they are fully service chargeable and would not have any impact the 12% savings target.

In concluding, the Chairman advised that there would be a public meeting with the Barbican Association on 21st October at 7.30pm, and all residents would be invited. The Chairman would address the residents to provide an update on the current position and the proposed way forward, giving assurance of a full

consultation. The invitation would be extended to BRC Members and the venue would be confirmed shortly, noting that a high attendance was expected. The Assistant Director advised that feedback from the meeting would be considered as part of the decision making process. It was also expected that the advice of the City Solicitor would have been received by then.

RESOLVED, that – the following resolution of the Barbican Residential Committee be accepted as a gesture of goodwill, noting the issues set out above, and on the understanding that legal advice would be required before any service models could be reviewed and/or proposals actioned.

NB. acceptance is not an absolute assurance of an outcome but there is a will for seeking a solution before 1 April 2022.

*The Barbican Residents' Consultation Committee note that the terrace block representatives on the Barbican Residents' Consultation Committee (RCC) have voted in favour of retaining the current number of Estate Concierges.*

*'We will support the City of London Corporation in levying a one-off surcharge on terrace block service charge payers, to cover the pro-rata share (for the remainder of the 2021/2022 financial year) of the direct costs of employment of the 6 Estate Concierge roles scheduled to be removed, pending more detailed negotiations between service charge payers and the City Corporation. These costs were estimated by the Barbican Estate Office to be approximately £232,000 per year.*

*This is being offered as a matter of goodwill and is not an acceptance that the City Corporation would be entitled to reduce services in this way, or of the calculation of the terrace block car park inputs and outputs used to arrive at service charges. If an agreement is reached with the City Corporation, service charge payers will ask for a commitment (from the City Corporation) to that agreement in writing.*

*In consideration of accepting the one-off surcharge, service charge payers would ask City Officers to work flexibly and imaginatively with the RCC to find a longer term solution to this issue, within the structure of the current lease and freehold transfers, and to assist the RCC Service Charge Working Party in finding ways to significantly reduce service charges, without materially affecting the level or quality of front line services offered by the Barbican Estate Office'.*

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

The Committee received the outstanding actions list and noted that the baggage stores were performing ahead of budget in terms of resident take-up.

RESOLVED, that – the report be noted.

**7. HOUSING NET ZERO CARBON ACTION PLAN (RE THE BARBICAN ESTATE)**

The Committee considered a report of the City Surveyor, which set out the key points and recommendations from the City of London Corporation's Housing Net Zero Carbon Action Plan. Members noted that the option recommended in the report presented the potential to save additional CO<sub>2</sub> but the position could be reviewed once detailed surveys had been completed.

During the discussion, the following points were noted:

- a) The de-carbonisation of Frobisher Crescent would be part of the recommended scenario but, due to the specialist nature of this work, it would need further investigation.
- b) The social housing decarbonisation fund is available for mixed tenure but, as it requires 70% social housing, this would exclude the Barbican. However, capital funding might be available, together with assistance for those Barbican residents on low incomes.
- c) The application for the initial round of funding does not include the Barbican Estate and the costs in the action plan might need further refinement. However, there was the potential for carbon offset funding from developers and other via private finance schemes.

In concluding, Members noted that this is a high level report and, once the action plan had been agreed, the feasibility studies would commence over the next few months and the outcomes reported to the relevant Committees.

RESOLVED, that:

- 1. The report and its contents be noted.
- 2. The recommended approach to developing priority projects be agreed.
- 3. Future projects to be taken forward will be received separately for approval via the Gateway process.

8. **2020/21 REVENUE OUTTURN (EXCLUDING THE RESIDENTIAL SERVICE CHARGE ACCOUNT)**

The Committee received a report of the Chamberlain and Director of Community and Children's Services, which compared the revenue outturn for the services overseen by the Barbican Residential Committee in 2020/21, with the final agreed budget for the year. Members noted that the accounts did not include income and expenditure in relation to dwellings service charges, which would be the subject of the next report on the agenda.

RESOLVED, that – the report be noted.

**9. SERVICE CHARGE OUTTURN 2020/21**

The Committee received a report of the Director of Community and Children's Services which provided information on residential service charge expenditure for 2020/21 and compared the outturn with the 2020/21 estimate and the 2020/21 actual expenditure.

RESOLVED, that – the report be noted.

**10. IMPLICATIONS OF THE FIRE SAFETY ACT 2021**

The Committee received a report of the Remembrancer and Director of Community and Children's Services which advised the Committee of the relevant provisions of the Fire Safety Act 2021. Members noted that the Act amended the Regulatory Reform (Fire Safety) Order 2005 and was one of several measures introduced following the 2017 Grenfell fire tragedy.

Members noted that the City Surveyor had accepted responsibility for ESW1 forms on public buildings but not for the City's housing estates, nor the Barbican. The Assistant Director would therefore be presenting a further report to the relevant committees on this matter.

RESOLVED, that – the report be noted.

**11. FIRE SAFETY ORAL UPDATE**

The Assistant Director, Barbican and Property Services was heard in respect of progress on fire safety works on the Estate and provided the following update:

- a) The Fire Signage Strategy had been finalised and the Chairs of the relevant House Groups were being consulted.
- b) The Fire Door Audit was underway, which would inform which doors would need replacement.
- c) The London Fire Brigade (LFB) were auditing all residential blocks over a certain height in London, on a quarterly basis, and the first had taken place at the end of August. With regard to the Barbican, this includes the 3 towers. This had been satisfactory and a couple of minor recommendations were being corrected. In respect of LFB access to Shakespeare Tower, it might be necessary to move the Premises Information Box.
- d) An Officer/Member Working Party had been convened to consider the initial 'Stay Put' Policy and this would be convened once the Fire Signage Strategy had been agreed.

In concluding, Members were reminded that they had agreed to receive the Arup report, once it had been finalised, but anything requiring urgent attention would be actioned immediately. However, given the depth of their local knowledge, Members asked if the respective House Groups Chairs could see the draft Arup reports, once they became available.

**12. RECOGNISED TENANTS' ASSOCIATION (RTA) AUDIT 2021**

The Committee received a report of the Town Clerk in respect of a Review of the Estate's Recognised Tenant Association. The Town Clerk reported that all of the House Groups, which applied for Recognised Tenant Association (RTA) status, had been successful in meeting the requirements for recognition.

Members noted that the 50% Membership requirement was statutory and the Deputy Chairman stressed the importance of obtaining RTA status, noting the advantages set out in the report.

RESOLVED, that – the House Groups set out in paragraph 8 of the report, together with the Barbican Association, be formally recognised as having Recognised Tenants' Association Status.

**13. SERVICE LEVEL AGREEMENT (SLA) QUARTERLY REVIEW: APRIL - JUNE 2021**

The Committee received a report of the Director of Community and Children's Services which updated Members on the review of the estate wide implementation of Service Level Agreements (SLAs) and Key Performance Measures (KPIs) for the quarter April – June 2021. The report also provided comments from the House Officers and the Resident Working Party and an ongoing action plan for each of the SLAs.

RESOLVED, that – the report be noted.

**14. PROGRESS OF SALES AND LETTINGS**

The Committee received a report of the Director of Community and Children's Services, which advised Members of the sales and lettings approved by officers since the last meeting, under delegated authority and in accordance with Standing Orders. The report also provided information on surrenders of tenancies received and the number of flat sales to date.

RESOLVED, That – the report be noted.

**15. UPDATE REPORT**

The Committee received a report of the Director of Community and Children's Services which updated Members on issues raised by the Residents' Consultation Committee and the Barbican Residential Committee at their meetings in June 2021. This report also provided updates on other issues on the Estate.

RESOLVED, that – the report be noted.

**16. BLAKE TOWER ORAL UPDATE**

The Assistant Director, Barbican and Property Services provided an update on progress with the handover of Blake Tower to the Barbican Estate Office.

The Assistant Director advised that communications with the developer had improved recently and progress was being made on Saville's survey of the communal areas, particularly in terms of compartmentation and fire safety. Work was now underway in terms of setting a date for transfer to the City Corporation. Members also noted that Blake Towers residents would receive the weekly Barbican News bulletins on request.

*At 12.45 pm and 1.10 pm Members agreed to extend the meeting to 1.30 pm in order to conclude the business on the agenda.*

**17. ARREARS UPDATE**

The Committee received a report of the Director of Community and Children's Services which provided an update on current arrears in respect of tenants and leaseholders on the Barbican Estate. Members noted a non-public appendix at agenda item 22.

RESOLVED, that – the report be noted.

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

There were no questions.

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

There were no items.

**20. EXCLUSION OF THE PUBLIC**

RESOLVED, that - under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act.

**21. NON-PUBLIC MINUTES**

RESOLVED, that – the non-public minutes of the meeting held on 28<sup>th</sup> June 2021 be approved.

**22. ARREARS (NON PUBLIC APPENDIX)**

The Committee received a non-public appendix in respect of agenda item 17.

**23. BARBICAN ESTATE RESIDENTIAL TENANCY RENEWALS**

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

**24. LEASE APPROVAL**

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

**25. GATEWAY 5 - FIRE SAFETY IMPROVEMENT WORKS - FROBISHER CRESCENT RESIDENTIAL PREMISES**

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

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

There were 3 questions whilst the public was excluded.

**27. 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.

**28. CONFIDENTIAL MINUTES**

RESOLVED, that – the confidential minutes of the meeting held on 28<sup>th</sup> June 2021 be approved.

**The meeting ended at 1.20 pm**

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Chairman

**Contact Officer = Julie.Mayer@cityoflondon.gov.uk**

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Barbican Estate Residents Consultation Committee (RCC)  
**Monday, 17 January 2022**

**Minutes of the virtual meeting held at 6.30 pm**

A recording of this meeting is available at: <https://youtu.be/gC5KiUxSf50>  
for 1 year from the date of the meeting

**Present**

<b>Members:</b>	Christopher Makin - Chair	Adam Hogg - Chair, Barbican Association
	Ted Reilly - Deputy Chair	Fiona Lean - Ben Jonson House
	Mike Cribb - Deputy Chair	Rodney Jagelman - Thomas More
	Gordon Griffiths - Bunyan Court	James Ball - Brandon Mews
	Jane Smith - Seddon House	Guy Nisbett - Speed House
	John Taysum - Bryer Court	Helen Hudson - John Trundle House
	John Tomlinson - Cromwell	Andy Hope - Breton House
	Mary Bonar - Wallside	Jim Durcan - Andrewes House
	Sandy Wilson - Shakespeare	Dave Taylor - Gilbert House
	Prof. Michael Swash - Willoughby	Sandra Jenner - Defoe House
	David Lawrence - Lauderdale	Monique Long - Mountjoy House
	Mark Bostock – Frobisher	

**In attendance:**

Susan Pearson	- Ward Member for Cripplegate
Helen Fentimen	- Ward Member for Aldersgate
Jeremy Mayhew, OBE	- Ward Member for Aldersgate

**Officers:**

Paul Murtagh	- Assistant Director, Barbican and Property Services, Community and Children's Services
Helen Davinson	- Community and Children's Services
Michael Bennett	- Community and Children's Services
Anne Mason	- Community and Children's Services
Jason Hayes	- Community and Children's Services
Mark Jarvis	- Chamberlains
Julie Mayer	- Town Clerk's

**1. APOLOGIES**

Apologies were received from the Chair and Deputy Chair of the BRC, who had prior engagements this evening and from Tim Hollaway, representative from Lambert Jones Mews.

**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 meeting held on 27<sup>th</sup> September 2021 be approved.

**Matters arising**

Members noted that, whilst the government had been somewhat overwhelmed by the number of bids in respect of funding for projects aimed at reducing our carbon footprint, there was no suggestion that its commitment had waived. There had been a delay to the decision in respect of Wave 1 Bids (Social Housing Decarbonisation Fund), from 31 December 2021 to mid-February 2022, but this would not impact on the Barbican Estate at this stage. The Assistant Director and his team continue to work with colleagues in City Surveyors to ensure that all opportunities for grant funding are considered and maximised, and the City Corporation's Climate Action Strategy continues to be implemented.

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

The Committee received the outstanding actions list and during the discussion and questions the following points were noted:

The External Wall Fire Reviews had been added to the Agenda Plan for June 2022.

The next meeting of the RCC would receive a report to the BRC setting out the City Corporation's policy in respect of EWS1 forms. Members noted that the forms are not a statutory requirement however, the Assistant Director is able to provide 'comfort letters' to mortgage providers on request.

There had been a delay to the Gateway 6 - Outcome Report on Beech Gardens Podium Resurfacing Project Phase 1. This is due, in the main, to the re-procurement of a specialist consultant to investigate and advise on the quality of the works undertaken and, the suitability and level of specification. Members were assured that the lessons learned from Phase 1 had been given due consideration in the preparatory works for Phase 2. It is hoped that the Gateway 6 – Outcome Report for Phase 1 will be ready for the next RCC and BRC Meetings. If not, there will be an interim Update Report instead. It was confirmed that, in relation to Phase 2 of the works, there have been several stakeholder meetings between officers and representatives from the relevant residential blocks.

Responsibility for the maintenance of the highwalks (beyond the residential areas) had transferred to the Barbican Estate Office a number of years ago. However, the funding that transferred with it has, over time, proved to be inadequate for the works required. This matter remains the subject of ongoing discussions with the Chamberlain. The Assistant Director agreed to check on progress with gulley cleaning on the podium and highwalks across the Estate.

5. **TASK AND FINISH GROUP CONCIERGE SERVICE - ORAL UPDATE**

The Assistant Director, Barbican and Property Services, advised that the work of the original Task and Finish Group was now complete, culminating in the resolution put forward to, and accepted by the Barbican Residential Committee (BRC) at its last meeting.

Members noted that officers were now considering various options in respect of the car park attendants, and possible alternatives in terms of achieving savings targets. This work will be subject to a full consultation with residents. The Leaseholder Service Charges Working Party (LSCWP) is seeking to identify cost savings in the provision of the car park service that does not affect the service itself. The wider remit of the LSCWP to seek reductions in service charges, without compromising services, continues.

The Director of Community and Children's Services and the Assistant Director, Barbican and Property Services, meet regularly with the Chairs of the RCC and the BA to maintain oversight. It is anticipated that the Corporation will be in a position to consult with residents on the various options around the beginning of April. The Assistant Director confirmed that Members of the RCC/BRC would be able to comment on the proposed options for consultation before they go live. Members will receive an update report on the outcome of consultations and preferred options at their next meetings in the Spring/Summer of 2022.

**6. BLAKE TOWER - ORAL UPDATE**

The Assistant Director, Barbican and Property Services advised that, despite some progress towards the end of 2021, the Corporation is still some way off taking over responsibility for the management of Blake Tower. The Assistant Director had met with some of the residents on 2 December 2021 to view some of the areas of concern. Unfortunately, the following day, on 3rd December 2021, a burst sprinkler pipe caused a serious water leak in the building. The City Solicitor has written to Redrow, setting out the concerns raised during the Assistant Director's visit, and residents' various emails, and they had since responded. Members noted that some residents had independent legal representation, and the Estate Office could not intervene in these cases. However, the City Corporation would continue to exert pressure on Redrow and, whilst not obligated to do so, had paid for the Saville's Fire Safety Survey on the block.

**7. FIRE SAFETY UPDATE**

The Committee received a report of the Director of Community and Children's Services, which provided an update to Members on the progress made in relation to fire safety matters since the last update report submitted to Committee in June 2021.

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

- The Planning Documents in respect of the signage strategy would be submitted within the next couple of weeks.
- The Fire Strategy document had been discussed at the Asset Maintenance Working Party and was ready to be shared with House Groups. The officer agreed to send this to the Chairman for onward circulation and officers were thanked for their thorough communications in this matter. The Cromwell House representative was invited to speak to the officer outside of the meeting, in respect of the design of the notices.

- The Fire Risk Assessors and Arup Survey had picked up on compromised standards of compartmentation, caused by unauthorised structural alterations. Whilst Fire Risk Assessments sometimes made generic comments, they had been considered in detail and the leaseholders affected had been contacted. Members noted that the Home Improvement Approvals process, in respect of final inspections and sign-offs, had been amended to prevent a recurrence.

RESOLVED, that – the report be noted.

**8. SERVICE CHARGE EXPENDITURE & INCOME ACCOUNT - ORIGINAL BUDGET 2021/22 & ORIGINAL BUDGET 2022/23**

The Committee received a report of the Director of Community and Children's Services and the Chamberlain, which set out the original budget for 2021/22 and 2022/23 for revenue expenditure included within the service charge in respect of dwellings.

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

1. Major works for 21/22 had been around £700k higher than expected, mainly due to asbestos remedial works and the windows replacement programme. The drainage works were itemised and referred to one block.
2. The Projects Team did not expect the water tanks replacement cost of £283k to be as high as set out in the report. Members noted that all works are itemised following surveys. The officer gave assurance of the strict governance procedures in place, across the City Corporation's Gateway Projects Procedure, to protect against variances and underspends were due to stringent budgetary controls. In the case of the water tanks, it was likely that there had been less full replacements than expected. Repair and maintenance works are often the hardest to predict but the project team look at trends over the past 5 years. Similarly, there are variations in heating costs, and these too are based on consumption over a 5 year period.
3. The windows stock condition survey had been discussed at the Asset Maintenance Working Party. The options under consideration, to support the longevity of the Estate, would run alongside the City of London Corporation's Climate Action Strategy.
4. The redecoration works had been scheduled for 2020-25 but were delayed due to the pandemic. It was unlikely that the full £142k would be spent this year and any costs incurred would be billed to leaseholders as part of the balancing adjustment in September 2023.
5. Officers agreed to investigate the asbestos repairs to the bin lockers at Bunyan Court.
6. Departmental Chief Officers are the Director of Community and Children's Services and the Assistant Director, Barbican and Property Services
7. The reference to investment properties in para 2 is an example of Central Risk budgets. This does not apply to the Barbican Estate Service Charge Account

8. A pilot for repair works was underway at Defoe House, which is expected to be more efficient in producing reports and to be potentially rolled out across the Estate. A demonstration of the pilot had been well received by the Service Level Agreement Working party.
9. The car parking reduction has been built into the 2020/21 budget estimate as part of the savings target, however, there was a perception that this could have been made clearer and was being presented as a fait accompli. Members noted the percentage charged to the service charge account in respect of car park charges amounted to 36.8% and the remainder to the car park account. The officer explained that the residential blocks are charged according to the percentages in the Lease. The total of these percentages for the original blocks amounted to 33.3% but the addition of Blake Tower and Frobisher Crescent and the loss of Milton Court led to the revised total of 36.8%.

The Chair thanked everyone for contributing to the discussion and reminded Members that the BRC will receive the minutes from this meeting, ahead of taking a decision on the report on 27<sup>th</sup> January 2022.

RESOLVED, that – the report be noted.

9. **REVENUE & CAPITAL BUDGETS - ORIGINAL BUDGET 2021/22 AND ORIGINAL 2022/23 - EXCLUDING DWELLINGS SERVICE CHARGE INCOME & EXPENDITURE**

The Committee considered a report of the Director of Community and Children's Services and the Chamberlain, which set out the annual submission of the revenue and capital budgets overseen by the Barbican Residential Committee (BRC). The report to the BRC, presented to this Committee for information, would seek approval of the provisional revenue budget for 2022/23, for subsequent submission to the Finance Committee. Details of the Committee's draft capital budget were also provided. Members noted that notional capital charges against assets are an accounting convention, but they do not affect service charges.

RESOLVED, that – the report be noted.

10. **BARBICAN AND GOLDEN LANE CONSERVATION AREA CHARACTER SUMMARY AND MANAGEMENT STRATEGY SUPPLEMENTARY PLANNING DOCUMENTS FOR THE LOCAL PLAN**

The Committee received a report of the Director of the Environment and noted that a draft Supplementary Planning Document (SPD) for the Barbican and Golden Lane Conservation Area was issued for public consultation during May, June and July 2021. In response to comments received, several amendments were proposed to the SPD, as set out in appendices B and C to this report and these would be put before the Barbican Residential Committee, Planning and Transportation Committee and the Barbican Centre Board over the next couple of weeks. Members agreed to pass this report on to the Barbican Association Planning Committee for comment, on behalf of the RCC, as they have the relevant expertise in this area. There were no further comments or questions at this meeting.

RESOLVED, that – the report be noted.

**11. PROGRESS OF SALES AND LETTINGS**

The Committee received a report of the Director of Community and Children's Services, which advised Members of the sales and lettings approved under delegated authority and in accordance with Standing Orders, since the last meeting of the Committee. The report also provided information on surrenders of tenancies received and the number of flat sales to date.

RESOLVED, that – the report be noted.

**12. WORKING PARTY UPDATES**

The Committee received updates from the following Working Parties:

a) **Gardens Advisory**

b) **Asset Maintenance**

c) **Background Underfloor Heating**

d) **Leaseholder Service Charge**

e) **Electric Vehicle**

f) **SLA** - Members noted that, following the Service Level Agreement Working Party's recent refresh of its membership and terms of reference, there wasn't a regular update report on this agenda. The officer advised that the last meeting of the Working Party, in October 2021, had discussed a variation to the Key Performance Indicators (KPI's) and the next meeting was due to consider these further, together with the Defoe House Pilot for repairs and maintenance, referred to above, and a revision of the original 'Blue' SLA handbook. The next meeting of the RCC would receive a further update.

**13. UPDATE REPORT**

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

RESOLVED, that – the report be noted.

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

There were no questions.

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

**Michael Bennett**

The Chairman and Members thanked Michael Bennett for his hard work in serving the Barbican Estate Office since 2003, and his attendance at around 100 meetings. Members agreed that Michael's diligence had shaped the Estate and overseen many positive changes.

**Canopy over Brandon Mews - The Barbican Residential Committee (BRC) are asked to note the following Resolution of the RCC, which was agreed unanimously:**

*The RCC regrets the failure of the Barbican Estate Office to undertake cleaning the canopy over Brandon Mews and would ask the BRC to investigate this matter and encourage the BEO to carry out this work promptly.*

The residents suggested that the Estate Office had used inadequate cleaning products, as one leaseholder had successfully cleaned part of it. The Assistant Director advised that, whilst it might be possible to spot clean a small part of the canopy, some 40 years of dirt and pollution has accumulated and a complete jet spray clean is likely to damage the polycarbonate materials. However, the Assistant Director welcomed the opportunity for a discussion at the BRC about a long-term maintenance plan, noting that there might be some limitations. Members also noted that the canopy was part of the Listing on the Estate.

**The meeting ended at 8.30 pm**

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Chairman

**Contact Officer:** Julie.Mayer@cityoflondon.gov.uk

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## “You Said; We Did” - Action List – January 2022

### Actions from October 2021 Barbican Residential Committee (BRC) & other outstanding issues (*updates appear in italics*)

Issue	Source	Officer
<b>Barbican Highwalks - Planned Maintenance of the Public Realm</b>		
<i>This relates to additional funding for the Walkways, for the inspection and maintenance for a number of items; i.e. smoke vents, drainage gulleys, railings, planters, benches and signage. There are currently no funds available but Officers will continue to review if there are any savings to progress any of these works.</i>	RCC March 20	Paul Murtagh
<b>Leaseholder Service Charge Working Party</b>		
The Assistant Director had been working with residents on the Working Party in respect of a detailed review of service charges; looking at efficiency savings that could protect and possibly reduce charges in the future. This would be an extensive piece of work, likely to take about six months, and the findings would be reported to both the RCC and BRC. It was stressed that any benefits from the findings of the Working Party would not become apparent until the next financial year.	BRC September 2020	Anne Mason Paul Murtagh
<b>Barbican Podium Waterproofing Beech Gardens Phase 1</b>		
<i>In respect of the Gateway 6 (Outcome/Lessons Learnt Report) for Phase 1, as there were issues outstanding with this project, officers have commissioned Sandberg to undertake a review of the project from design to completion. The new Project Team would be taking the lessons learnt into Phase 2.</i>	BRC June 2021	Paul Murtagh Mike Saunders
<i>Meetings between Officers and Sandberg are ongoing and an interim report is expected to be presented to a future Committee.</i>		
<b>Contact:</b> Michael Bennett, Head of Barbican Estates E: michael.bennett@cityoflondon.gov.uk		

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Committee:	Date(s):	Item no.
Residents' Consultation Committee	17 January 2022	Public
Barbican Residential Committee	27 January 2022	
Subject: Update Report		
Report of: Director of Community and Children's Services		For information
<div>Summary</div> <div>Barbican Estate Office</div> <div>1. Security - Anti-Social Behaviour</div> <div>2. Agenda Plan</div> <div>Property Services – see appendix 1</div> <div>3. Public lift availability</div> <div>4. Asbestos inspections</div> <div>Recommendation: that the contents of this report be noted.</div>		

## **Background**

This report updates members on issues raised by the Residents' Consultation Committee and the Barbican Residential Committee at their meetings in September/October 2021. This report also provides updates on other issues on the Estate.

### **1. Security - Anti-Social Behaviour**

The Barbican Estate Security Committee has developed an easy-to-use website programme whereby Barbican residents are able to record any type of anti-social activity/incident they witness anywhere across the estate.

The programme has been branded the 'ASB Reporter' and was launched on the 19<sup>th</sup> June 2021. The sole purpose of this website is to determine the type and frequency of anti-social behaviour (asb) occurring in the Barbican and to identify prominent locations where such activity occurs.

The data collected will provide evidence in support of increasing the level of financial

penalty resulting from a breach in the byelaws as well as identifying additional measures which may well be required to help reduce and hopefully ultimately stop asb activity in the Barbican.

The byelaws are woefully out of date with a maximum penalty charge of £20 for any breach. The recently installed, so called, Barbican Prohibition Signs graphically portray the main forms of precluded activity under the byelaws.

Since launching the ASB Reporter on the 19<sup>th</sup> June to the end of November a total of 546 incidents have been reported by Barbican residents and although the number of incidents have been less in the last 3 months – most probably as a result of the colder, darker Winter months – it is critically important for residents to continue to record any ASB incident they witness. Any resident who is non computer savvy or does not have ready access to the internet can report via their CPA or Lobby Porter all of whom have access to the ASB Reporter – [asb.barbicanassociation.co.uk](http://asb.barbicanassociation.co.uk)

Monthly summaries and full details of the reported incidents can be viewed on the BA website at [www.barbicanassociation.co.uk](http://www.barbicanassociation.co.uk) under the News section for Security & Safety.

Deputy David Bradshaw C.C.

Chair, Barbican Estate Security Committee

## 2. Agenda Plan

The table below includes a list of pending committee reports:

### Residents' Consultation Committee & Barbican Residential Committee

Report Title	Officer	RCC Meeting Date	BRC Meeting Date
"You Said; We Did" Actions (Separate list for RCC & BRC)	Michael Bennett	6 June	17 June
Service Level Agreement Review	Michael Bennett		
Car Park Charging Policy	Michael Bennett		
Fire Safety Update	Paul Murtagh		
Blake Tower - Oral Update	Paul Murtagh		
External Wall Fire Reviews for the Estate	Paul Murtagh		
Progress of Sales & Lettings	Anne Mason		
Arrears Report ( <b>BRC Only</b> )	Anne Mason		
Working Party Updates ( <b>RCC Only</b> ) <ul style="list-style-type: none"> <li>Gardens Advisory</li> <li>Asset Maintenance</li> <li>Background Underfloor Heating</li> <li>Leaseholder Service Charge</li> <li>Electric Vehicle</li> </ul>	Working Parties		
Update Report: <ul style="list-style-type: none"> <li>Main update - Agenda Plan 2022</li> <li>Property Services Update (Appendix 1)</li> </ul>	Michael Bennett		
"You Said; We Did" Actions (Separate list for RCC & BRC)	Michael Bennett	20 Sept	30 Sept
Service Level Agreement Review	Michael Bennett		
Fire Safety Update	Paul Murtagh		
Blake Tower - Oral Update	Paul Murtagh		
2021/22 Revenue Outturn (Excluding the Residential Service Charge Account)	Anne Mason/Chamberlains		

Relationship of BRC Outturn Report to Service Charge Schedules – <b>RCC Only</b>	Anne Mason		
Progress of Sales & Lettings	Anne Mason		
Arrears Report ( <b>BRC Only</b> )	Anne Mason		
Working Party Updates ( <b>RCC Only</b> ) <ul style="list-style-type: none"> <li>Gardens Advisory</li> <li>Asset Maintenance</li> <li>Background Underfloor Heating</li> <li>Leaseholder Service Charge</li> <li>Electric Vehicle</li> </ul>	Working Parties		
Update Report: <ul style="list-style-type: none"> <li>Main update - Agenda Plan 2022</li> <li>Property Services Update (Appendix 1)</li> </ul>	Michael Bennett		
“You Said; We Did” Actions (Separate list for RCC & BRC)	Michael Bennett	28 Nov	9 Dec
Service Level Agreement Review	Michael Bennett		
Fire Safety Update	Paul Murtagh		
Blake Tower - Oral Update	Paul Murtagh		
Service Charge Expenditure & Income Account - Original Budget 2022/23 & Original Budget 2023/24	Chamberlains		
Revenue & Capital Budgets – Original Budget 2022/23 and Original 2023/24 - Excluding dwellings service charge income & expenditure	Chamberlains		
Progress of Sales & Lettings	Anne Mason		
Arrears Report ( <b>BRC Only</b> )	Anne Mason		
Working Party Updates ( <b>RCC Only</b> ) <ul style="list-style-type: none"> <li>Gardens Advisory</li> <li>Asset Maintenance</li> <li>Background Underfloor Heating</li> <li>Leaseholder Service Charge</li> <li>Electric Vehicle</li> </ul>	Working Parties		
Update Report: <ul style="list-style-type: none"> <li>Main update - Agenda Plan 2023</li> <li>Property Services Update (Appendix</li> </ul>	Michael Bennett		

1)			
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**Contact:** Michael Bennett, Head of Barbican Estates  
 Tel: 020 7029 3923  
 E:mail: [barbican.estate@cityoflondon.gov.uk](mailto:barbican.estate@cityoflondon.gov.uk)

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### 3. Public Lift Availability

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

Lift	From April 2020 to March 2021	From April 2021 to September 2021
Turret (Thomas More)	99.92%	97.24%
Gilbert House	99.67%	99.80%

### 4. Asbestos Re-inspections

Programmed remedial works are complete. 2022 inspections are currently being agreed. We are currently trialling a different approach to certain types of remedial works to avoid annual encapsulation of asbestos boards.

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<b>Committee(s)</b>	<b>Dated:</b>
Barbican Estate Residents Consultation Committee	17 January 2022
Barbican Centre Board	19 January 2022
Barbican Residential Committee	27 January 2022
Planning and Transportation Committee	1 February 2022
<b>Subject:</b> Barbican and Golden Lane Conservation Area Character Summary and Management Strategy Supplementary Planning Document – for adoption	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	<b>9, 10, 12</b>
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>n/a</b>
<b>If so, how much?</b>	<b>n/a</b>
<b>What is the source of Funding?</b>	<b>n/a</b>
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	<b>n/a</b>
<b>Report of:</b> Juliemma McLoughlin, Executive Director Environment	For Decision (BRC) For Information (RCC)
<b>Report author:</b> Tom Nancollas, Environment Department	

## Summary

A draft Supplementary Planning Document (SPD) for the Barbican and Golden Lane Conservation Area was issued for public consultation during May, June and July 2021. In response to comments received, several amendments are proposed to the SPD, as set out in appendices B and C to this report.

## Recommendation(s)

Members of the **Barbican Residential Committee** are asked to:

- Agree the amendments to the Barbican and Golden Lane Conservation Area SPD as set out in appendices B and C
- Recommend that the amended Barbican and Golden Lane Conservation Area SPD (appendix D) be formally adopted by Planning and Transportation Committee.

Members of the **Planning and Transportation Committee** are asked to:

- Agree the amendments to the Barbican and Golden Lane Conservation Area SPD as set out in appendices B and C.
- Resolve to adopt the amended Barbican and Golden Lane Conservation Area SPD (appendix D).

## Main Report

### Background

1. The draft SPD sets out policies and guidance for the management of the Barbican and Golden Lane Conservation Area.
2. Section 71 (1) of the Planning (Listed Building and Conservation Areas) Act 1990 requires the local planning authority to "*formulate and publish proposals for the preservation and enhancement of any parts of their area which are Conservation Areas.*"
3. The National Planning Policy Framework 2021 (NPPF) requires local planning authorities to set out "*a positive strategy for the conservation and enjoyment of the historic environment*" (para 190).
4. The London Plan, adopted March 2021, states that boroughs "*should, in consultation with Historic England, local communities and other statutory and relevant organisations, develop evidence that demonstrates a clear understanding of London's historic environment.*" It further states that "*Development Plans and strategies should demonstrate a clear understanding of the historic environment and the heritage values of sites or areas.*"
5. The City Corporation has prepared a number of character summaries for the City's conservation areas. Character Summary and Management Strategy SPDs have been adopted for 19 conservation areas and will be prepared for the remainder.
6. The Local Development Scheme (LDS) sets out the planning policy documents to be prepared and the timetable for preparing them. The most recent update of the LDS was approved by Planning and Transportation Committee in December 2020 and includes a programme to complete Conservation Area SPDs for the remaining conservation areas which have no document and to revise and update the existing ones. These are being prepared in line with current Historic England guidance on the appraisal and management of conservation areas.
7. The City Corporation's Local Plan was adopted by Court of Common Council in January 2015. Policy CS12: 'Historic Environment' seeks to preserve and enhance the distinctive character and appearance of the City's conservation areas, while allowing sympathetic development within them. The policy seeks to safeguard the City's listed buildings and their settings, while allowing appropriate adaptation and new uses. The draft SPD is consistent with the approach outlined in the Local Plan. The City Corporation is preparing a new Local Plan, the City Plan, which will replace the 2015 Plan. The timetable for preparing and adopting the City Plan was considered at the Planning & Transportation Committee meeting on 14 December 2021. As currently drafted, the draft City Plan carries forward the approach to development within conservation areas set out in the adopted City of London Local Plan.

## **Current Position**

8. Prior to the public consultation, the draft SPD was reviewed by the Golden Lane Estate Residents Association (3 December 2020) and the following committees:
  - Barbican Residential Consultation Committee (30 November 2020)
  - Barbican Residential Committee (14 December 2020)
  - Barbican Centre Board (24 March 2021)
  - Planning and Transportation Committee (30 March 2021)
9. These committees agreed the draft text for the SPD for formal public consultation. The public consultation ran for eleven weeks, the longest consultation period yet undertaken on a conservation area SPD, from 12 May until 30 July 2021.

## **Results of the SPD consultation**

10. Comments were received from statutory consultees, residents' associations, residents and other interested parties. These were extremely helpful in enhancing the draft SPD and the majority of the proposed changes have been incorporated into the text.
11. The consultation was held for the draft Conservation Area SPD and the draft Barbican Arts Centre Listed Building Management Guidelines (LBMG). Some of the responses relate to both documents, but most concerned only the Conservation Area SPD.
12. Only the Conservation Area SPD is currently proposed for adoption. Work on the draft Arts Centre LBMG has been temporarily paused to allow for changes to the text and alignment with the forthcoming Barbican Renewal Project.
13. Before adopting an SPD, the local planning authority must prepare a consultation statement. This sets out the persons consulted during the preparation of the SPD, summarises the main issues raised and explains how these were addressed in finalising the SPD. The Consultation Statement is attached as appendix A.
14. It is recommended that amendments are made to the SPD in response to the comments, as set out in the 'Schedule of Proposed Changes' (appendix B) and the copy of the SPD with edits shown in 'track changes' in appendix C to this report.
15. Additionally, minor corrections and clarifications were made throughout the draft SPD for editorial reasons.

## **Corporate & Strategic Implications**

16. The Barbican and Golden Lane Conservation Area SPD supports the strategic aims of the Departmental Business Plan relating to the sustainable design of streets and spaces and the protection and enhancement of the City's historic

built environment. These aims are met by promoting the protection and enhancement of the Barbican and Golden Lane Conservation Area.

17. Equality Impact Assessments have been carried out for the draft SPD and no equality issues were identified (appendix E).
18. Sustainability Appraisal Screening Reports have been carried out for the draft SPD which have concluded a full Sustainability Appraisal/Strategic Environmental Assessment is not required. This has been confirmed by statutory consultees (appendix F).

### **Implications**

19. There are no financial, risk, legal, property or HR implications arising from the proposed SPD consultation and adoption process.

### **Conclusion**

20. Subject to the proposed amendments in appendices B and C, it is recommended that the amended SPD (appendix D) is adopted by resolution in accordance with statutory requirements. Under its terms of reference your committee is authorised to adopt SPDs without reference to Common Council.
21. After adoption, the SPD and an Adoption Statement will be made available in accordance with statutory requirements.

### **Appendices**

- Appendix A: Consultation Statement
- Appendix B: Schedule of Proposed Changes
- Appendix C: Barbican and Golden Lane Conservation Area SPD (track changes)
- Appendix D: Barbican and Golden Lane Conservation Area SPD (clean copy for adoption)
- Appendix E: EQIA Statement
- Appendix F: SEA Screening Statement
- Appendix G: Additional Consultation Responses

### **Report author**

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<b>Committee(s)</b>	<b>Dated:</b>
Barbican Residents Consultation Committee Barbican Residential Committee	17 January 2022 27 January 2022
<b>Subject:</b> Fire Safety Update	<b>Public</b>
<b>Report of:</b> Director of Community & Children's Services	<b>For Information</b>
<b>Report author:</b> Paul Murtagh Assistant Director Barbican & Property Services	

## Summary

The purpose of this report is to update Members on the progress that has been made in relation to fire safety matters since the last update report submitted to Committee in June 2021.

## Recommendation

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

## Main Report

### Background

1. In September 2017, a detailed report was brought to this Committee to update Members on the City of London Corporation's (the Corporation) approach to fire safety on the Barbican Estate. The report informed Members of the progress we had made with matters such as:
  - fire risk assessments,
  - communication with residents,
  - estate management,
  - fire safety maintenance and improvement work,
  - inspections by the London Fire Brigade (LFB),
  - potential future improvement works.
2. Subsequently, further update reports have been brought back to Committee on a regular basis with the last one being June 2021. This paper is intended as a further update.

## Fire Risk Assessments

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

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

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

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

- reviewed every year;
  - redone every 3 years.
6. Up until recently, the FRA's for the Barbican residential blocks had been done annually. The FRA's from January/February 2018 have again been reviewed and mandated in line with the Corporation's auditing procedures for FRA's.
  7. Clearly, simply carrying out FRA's is worthless if they are not updated regularly and the improvement work identified is not undertaken. As Members will be appreciate, a considerable amount of fire safety work has been done, is being done and is scheduled to be done to maintain the Barbican residential blocks at the required standard.
  8. Whilst, understandably, our focus has been on continuing the progress we are making on the improvements identified in the Action Plan appended to this report, we will be carrying out new Type 3 FRA's for all the Barbican residential blocks in the current financial year. Following a Corporate procurement exercise, Turner & Townsend has been appointed to undertake the next round of FRA's for both Housing and Barbican. Turner & Townsend has commenced work on our social housing estates and, it is expected that work on the Barbican Estate will commence in February/March this year.

## **Fire Doors**

9. As Members will be aware from the previous update report, random sample testing of a three front entrance door sets to individual flats in the Barbican Estate has been carried out. It should be remembered that all three door sets, when installed, complied fully with the Building Regulations that were in force at that time. However, the destructive testing showed that all three door sets tested failed to meet the modern standards for fire resistance.
10. At its meeting on 16 March 2020, Members agreed with the recommendation of officers that consideration needs to be given to replacing front door sets to all residential properties on the Barbican Estate with new modern replacements that comply with Approved Document B – Fire Safety of the Building Regulations.
11. In accordance with the expressed views of Members, Officers made a successful Capital Bid for £20million for the replacement of front door sets to all residential properties on the Barbican Estate.
12. At its meeting on 15 March 2021, Members approved a Gateway 2 Report for the Barbican Fire Door Replacement Programme, which provided for the following:
  - approval of a budget of £275,000 for internal staff costs and professional fees to reach the next Gateway;
  - noting the total estimated cost of the project at £20,000,000 (excluding risk).
  - noting the risks contained in the Risk Register.
13. Following the completion of a compliant procurement exercise, we appointed Guardian Consultancy Services Limited to carry out a full audit and survey of all the fire doors across the Barbican Estate. This will not only confirm the numbers and scope of the Barbican Fire Door Replacement Programme but, will also identify and highlight the areas of compartmentation that are associated with the fire doors. The survey will identify the various door types and risks to enable a structured and prioritised door replacement schedule to be developed, along with the brief and scope for the appointment of the Design Team.
14. The Fire Door Audit has been progressing well across the Barbican Estate and, nearly half of all blocks have been completed. The audit is expected to be completed by the end of January, with final written reports submitted by the end of February. Once the audit is complete and, all reports have been analysed, we will be able to procure and commission a Design Team for the project.

## **Communication with residents**

15. Members will recall that detailed information, in the form of 'Frequently Asked Questions' bulletins, was produced specifically for the Barbican Estate. This was distributed to all House Groups and to residents through our email broadcast service and has also been posted on the Housing Fire Safety pages on the City's website. This information is reviewed on a regular basis and is updated as the fire safety improvement works progress.

16. Except for Frobisher Crescent, which is dealt with separately in this report, there have been no new significant fire safety issues raised by residents since the last update report in June 2021. Detailed information on fire safety remains available on the Corporation's website.

## **Estate Management**

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

## **London Fire Brigade (LFB)**

18. At the time of the last update report in June last year, it was reported that the LFB was carrying out more frequent ad-hoc inspections on residential flat blocks across the City to ensure that they comply with the requirements of the Regulatory Reform (Fire Safety) Order 2005 and to ensure that appropriate FRAs are being carried out.
19. The LFB attends the Barbican Estate on a regular basis to carry out routine safety inspections, provide advice to residents and, to discuss fire safety related matters with officers. In August last year, the LFB carried out formal ad-hoc fire safety inspections on all three towers on the Barbican Estate. A few minor recommendations were made at the time of the inspections and, these were acted upon immediately. There have been no formal reports from the LFB as a result of these inspections. We understood that the LFB would carry out further inspections of the three towers every three months however, this has not happened presumably, due to resource issues and other commitments.

## **Frobisher Crescent**

20. Members will be aware from the previous Fire Safety Update Report to this Committee that following the completion of a detailed and specialist (but non-intrusive) compartmentation survey, we now had a much clearer understanding of the extent of the deficiencies with the existing compartmentation/fire stopping and consequently, the extent of the remedial work that is required.
21. Following a compliant competitive procurement exercise, a Gateway 5 'Authority to Start Work' Report was submitted to the Projects Sub Committee and the Barbican Residential Committee (BRC) in September/October last year and, the following recommendations were agreed:
- That the appointment of Guardian Consultancy Services Limited to deliver the Fire Safety Improvement Works at the Frobisher Crescent Residential Premises is approved.
  - That additional budget of £1,175,375 is approved to reach the next Gateway, subject to confirmation of funding. This comprises £1,102,875 for the tendered works contract and, £72,500 for fees and staff costs.

- Note that approval of the Resource Allocation Sub Committee is required, firstly to reallocate additional funding to cover the increased cost of this essential scheme and secondly, to draw down the full funding for its delivery.
  - Note the revised project budget of £1,202,875 (excluding risk).
  - Note the total estimated cost of the project at £1,202,875 (excluding risk).
  - Note that a costed risk allowance is not considered necessary for this project.
22. Since the submission and approval of the Gateway 5 report, approval has subsequently been granted by the Resource Allocation Sub Committee to reallocate additional funding to cover the increased cost of this essential scheme and, to draw down the full funding for its delivery.
23. Following the appointment of Guardian Consultancy Services Limited, an open hybrid 'Meet the Contractor' event was held with Frobisher Crescent residents on 6 December 2021 to discuss the scope and timing of the works and, to give residents the opportunity to meet the contractor and to ask questions about the delivery of the project. The meeting was well attended and, the level of discussion was extremely useful and informative. Residents input has been invaluable in helping identify potential further areas of investigation and, in helping clarify some areas of uncertainty in relation to the layout of services within the individual apartments.
24. With the agreement and co-operation of residents, some intrusive pilot works were carried out just before Christmas last year and, these went some way to confirming some of the assumptions made in the original compartmentation survey, as well as, identifying the need for further detailed surveys in specific locations.
25. The substantive works to the project began on 10 January this year, with further intrusive surveys and investigation works. As part of the Communications Strategy for this project, the contractor and relevant officers meet monthly with nominated representatives of Frobisher Crescent residents and, open resident meetings are being held monthly.
26. The success of this project is heavily reliant on the co-operation of Frobisher Crescent residents, as well as the collaboration and support of the Corporation's Planning and Building Control Teams. In addition, we continue to work very closely with our colleagues in the Barbican Arts Centre to ensure that all future fire safety works commissioned by the Estate Office for Frobisher Crescent and the Arts Centre are aligned.

### **Further specialist fire safety survey**

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

- Fire alarm and fire detection measures;
- Escape routes;
- Ventilation provisions.

28. This specialist survey would also satisfy some of the recommendations of the FRA's that were carried out by Frankham Risk Management Services Limited in January/February 2018 and, will help fill in some of the 'gaps' in our understanding of how the residential buildings will perform in the event of a fire.

29. At its meeting on 16 March 2020, the BRC received a report from officers seeking Member approval to a proposal from Arup, a specialist firm of engineering consultants, to carry out a detailed fire safety audit on a representative sample of four residential blocks on the Barbican Estate. The BRC subsequently approved the following:

- The direct appointment of Arup to undertake a detailed fire safety audit on a representative sample of four residential blocks on the Barbican Estate.
- That the appointment of Arup be progressed by way of an appropriate 'compliant waiver' as directed and agreed by City Procurement.
- That the full cost of the detailed fire safety audit is recoverable, by way of service charge, from all long leaseholders on the Barbican Estate.

30. Unfortunately, as reported to this Committee previously, progress with the fire safety audit has been significantly delayed by COVID-19 and associated resource issues on the part of Arup. To date however, Arup has completed its desktop analysis and site survey of Andrewes House and, a draft report has been received. Work has started on Cromwell Tower with, two further blocks, likely to be Ben Jonson and Mountjoy, to follow. Arup is expected to complete this commission by the end of March 2022.

## **Fire Safety Signage**

31. One of the key findings of the FRA's completed by Frankham Risk Management Services Limited in January/February 2018, was the need to need to update and bring up to standard the fire safety signage across all residential blocks on the Barbican Estate. The existing signage was found to be out of date, inadequate, conflicting and, in some cases, incorrect.

32. Following a compliant procurement exercise, Britannia Fire & Security Limited was appointed to carry out this work. In order to benefit from 'economies of scale', the contract for this work also included similar works across the Corporation's social housing estates, which is now complete.

33. When work began on the Barbican Estate, residents raised concerns with the replacement signage particularly, in relation to the suitability of the signs in the context of the listed status of the Barbican Estate. To address the concerns of residents, the fire signage works on the Barbican Estate were suspended.

34. Following further discussions with the Corporation's Planning Team and, a compliant procurement exercise, we appointed rePurpose Architects to develop and produce a bespoke Fire Strategy Document for the Barbican Residential Estate that would analyse the existing fire safety signage on the Estate and, set out the proposals for, and reasoning behind the new fire safety signage for the various blocks.
35. The Fire Strategy Document has been completed and submitted to colleagues in Planning for consideration. We have subsequently been advised that Listed Building Consent is required for these works due to a lack of clarity around the Estate Management Guidelines. Reform Architects has now been appointed to prepare and submit a detailed application for Listed Building Consent.
36. The Fire Strategy Document has been submitted to the LFB for comment and, the LFB has confirmed that it is "in line with the LFB's expectations". The document has recently been shared with members of the Asset Maintenance Working Group and, we will be taking into consideration any comments and observations received.

## **Appendices**

### Appendix 1 – Fire Safety Action Plan

Paul Murtagh, Assistant Director, Barbican & Property Services  
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Estates	Observation/Issues	Consideration and recommendation	Block	Risk Priority & Action completed by Date	Responsible Team	Timescale	Cost	Comments
Barbican Estate	Evidence was not available to confirm relevant electrical equipment such as communal area heating appliances; are subject to PAT.	Ensure relevant equipment is subject to a robust PAT by a competent person.	Only Tower blocks (Except Lambert Jones Mews, Postern & Wallside)	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Regular testing programme in place. Certificates filed centrally. Will be made available before commencement of future FRA's.
Barbican Estate	Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing.	Ensure a robust programme of 5 year fixed wiring testing is implemented.	All blocks and car parks	Priority-C 28 days Medium	Housing Property Services	Completed	£20,000 per annum	Detailed pre-survey completed, programme now commenced.
Barbican Estate	Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All blocks and car parks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.
Barbican Estate	<ul style="list-style-type: none"> <li>The flat entrance door is consistent with those throughout the block. It does not comply with current standards.</li> <li>It appears to be of substantial construction, without substantial rebates, smoke strips or intumescent seals, hinges x3 do not appear to be of fire resisting standard. The centre hinge appears to be of spring loaded design, to assist with door closing; however it was noted that this arrangement did not result in the door self-closing effectively.</li> </ul>	Due to the opportunity for means of escape in 2 directions; this situation is considered acceptable. Consideration should be given to upgrading/replacing doors on the means of escape routes; to current standards as part of any future refurbishment program. Consideration should be given to implementing a robust program of testing and servicing for spring loaded hinges; to ensure final exit doors close effectively.	All blocks	Priority-D 3 Months Low (Project)	Housing Property Services	31-Mar-23	£20million	Destructive testing of front entrance doors confirm that they are generally not up to modern standard. Successful capital bid made for funding to replace all doors.

Barbican Estate	It was noted that in some instances lobby doors are not provided with smoke seals. Ensure all such doors are provided with adequate protection against the spread of smoke.	Ensure all such doors are provided with adequate protection against the spread of smoke.	All blocks (Except Lambert Jones Mews & Postern )	Priority-D 3 Months Low	Housing Property Services	31-Mar-22	£70,000	Pre-survey to identify full extent of works. Included in Arup Survey. Survey underway but delayed due to Covid.
Barbican Estate	<ul style="list-style-type: none"> <li>It was noted that numerous doors to electrical intakes, service risers, plant rooms, stores and similar; within escape routes are not provided with 'fire door keep locked shut' signs.</li> <li>Lobby doors are not provided with 'fire door keep shut signs'.</li> <li>'Do not use lift in case of fire' signs are not displayed adjacent to lift enclosures.</li> </ul>	Ensure appropriate signs are displayed.	Andrew House , Ben Johnson, Brandon Mews	Priority-C 28 days Medium	Housing Property Services	31-Mar-22	£120,000	Included in Fire Signage Improvement Programme - work suspended due to further works relating to Listed Building Consent.
Barbican Estate	Fire action notices are inconsistently displayed in communal areas and the guidance is ambiguous in respect of a 'stay put' evacuation strategy.	Consideration should be given to replacing this signage with more definitive instructions; displayed in a consistent manner.	All blocks	Priority-D 3 Months Low	Housing Property Services	31-Mar-22	£120,000	Included in Fire Signage Improvement Programme - work suspended due to further works relating to Listed Building Consent.
Barbican Estate	It was noted that portable fire extinguishers are provided within communal areas. Typically fire extinguishers are not provided within this type of property as residents are unlikely to have been appropriately trained.	Consideration should be given to their removal.	All blocks and car parks	Priority-C 28 days Medium	Barbican Estate Office	Completed	N/A	Fire extinguishers in plant rooms serviced to ensure they are fit-for-purpose.

Barbican Estate	<p>As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises. The brief was to randomly sample 6 categories from a detailed list detailed above. In this instance the only records available at the Estate Office were as follows;</p> <ul style="list-style-type: none"> <li>• Whilst it is evident that Allied Protection are maintaining fire alarm systems; contractors are not updating documented records.</li> <li>• Records were not available to evidence the recently implemented program of fire door inspections.</li> <li>• Fire stopping registers are not in place; this has specific relevance in respect of PDA's &amp; EDA's.</li> <li>• Records of fire brigade operation attendances are not maintained. It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.</li> <li>• Portable firefighting equipment is out of test date; this situation is expected to be resolved in response to relevant guidance provided elsewhere in this report.</li> </ul>	It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Log Books on CoL premises are achieved.	All blocks and car parks	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Regular testing programme in place. Certificates filed centrally. Will be made available before FRA in future.
Barbican Estate	<p>The emergency services box contained;</p> <ol style="list-style-type: none"> <li>1) Estate block plan map.</li> <li>2) Useful telephone</li> </ol>	Consideration should be given to liaising with London Fire Brigade to rationalise/standardise the information	All blocks	Priority-C 28 days Medium	Barbican Estate Office	Completed	N/A	All 36 'Premises Information' boxes at the entrances to the blocks and car parks have been updated to include Estate plans, block plans, and contact numbers for the emergency services.

	numbers list. 3) Block plan.	contained within the premises information box.						
Barbican Estate	It was noted that portable fire extinguishers within communal areas and plant rooms (provided for use by competent persons) have not been subject to servicing within the past 12 months.	Subject to comments in 19.4, ensure all such equipment is robustly maintained.	All block and car parks (Except Lambert Jones Mews & Postern )	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	
Barbican Estate	<p>What appears to be a BS 5839 pt 6 category LD3 grade F fire alarm system is installed.</p> <ul style="list-style-type: none"> <li>• A means of providing detection and warning was not provided. The domestic smoke detector did not function when tested.</li> <li>• Accommodation is largely of open plan design across all levels.</li> <li>• Where provided doors to the internal escape route are unlikely to comply with current standards.</li> <li>• It should be noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may compromise the internal means of escape from their or a neighbouring dwelling.</li> <li>• What appear to be original nonfire rated room dividers are present ( <a href="#">Cromwell Tower</a> )</li> <li>• Domestic smoke detectors x2 were provided. ( <a href="#">John Trundle Court</a> )</li> <li>• A means of providing</li> </ul>	As a compensatory feature in respect of internal configuration; consideration should be given to installing/upgrading a fire alarm system to BS 5839 pt 6 category LD2 grade D.	All blocks	Priority-B 4 days High	Housing Property Services	31-Mar-22	£70,000	Pre-survey to identify full extent of works. Included in Arup Survey. Survey underway but delayed due to Covid.

	<p>detection and warning was not provided. (<a href="#">John Trundle Court</a>)</p> <ul style="list-style-type: none"> <li>• Accommodation is largely of open plan design across all levels. (<a href="#">John Trundle Court</a>)</li> <li>• Where provided doors to the internal escape route are unlikely to comply with current standards. (<a href="#">John Trundle Court</a>)</li> <li>• Alternative means of escape routes provide direct access to the communal escape balcony at both the lower level and at the upper level, to a shared enclosed balcony; from where further escape should be made via the neighbouring dwelling. (<a href="#">John Trundle Court</a>).</li> <li>• Significant structural alterations have created a largely open plan flat; with non-fire rated room dividers. (<a href="#">Lauderdale Tower</a>)</li> </ul>							
Barbican Estate	It should be noted that issues exist in respect of the ability for CoL to effectively manage residents actions; which may compromise the internal means of escape from their or a neighbouring dwelling.	CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may implications the overall fire safety of the premises.	All blocks	Priority-C 28 days Medium	Barbican Estate Office	Completed	N/A	Part of ongoing inspection regime carried out by House Officers in Barbican Estate Office.
Barbican Estate	<ul style="list-style-type: none"> <li>• Vertical service risers which serve multiple dwellings are present; residents/contractors potentially have access to these enclosures for the purposes of alterations/maintenance to services.</li> <li>• It was not possible to determine the standard of fire resistance provided between the</li> </ul>	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern. Consideration should be given to implementing a program of scheduled	Andrew House , Ben Johnson, Brandon Mews, Defoe House, Frobisher Crescent, Speed House	Priority-C 28 days Medium	Housing Property Services	31-Mar-22	£70,000	Pre-survey to identify full extent of works. Included in Arup Survey. Survey underway but delayed due to Covid.

	<p>flat and communal stair afforded by glazed partitions.</p> <ul style="list-style-type: none"> <li>It appears that flats were originally provided with a non-fire rated 'pass door' arrangement adjacent to the main entrance/exit door; in this instance this facility is still available.</li> </ul>	cleaning for communal kitchen extraction installations.						
Barbican Estate	Appropriate 'no smoking' signs are not prominently displayed within communal areas.	Ensure appropriate signs are displayed.	Brandon Mews	Priority-D 3 Months Low	Housing Property Services	Completed	N/A	
Barbican Estate	It was noted that the final exit doors to alternative MOE from rooftop plant rooms are fitted with inappropriate locking mechanisms.	It is recommended that failsafe devices; such as push paddles or similar are fitted.	Brandon Mews	Priority-E Project Planning Low	Housing Property Services	Completed		Part of maintenance programme.
Barbican Estate	<p>Where provided doors to the internal escape route do not appear to comply with current standards.</p> <ul style="list-style-type: none"> <li>A loft hatch and ladder arrangement provide internal access from 02 level the 03 level garage; where an alternative means of escape is available. It is assumed that the original design provide a permanent staircase between these levels.</li> <li>A means of providing detection and warning was not provided.</li> </ul>	As a compensatory feature in respect of internal configuration; consideration should be given to installing/upgrading a fire alarm system to BS 5839 pt 6 category LD2 grade D.	Brandon Mews	Priority-B 4 days High				
Barbican Estate	<ul style="list-style-type: none"> <li>Vertical service risers which serve 2 dwellings are present; residents/contractors potentially have access to these enclosures for the purposes of alterations/maintenance to services.</li> </ul>	Consideration should be given to the targeted inspections of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	Brandon Mews,	Priority-C 28 days Medium	Housing Property Services	Completed	£5,000	Further specialist detailed Fire Management Survey has been carried out. Several of the improvements identified in the FRA's confirmed as unnecessary and are mitigated by the design of the building. Some minor improvements required.

Barbican Estate	The inadequate provision of electrical socket outlets, within the kitchen area; encourages the potentially hazardous use of multi adapters, trailing leads and similar.	Consideration should be given to providing additional electrical socket outlets in the kitchen area.	Ben Johnson, Breton House, Bryer Court, Bunyan Court, Defoe House, Mountjoy House, & Willoughby House	Priority-C 28 days Medium	Housing Property Services	Completed	£100,000	We are only responsible for the kitchens in our rented homes. We have introduced an electrical testing programme that will pick up this improvement work.
Barbican Estate	It was noted that in some instances discarded trade materials and general waste has been allowed to accumulate in riser cupboards.	Implement robust management arrangements to ensure all such areas are maintained free from inappropriate storage.	Cromwell Tower, Lauderdale Tower & Shakespeare Tower	Priority-C 28 days Medium	Barbican Estate Office	Completed	N/A	Dealt with through inspection process carried out by Barbican Estate Office.
Barbican Estate	It was noted that in a number of instances what appears to have been unauthorised structural alterations have been undertaken by/on behalf of residents. This has resulted in compromised standards of compartmentation between individual flats and the communal risers.	Ensure appropriate remedial actions are implemented to achieve and maintain current standards.	Cromwell Tower, Lauderdale Tower & Shakespeare Tower	Priority-D 3 Months Medium	Housing Property Services	Completed	£40,000 per annum	We have appointed a Technical Surveyor to oversee the Landlord's Approval process.
Barbican Estate	Anecdotal evidence from the tenant suggested that lack of maintenance to the kitchen extraction system has previously resulted in a small fire; elsewhere on the estate.	Consideration should be given to implementing a program of scheduled cleaning for communal kitchen extraction installations.	John Trundle Court	Priority-C 28 days Medium	Housing Property Services	Completed	N/A	Inspection and maintenance programme in place.

Barbican Estate	<ul style="list-style-type: none"> <li>• The internal original configuration appears to have been of; entrance hall, kitchen, bedrooms, lounge and bathrooms.</li> <li>• Where provided doors to the internal escape route appear to comply with current standards.</li> <li>• Alternative means of escape are provided via external stairs to the communal flat roofs and a place of ultimate safety.</li> <li>• Domestic smoke detectors are provided.</li> </ul>	As a compensatory feature in respect of internal configuration; consideration should be given to installing/upgrading a fire alarm system to BS 5839 pt 6 category LD2 grade D. CoL should undertake a strategic review of management protocols regarding tenants/leaseholders actions which may have implications to the overall fire safety of the premises.	Lambert Jones Mews, Postern	Priority-D 3Months Low	Housing Property Services	Completed		Further specialist detailed Fire Management Survey is being carried out. Initial surveys suggest that many of the improvements identified in the FRA's are unnecessary and are mitigated by the design of the building. Management protocols have been reviewed and deemed satisfactory. Installation of alarm systems not deemed appropriate.
Barbican Estate	<ul style="list-style-type: none"> <li>• Visual inspection of compartmentation between neighbouring dwellings (via walls and ceilings) did not identify any obvious areas of concern.</li> <li>• Vertical service risers which serve 2 dwellings may be present; residents/contractors potentially access these enclosures for the purposes of alterations/maintenance to services.</li> </ul>	Consideration should be given to the targeted inspection of a sample of dwellings to undertake Type 4 fire risk assessments; to address specific areas of concern.	Lambert Jones Mews & Postern	Priority-D 3Months Low	Housing Property Services	31-Mar-22	£5,000	Low risk - compartmentation survey to be undertaken before the end of March 2022.
Barbican Estate	<ul style="list-style-type: none"> <li>• Alternative means of escape are provided via communal balconies</li> </ul>	Consideration should be given to upgrading/replacing doors on a single means of escape route to achieve compliance with current standards. Where the opportunity for means of escape in 2 directions is available; this situation is considered acceptable. Consideration should be given to upgrading/replacing doors on the means of	Thomas More House	Priority-C 28 days Medium	Housing Property Services	31-Mar-23	£20million	Destructive testing of front entrance doors confirm that they are generally not up to modern standard. Capital Bid made for funding to replace all doors.

		escape routes; to current						
Barbican Estate	Whilst emergency action notices were provided, it not considered that sufficient signs are displayed in prominent positions throughout the car park.	Ensure appropriate signs are displayed.	All car parks	Priority-C 28 days Medium	Housing Property Services	31-Mar-22	£120,000	Included in Fire Signage Improvement Programme - work suspended due to further works relating to Listed Building Consent.
Barbican Estate	It was noted; That fire doors to protected escape routes do not consistently display 'fire door keep shut' signage'. •Doors to plant rooms, service cupboards and similar do not consistently display 'fire door keep locked' signage.	Ensure appropriate signs are displayed.	All car parks	Priority-D 3 Months Medium	Housing Property Services	31-Mar-22	£120,000	Included in Fire Signage Improvement Programme - work suspended due to further works relating to Listed Building Consent.
Barbican Estate	Whilst adequate compensatory lighting is provided; it was not possible to determine whether adequate emergency escape lighting is provided to escape routes.	A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.	All car parks	Priority-E Project Planning Medium	Housing Property Services	Completed	N/A	Emergency lighting maintenance contract in place.

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<b>Committee(s):</b> Residents Consultation  Barbican Residential	<b>Dated:</b> 17 January 2022  27 January 2022
<b>Subject:</b> Revenue and Capital Budgets - Latest Approved Budget 2021/22 and Original 2022/23 Excluding dwellings service charge income and expenditure	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	4,12.
<b>Does this proposal require extra revenue and/or capital spending?</b>	N
<b>If so, how much?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	Y
<b>Report of:</b> The Chamberlain Director of Community & Children's Services	<b>For Decision</b>
<b>Report author:</b> Goshe Munir, Senior Accountant, Chamberlain's Department	

## Summary

This report is the annual submission of the revenue and capital budgets overseen by your committee. In particular it seeks approval to the provisional revenue budget for 2022/23, for subsequent submission to the Finance Committee. Details of the Committee's draft capital budget are also provided.

The proposed budget for 2022/23 has been prepared within the resource envelope allocated to the Director by Resource Allocation Sub Committee, including a 2% allowance for inflation offset by a 2% efficiency saving.

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

- Landlord Services

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

- Car Parking

The running expenses, capital charges, rent income and service charges relating to 1,273 car spaces of which some 904 are currently occupied.

- Baggage Stores

The running expenses, capital charges, rent income and service charges relating to 1,625 baggage stores. 1434 baggage stores are currently occupied.

- Trade Centre

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

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

Summary of Table 1	Original Budget 2021/22	Original Budget 2022/23	Movement
	£'000	£'000	£'000
Expenditure	(3,464)	(3,792)	(328)
Income	5,048	5,079	31
<b>Net Income (Local and Central Risk)</b>	<b>1,584</b>	<b>1,287</b>	<b>(297)</b>
Capital Charges and Support services	(3,956)	(3,667)	289
Total Net Income/Expenditure	<b>(2,372)</b>	<b>(2,380)</b>	<b>(8)</b>

Overall, the 2022/23 provisional net revenue expenditure budget totals £2,380,000 an increase of £8,000 compared with the Original Budget for 2021/22 of 2,372,000.

### Recommendations

The Committee is requested to:

- Review the provisional 2022/23 revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to the Finance Committee;
- Review and approve the draft capital budget;
- Authorise the Chamberlain to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews including corporate projects.

## **Main Report**

### **Introduction**

1. This report sets out the proposed revenue budget and capital budgets for 2022/23. The revenue budget management arrangements are to:
  - Provide a clear distinction between local risk, central risk and recharge budgets
  - Place responsibility for budgetary control on departmental Chief Officers
  - Apply a cash limit policy to Chief Officers' budgets
2. The budget has been analysed by service expenditure and compared with the original approved budget for the current year.

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

### **Proposed Revenue Budget for 2022/23**

3. The proposed Revenue Budget for 2022/23 is shown in Table 1 overleaf analysed between:
  - Local Risk budgets – these are budgets deemed to be largely within the Chief Officer's control.
  - Central Risk budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside of his/her control or are budgets of a corporate nature (e.g. interest on balances and rent incomes from investment properties).
  - Support Services and Capital Charges – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk.
4. The provisional 2022/23 budgets, under the control of the Director of Community & Children's Services being presented to your Committee, have been prepared in accordance with guidelines agreed by the Policy and Resources and Finance Committees. This includes a 2% efficiency saving offset by a 2% inflation allowance. The budget has been prepared within the resources allocated to the Chief Officer.

Analysis of Service Expenditure	Local or Central Risk	Actual 2020-21 £'000	Original Budget 2021-22 £'000	Latest Approved Budget 2021-22 £'000	Original Budget 2022-23 £'000	Movement OB 2021-22 to OB 2022-23 £'000	Paragraph Reference
<b>EXPENDITURE</b>							
Employees	L	(2,058)	(2,030)	(2,023)	(2,073)	(43)	6
Premises Related Expenses							Point 7 - Appendix 3
Repairs and Maintenance	L	(1,004)	(1,354)	(1,102)	(1,246)	108	
Other Premises Related Expenditure	L	(296)	(299)	(305)	(306)	(7)	
Supplies & Services	L	(1,021)	(155)	(189)	(189)	(34)	
Transport	L	(0)	(1)	(1)	(1)	0	
TOM efficiency savings of 12%.	L	0	391	0	232	(159)	8
Pension Strain	C	(84)	0	0	0	0	
Supplementary Revenue Projects	C	(6)	(16)	(190)	(209)	(193)	11
<b>Total Expenditure</b>		<b>(4,468)</b>	<b>(3,464)</b>	<b>(3,810)</b>	<b>(3,792)</b>	<b>(328)</b>	
<b>INCOME</b>							
Customer, Client Receipts (mainly rents and non-dwelling service charges)	L	5,316	4,823	4,845	4,854	31	
Charge for insurance	C	275	225	225	225	0	
Transfer from Reserves	C	0	0	0	0	0	
<b>Total Income</b>		<b>5,591</b>	<b>5,048</b>	<b>5,070</b>	<b>5,079</b>	<b>31</b>	
NET INCOME BEFORE SUPPORT SERVICES AND CAPITAL CHARGES		1,122	1,584	1,260	1,287	(297)	
<b>SUPPORT SERVICES AND CAPITAL CHARGES</b>							
Central Support Services and Capital charges		(4,798)	(4,591)	(4,467)	(4,381)	210	Point 9 - Appendix 2
Recharges within Fund & Committee		(114)	(141)	(131)	(100)	41	
Recharges to Service Charge Account		875	776	814	814	38	
<b>Total Support Services and Capital Charges</b>		<b>(4,037)</b>	<b>(3,956)</b>	<b>(3,784)</b>	<b>(3,667)</b>	<b>289</b>	
<b>TOTAL NET EXPENDITURE</b>		<b>(2,915)</b>	<b>(2,372)</b>	<b>(2,524)</b>	<b>(2,380)</b>	<b>(8)</b>	

Notes - Examples of types of service expenditure: -

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

5. Expenditure and adverse variances are presented in brackets. An analysis of this Revenue Expenditure by Service Managed is provided in Appendix 1. Only significant variances (generally those greater than £100,000) have been commented on in the following paragraphs.
6. Employee costs have increased by £43k in cost as a result of the increase in the employers national insurance charge, the pay award for staff on Grades A-C and increases in increments for existing staff.

Table 2 - Manpower statement	Original Budget		Original Budget	
	2021/22		2022/23	
Non-Service Charge Staffing	Manpower Full-time equivalent	Estimated cost £000	Manpower Full-time equivalent	Estimated cost £000
Total	33	(2,030)	33	(2,073)

7. Repairs and maintenance costs are expected to be £108,000 lower due to less provisions for breakdown maintenance in 2022/23 as set in the detailed analysis of Repairs and Maintenance costs provided in Appendix 3.
8. The £232k Target Operating Model (TOM) savings related to proposed reductions in costs to the Car Park Account included in the budget for 2022-23 which are yet to be finalised and agreed.
9. A detailed breakdown of the movement on Central Support Services and Capital Charges is presented in Appendix 2.

### **Potential Further Budget Developments**

10. The provisional nature of the 2022/23 revenue budget recognises that further revisions may be required.

### **Draft Capital and Supplementary Revenue Budgets**

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

### **Draft Supplementary Revenue Budgets**

Service	Project	Exp. Pre 01/04/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Later Years £'000	Total £'000
	<b><u>Pre-Implementation</u></b>						
Landlord	Fire Door Replacement Programme		90	185	-	-	275
	<b><u>Authority to start work</u></b>						
Landlord	Beech Garden Podium Waterproofing	4,448	86	-	-	-	4,534
	<b><u>Disposal Costs</u></b>						
Landlord	Barbican Turret	147	14	24	-	-	185
<b>TOTAL BARBICAN RESIDENTIAL (Landlord)</b>		<b>4,595</b>	<b>190</b>	<b>209</b>	<b>-</b>	<b>-</b>	<b>4,994</b>

### **Draft Capital Budgets**

Service	Project	Exp. Pre 01/04/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Later Years £'000	Total £'000
	<b><u>Authority to start work</u></b>						
Landlord	Frobisher Crescent Fire Safety Improvement Works	-	479	696	-	-	1,175
Landlord	Contractor Office Conversion Andrewes House	298	4	-	-	-	302
<b>TOTAL BARBICAN RESIDENTIAL (Landlord)</b>		<b>298</b>	<b>483</b>	<b>696</b>	<b>-</b>	<b>-</b>	<b>1,477</b>

12. Pre-implementation costs comprise feasibility and options appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work.

13. The latest Capital and Supplementary Revenue Project forecast expenditure on approved schemes will be presented to the Court of Common Council for formal approval in March 2022.

### **Appendices**

Appendix 1: Revenue Expenditure by Service Managed

Appendix 2: Support Service and Capital Charges from/to Barbican Residential Committee

Appendix 3: Analysis of Repairs, Maintenance and Minor Improvements

Appendix 4: Original Budget 2021/22 to Latest Approved Budget

**Caroline Al-Beyerty**  
**Chamberlain**

**Andrew Carter**  
**Director of Community & Children's Services**

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## APPENDIX 1

Analysis by Service Managed	Actual 2020-21 £'000	Original Budget 2021-22 £'000	Latest Approved 2021-22 Budget £'000	Original Budget 2022-23 £'000	Movement 2021-2022 to 2022-23 £'000
<b>CITY FUND</b>					
Supervision & Management (fully recharged)	0	0	0	0	0
Landlord Services	(2,492)	(2,728)	(2,936)	(2,842)	(273)
Car Parking	(339)	(155)	(206)	(388)	(233)
Baggage Stores	75	0	107	107	107
Trade Centre	(152)	512	512	512	0
Other Non-Housing	(7)	(1)	(1)	(1)	0
TOM efficiency savings of 12%.	0	0	0	232	391
<b>TOTAL</b>	<b>(2,915)</b>	<b>(2,372)</b>	<b>(2,524)</b>	<b>(2,380)</b>	<b>(8)</b>

\*Note that the Baggage Stores within the car parks are included in the Car Park Account.

### Supervision and Management – General

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

### Landlord Services

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

### Car Parking

The running expenses, capital charges, rent income and service charges relating to 1,273 car spaces of which some 904 are occupied including 267 bays held on long licences. Long Licensees pay a service charge in respect of the services provided to all car parks. The income and expenses for the stores located within the car parks are also included in the car park account.

### **Baggage Stores**

The running expenses, capital charges, rent income and service charges relating to 1,050 baggage stores located in the residential blocks.

### **Trade Centre**

This is a commercial area of some 117,000 square feet bounded broadly by Beech Street, Aldersgate Street, Finn Street and Bridgewater Square. Capital charges are the main item of expense, although some premises and supervision and management costs are incurred. Income comprises rent and charges for services including Nuffield Health, GSMD Practice room, Laundrette, Parking Services and Creche.

## APPENDIX 2

Support Service and Capital Charges from/to Barbican Residential Committee	Actual 2020/21 £'000	Original Budget 2021/22 £'000	Latest Approved Budget 2021/22 £'000	Original Budget 2022/23 £'000
<b>Support Service and Capital Charges</b>				
Insurance	(313)	(301)	(301)	(301)
IS Recharges	(237)	(162)	(187)	(143)
Capital Charges	(3,675)	(3,647)	(3,459)	(3,459)
Chamberlain	(398)	(335)	(353)	(319)
Comptroller and City Solicitor	(25)	(16)	(18)	(17)
Town Clerk	(137)	(119)	(137)	(129)
City Surveyor	(1)	(1)	0	(0)
Other Services	(11)	(12)	(12)	(11)
<b>Total Support Services and Capital Charges</b>	<b>(4,797)</b>	<b>(4,591)</b>	<b>(4,467)</b>	<b>(4,381)</b>
<b>Recharges Within Funds</b>				
Corporate and Democratic Core - Finance Committee	50	50	50	50
HRA	8	4	4	4
Community and Children's Services Committee	(172)	(195)	(185)	(154)
<b>Service Charge Account</b>	<b>875</b>	<b>776</b>	<b>814</b>	<b>814</b>
<b>TOTAL SUPPORT SERVICE AND CAPITAL Charges</b>	<b>(4,037)</b>	<b>(3,956)</b>	<b>(3,784)</b>	<b>(3,667)</b>

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

# APPENDIX 3

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

	Original Budget 2021/22  £'000	Latest Approved Budget 2021/22  £'000	Original Budget 2022/23  £'000	
<b><u>Supervision &amp; Management Holding Account</u></b>				
Estate Office - Breakdown Maintenance	(11)	(11)	(11)	E
<b>Total Supervision &amp; Management Holding Account</b>	<b>(11)</b>	<b>(11)</b>	<b>(11)</b>	
<b><u>Services and Repairs - Landlords</u></b>				
Breakdown Maintenance	(740)	(480)	(690)	E
Drains	(97)	(110)	(110)	
Insurance Works	(35)	(35)	(35)	
Dilapidations	(15)	(15)	(15)	
Lift contract servicing	(7)	(7)	(7)	
Asbestos data	(6)	(6)	(6)	
Redecorations Works	(35)	(5)	(35)	A
<b>Total Services and Repairs - Landlords</b>	<b>(935)</b>	<b>(658)</b>	<b>(898)</b>	
<b><u>Car Parking</u></b>				
Breakdown Maintenance - Building	(365)	(390)	(294)	E
Safety Security	(2)	(2)	(2)	
<b>Total Car Parking</b>	<b>(367)</b>	<b>(392)</b>	<b>(296)</b>	
<b><u>Stores</u></b>				
Breakdown Maintenance	(9)	(9)	(9)	E
<b>Total Stores</b>	<b>(9)</b>	<b>(9)</b>	<b>(9)</b>	
<b><u>Trade Centre</u></b>				
Breakdown Maintenance	(32)	(32)	(32)	E
<b>Total Trade Centre</b>	<b>(32)</b>	<b>(32)</b>	<b>(32)</b>	
<b><u>Other Non-Housing</u></b>				
Breakdown Maintenance	0	0	0	E
<b>Total Other Non-Housing</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL</b>	<b>(1,354)</b>	<b>(1,102)</b>	<b>(1,246)</b>	

E = ESSENTIAL

A = ADVISABLE

D = DESIRABLE

## Appendix 4

<b>Original Budget 2021/22 to Latest Approved Budget</b>	<b>£'000</b>
Original Budget Net Income	(2,372)
Pay Award (Grades A-C)	(19)
Carry Forwards agreed	(129)
Other movements	(4)
<b>Latest Approved Budget</b>	<b>(2,524)</b>

<b>Committee(s):</b> Residents Consultation  Barbican Residential	<b>Dated:</b> 17 January 2022  27 January 2022
<b>Subject:</b> Service Charge Expenditure and Income Account - Latest Approved Budget 2021/22 and Original Budget 2022/23	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	4,12.
<b>Does this proposal require extra revenue and/or capital spending?</b>	N
<b>If so, how much?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	Y
<b>Report of:</b> The Chamberlain Director of Community & Children's Services	<b>For information (RCC) For Decision (BRC)</b>
<b>Report author:</b> Goshe Munir, Senior Accountant, Chamberlain's Department	

## Summary

This report sets out the original budget for 2021/22 and 2022/23 for revenue expenditure included within the service charge in respect of dwellings. This does not include any expenditure or income pertaining to car parking or stores. The amount charged to individual lessees will depend on the percentages set out in their lease.

The original budget for 2022/23 total expenditure including net recharges is £11,347,000 compared to the 2021/22 original approved budget of £10,019,000 an increase of £1,328,000, mainly related to higher expected redecoration and repair costs and forecast higher energy bills.

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

<b>Summary Of Table 1</b>	<b>Original Budget 2021/22 £'000</b>	<b>Original Budget 2022/23 £'000</b>	<b>Movement £'000</b>
Expenditure	(8,688)	(10,016)	(1,328)
Recharges	(1,331)	(1,331)	0
Income	10,019	11,347	1,328
Total Net Expenditure	0	0	0

## **Recommendations**

The Committee is requested to:

- Review the provisional 2022/23 net £Nil revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to the Finance Committee.
- Authorise the Chamberlain to revise these budgets to allow for further implications arising from departmental reorganisations and other reviews, and corporate projects.

## **Main Report**

### **Introduction**

1. This report sets out the proposed revenue budget for 2022/23. The revenue budget management arrangements are to:
  - Place responsibility for budgetary control on departmental Chief Officers
  - Apply a cash limit policy to Chief Officers' budgets
2. The budget has been analysed by service expenditure and compared with the latest approved budget for the current year.

### **Proposed Revenue Budget for 2022/23**

The proposed Revenue Budget for 2022/23 is shown in table 1 overleaf.

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

<b>Table 1 - Analysis of Service Expenditure</b>	Local, Central Risk or Recharges	Actual 2020-21 £'000	Original Budget 2021-22 £'000	Latest Approved Budget 2021-22 £'000	Original Budget 2022-23 £'000	Movement 2020-21 to 2021-22 £'000	Paragraph Reference
Expenditure							
Employees	L	(2,674)	(2,608)	(2,663)	(2,851)	(243)	3
Premises Related Expenses							
Repairs and Maintenance	L	(2,219)	(2,234)	(2,744)	(2,474)	(240)	4
Supplementary Revenue Projects	C	(91)	(610)	(418)	(1,108)	(498)	5
Energy Costs	L	(2,656)	(2,580)	(2,839)	(2,867)	(287)	6
Rents	L	(140)	(143)	(135)	(138)	5	
Rates	L	(17)	(19)	(20)	(20)	(1)	
Water Services	L	0	(3)	(3)	(3)	0	
Cleaning and Domestic Supplies	L	(207)	(246)	(264)	(267)	(21)	7
Grounds Maintenance	L	(172)	(130)	(180)	(180)	(50)	8
Supplies and Services							
Equipment, Furniture and Materials	L	(31)	(74)	(67)	(67)	7	
Catering	L	0	(1)	(1)	(1)	0	
Uniforms	L	(8)	(13)	(13)	(13)	0	
Printing, Stationery and Office Exp.	L	(1)	(6)	(5)	(6)	0	
Fees and Services	L	(37)	(1)	(1)	(1)	0	
Contributions to Provisions	L	(1)	0	0	0	0	
Communication and Computing	L	(12)	(20)	(20)	(20)	0	
<b>Total Expenditure</b>		<b>(8,266)</b>	<b>(8,688)</b>	<b>(9,373)</b>	<b>(10,016)</b>	<b>(1,328)</b>	
<b>Income</b>							
Total Income	L/C	9,675	10,019	10,704	11,347	1,328	
<b>Net Income</b>		1,409	1,331	1,331	1,331	0	
<b>Recharges</b>							
Expenditure	R	(1,553)	(1,457)	(1,457)	(1,457)	0	
Income	R	144	126	126	126	0	
<b>Total Recharges</b>		<b>(1,409)</b>	<b>(1,331)</b>	<b>(1,331)</b>	<b>(1,331)</b>	<b>0</b>	
<b>Total Service Charge Account</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

3. Employees costs have increased by £243,000 as shown in Table 2 below. All posts level A-C are subject to pay increases as well as the 1.25% Employers national insurance increase in 2022/23. Furthermore the estimates includes the full complement of Car Park Staff.

<b>Table 2 - Manpower statement</b>	<b>Original Budget 2021/22</b>		<b>Original Budget 2022/23</b>	
	<b>Manpower Full-time equivalent</b>	<b>Estimated cost £'000</b>	<b>Manpower Full-time equivalent</b>	<b>Estimated cost £'000</b>
Service Charge Account	57	(2,608)	60	(2,851)

4. Repairs and maintenance costs have increased by £240,000 compared to the original budget this is mainly due to increased expected costs for drainage repairs, remedial works, window replacements. A full breakdown is provided in Appendix 1.
5. The cost of supplementary revenue projects is expected to be £1,108,000 and relates mainly to the redecoration programme as set in paragraph 11 below.
6. Forecast energy costs have increased by £287,000 to reflect price rises and the actual and expected level of consumption.
7. Cleaning & domestic supplies have increased by £21,000 as the costs for hygiene services and pest control have increased.
8. As agreed with the Residents Consultation Committee the grounds maintenance has been increased by £50,000.

### **Draft Capital and Supplementary Revenue Budgets**

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

Service	Project	Exp. Pre 01/04/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Later Years £'000	Total £'000
	<b><u>Pre-Implementation</u></b>						
Service Charge	Renew Door Entry System	20	3	-	-	-	23
	<b><u>Authority to start work</u></b>						
Service Charge	Water System	553	273	-	-	-	826
Service Charge	Redecoration 2020-25	27	142	1,108	762	1,378	3,417
<b>TOTAL BARBICAN RESIDENTIAL (Service Charge)</b>		<b>600</b>	<b>418</b>	<b>1,108</b>	<b>762</b>	<b>1,378</b>	<b>4,266</b>

10. Pre-implementation costs comprise only feasibility and options appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work.
11. A significant proportion of the costs for these schemes will be recoverable from residents via service charges.
12. The latest Capital and Supplementary Revenue Project forecast expenditure on approved schemes will be presented to the Court of Common Council for formal approval in March 2022.

## **Appendices**

Appendix 1 = Analysis of Repairs, Maintenance and Minor Improvements

Appendix 2 = Support Services and Capital Charges

Appendix 3 = Actual service charge 2020/21 billed to residents and the estimated service charge billed to residents for 2021/22.

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**Caroline Al-Beyerty**  
**Chamberlain**

**Andrew Carter**  
**Director of Community and Children's Services**

## Analysis of Repairs, Maintenance and Minor Improvements

Costs to be charged to Long Lessees and Landlord. (The latter responsible for short term tenancies and voids)	Original Budget 2021/22 £000	Latest Budget 2021/22 £000	Original Budget 2022/23 £000
Responsive and Contract Servicing including Building			
Miscellaneous Works	(1,305)	(1,405)	(1,305)
IRS maintenance	(40)	(40)	(40)
Responsive and Contract Servicing - Lifts	(401)	(386)	(401)
Drainage Repairs / Remedial Work	(112)	(172)	(172)
Water Penetration	(75)	(105)	(75)
Sub Total Responsive and Contract Servicing	(1,933)	(2,108)	(1,993)
Asbestos Removal	(70)	(180)	(70)
Water Supply Works	(100)	(100)	(100)
Electrical Testing	(44)	(24)	(44)
Upgrade Safety/Security Installations	(40)	(40)	(40)
Consultants Fees	(30)	(15)	(30)
Emergency lighting to stairs, corridors and plant rooms	(17)	(17)	(17)
Asset Management	0	(60)	0
Window Replacements	0	(200)	(180)
TOTAL	(2,234)	(2,744)	(2,474)

## Appendix 2

Support Service and Capital Charges from/to  Barbican Service Charges	Actual  2020/21 000	Original Budget 2021/22 000	Latest Approved Budget 2021/22 000	Original Budget 2022/23 000
<b>Support Service and Capital Charges</b>				
Insurance	(52)	(43)	(43)	(43)
IS Staff Recharge	(45)	(32)	(36)	(27)
<b>Total Support Services</b>	(97)	(75)	(79)	(70)
<b>Recharges within Committee</b>				
Cleaning and Lighting	119	126	126	126
Barbican Supervision and Management	(994)	(902)	(940)	(940)
<b>Recharges Within Funds</b>				
DCCS	(437)	(480)	(438)	(447)
Contributions to Funds and Provisions				
<b>TOTAL SUPPORT SERVICE AND CAPITAL CHARGES</b>	(1,409)	(1,331)	(1,331)	(1,331)

## Appendix 3

This appendix shows the actual service charge 2020/21 as billed to residents and the estimated service charge billed to residents for 2021/22. The total figures are as reported in the Relationship of Barbican Residential Committee Outturn Report to Service Charge Schedules Annex 1. The format is as the service charge schedule provided to residents.

	<b>ACTUAL 2020/21</b>	<b>As Billed ESTIMATE 2021/22</b>	<b>REVISED ESTIMATE 2021/22</b>	<b>ESTIMATE 2022/23</b>
	£	£	£	£
<b>Customer Care</b>				
Costs of Management and Supervision	694,660	715,000	678,000	700,000
<b>Estate Management</b>				
Resident Staff	374,469	387,117	388,000	405,000
Furniture & Fittings	7,303	26,000	30,000	30,000
Window Cleaning	144,152	177,800	186,000	187,000
Cleaners/Porters	1,219,411	1,234,220	1,240,000	1,250,000
Car Park Attendants-	708,355	680,000	710,000	717,000
Lobby Porters	827,857	778,000	773,000	761,000
House Officer	142,597	145,000	145,000	149,000
Sub Total	3,424,144	3,428,137	3,472,000	3,499,000
<b>Property Management</b>				
Garchey Maintenance	306,285	273,000	269,000	287,000
General Repairs	1,533,202	1,500,730	1,466,000	1,580,000
Technical Services -	200,364	234,213	230,000	236,000
Lift Maintenance	361,670	367,870	407,000	422,000
Electricity (Common Parts and Lifts)	481,982	518,714	546,000	552,000
Heating	2,052,287	2,094,743	2,293,000	2,302,000
Sub Total	4,935,790	4,989,270	5,211,000	5,379,000
<b>Open Spaces</b>				
Garden Maintenance	172,002	175,000	180,000	180,000
<b>Total Annually Recurring Items</b>	<b>9,226,595</b>	<b>9,307,407</b>	<b>9,541,000</b>	<b>9,758,000</b>
<b>Non-Annually Recurring Items - Major Works</b>				
Asbestos Removal	83,971	0	180,000	70,000
Water Supply Works	139,427	0	100,000	100,000
Electrical Testing	8,200	0	24,000	44,000
Upgrade Safety/Security Installations	37,547	40,000	40,000	40,000
Consultants Fees	0	0	15,000	30,000
Emergency lighting to stairs, corridors and plant rooms	0	0	17,000	17,000
Asset Management	0	75,000	60,000	0
Roof Repairs	-7,308	0	0	0
Window Replacements	29,976	183,500	200,000	180,000
Drainage Repairs	0	108,822	108,822	0
<b>SRP Projects</b>				
Redecorations and Communal Repairs	3,655	0	0	0
Redecorations 2020-2025	10,951	0	142,000	1,108,000
Concrete Repairs	9,282	0	0	0
Door Entry System			3,000	
Water Tank Repairs/Replacement	108,982	45,125	273,000	0
<b>Total Non-Annually Recurring Items</b>	<b>424,683</b>	<b>452,447</b>	<b>1,162,822</b>	<b>1,589,000</b>
<b>TOTAL</b>	<b>9,651,278</b>	<b>9,759,854</b>	<b>10,703,822</b>	<b>11,347,000</b>

<b>Committee(s):</b> Residents' Consultation Committee - For Information  Barbican Residential Committee – For Information	<b>Dated:</b> 17012022  27012022
<b>Subject:</b> Progress of Sales & Lettings	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	4
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
<b>If so, how much?</b>	<b>£</b>
<b>What is the source of Funding?</b>	
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	
<b>Report of</b> Andrew Carter Director of Community and Children's Services <b>Report author:</b> Anne Mason Community and Children's Services	<b>For Information</b>

## 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(s)

Members are asked to:

- Note the report.

## Main Report

## Background

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

## Current Position

### SURRENDERS/TERMINATIONS

2.

Case No	Type	Floor	Rent Per Annum	Tenancy commenced/ expired	Reason for Surrender	Date of Surrender
1	20	4	£24,600	Periodic	Moving out of London	09/01/22

### RIGHT TO BUY SALES

3.

	<b>01 December 2021</b>	<b>27 August 2021</b>
Sales Completed	1080	1080
Total Market Value	£96,348,837.21	£96,348,837.21
Total Discount	£29,830,823.62	£29,830,823.62
NET PRICE	£66,518,013.59	£66,518,013.59

### OPEN MARKET SALES

4.

	<b>01 December 2021</b>	<b>27 August 2021</b>
Sales Completed	867	866
Market Value	£164,784,271.97	£163,969,271.97

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.

### COMPLETED SALES

9. Since the last report the sale of 126 Thomas More House has completed.

## SALES PER BLOCK

10.

BLOCK	TOTAL NO. OF FLATS	TOTAL NO. SOLD	NET PRICE £	% NO. OF FLATS SOLD
ANDREWES HOUSE	192	186	18,238,760.00	96.88
BEN JONSON HOUSE	204	196	14,877,454.83	96.08
BRANDON MEWS	26	24	1,057,460.00	92.31
BRETON HOUSE	111	110	8,869,412.50	99.10
BRYER COURT	56	55	2,307,338.50	98.21
BUNYAN COURT	69	68	6,484,280.00	98.55
DEFOE HOUSE	178	173	17,414,782.50	97.19
FROBISHER CRESCENT	69	69		100.00
GILBERT HOUSE	88	87	11,046,452.50	98.86
JOHN TRUNDLE COURT	133	133	5,467,527.50	100.00
LAMBERT JONES MEWS	8	8	1,400,000.00	100.00
MOUNTJOY HOUSE	64	63	5,925,723.50	98.44
THE POSTERN/WALLSIDE	26	22	5,959,130.00	84.62
SEDDON HOUSE	76	75	8,445,677.50	98.68
SPEED HOUSE	114	109	13,589,848.50	95.61
THOMAS MORE HOUSE	166	163	14,483,455.00	98.19
WILLOUGHBY HOUSE	148	147	14,972,670.50	99.32
<b>TERRACE BLOCK TOTAL</b>	1728 (1728)	1688 (1687)	150,539,973.33 (149,724,973.33)	97.69 (97.63)
CROMWELL TOWER	112	103	27,005,801.00	91.96
LAUDERDALE TOWER	117	114	24,553,779.63	97.44
SHAKESPEARE TOWER	116	111	30,001,185.60	95.69
<b>TOWER BLOCK TOTAL</b>	345 (345)	328 (328)	81,560,766.23 (81,560,766.23)	95.07 (95.07)
<b>ESTATE TOTAL</b>	2073 (2073)	2016 (2015)	232,100,739.56 (231,285.739.56)	97.25 (97.20)

## **Key Data**

### **Strategic implications –**

Financial implications – Receipts from sales are credited to the City Fund.

Resource implications - None

Legal implications - None

Risk implications - None

Equalities implications – None

Climate implications - None

Security implications - None

## **Appendices**

None

### **Anne Mason**

Revenues Manager

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<b>Committee:</b> Barbican Residential Committee	<b>Dated:</b> 27 January 2022
<b>Subject:</b> Report of Action Taken	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	Contributing to a flourishing society.
<b>Does this proposal require extra revenue and/or capital spending?</b>	No
<b>Report of:</b> Town Clerk	
<b>Report author:</b> Julie Mayer – Committee and Member Services	<b>For Information</b>

## Summary

### **DELEGATED DECISION UNDER STANDING ORDER NO. 41(b) - Uplift in Service Charge: Funding Proposal for 1 FTC Gardener post on the Barbican Estate.**

This report advises Members of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order No. 41 (b) since the last meeting.

### **Background**

At the Residents' Consultation Committee (RCC) on 27 September 2021, the Gardens Advisory Group (GAG), a Working Party of the RCC, made a request for a temporary uplift in the service charge for gardening services to be made permanent. The RCC endorsed this recommendation, with many favourable comments about the improvements seen over the past year. RCC Members felt that making this uplift permanent would ensure that standards are maintained.

When the recommendation was put the BRC at its last meeting, as the recommendation was for a permanent uplift, Members asked to see further supporting information. As the Committee was not due to meet again until January 2022, the Committee agreed that a final decision should be delegated to the Town Clerk, in consultation with the Chair and Deputy of the Committee, with all Members being included in the consultation and receiving the supporting information. All comments received from Members supported the proposal.

**Financial implications**

Funding for the proposal for 1 full time equivalent (FTE), at approximately £50,000 per annum, (plus City on-costs) is available from the Department of Open Spaces, in line with monitoring the Internal Service Level Agreement. The funding is a service chargeable item, and well below the statutory consultation limit with leaseholders. The cost of making this uplift permanent amounts to approximately £25 per flat per year.

**Corporate & Strategic Implications**

The proposals meet the objectives of the City Corporation's Corporate Plan by shaping outstanding environments and contributing to a flourishing society.

**Action taken:**

The Town Clerk, in consultation with the Chairman and Deputy Chairman and Members of the Barbican Residential Committee, approved :

- 1) an uplift in the service charge, of approximately £25 per flat, per annum, to allow the continued employment of an extra gardener to work in the private gardens of the Barbican Estate; and
- 2) instructed officers to review this annually, in consultation with the Residents' Consultation Committee

**Recommendations**

Members are asked to note the action taken since the last meeting of the Committee.

<b>Committee(s)</b> Barbican Residential Committee	<b>Date:</b> 27012022
<b>Subject:</b> Barbican Arrears	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	<b>4</b>
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
<b>Report of:</b> Andrew Carter Director of Community and Children's Services	<b>For Information</b>
<b>Report author:</b> 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	£11,287,827	2016			
Target level of net arrears	1%				
Actual level of net arrears	0.60%				
<i>Age Analysis of Debt:</i>	Sept 21	Jun 21			
Value of debts					
3 - 6 months	£ 45,376.20	64	£53,196.92	69	
6 – 12 months	£ 27,232.10	35	£ 29,538.76	31	
12 - 24 months	£ 27,920.37	14	£ 21,728.56	13	
Over 24 months	£ 39,022.95	4	£ 36,066.40	5	
<b>Total arrears outstanding</b>	<b>£139,551.62</b>		<b>£ 140,530.64</b>		
<i>Action taken:</i>					
Amounts subject to arrangement	£ 0.00	0	£ 0.00	0	
Amounts referred to Comptroller for recovery action	£ 71,496.36	7	£ 69,638.23	8	
Amounts awaiting write-off	£ 0.00	0	£ 0.00	0	
<b>Net debt outstanding</b>	<b>£ 68,055.26</b>		<b>£ 70,892.41</b>		

There is a total of 78 leaseholders in arrears.

Of the amounts owing for over 12 months (£66,943.32) £55,131.88 is included in the amounts referred to C&CS, the remaining £11,811.44 relates to 11 cases.

The net debt outstanding comprises 71 accounts.

#### 4. Tenants

Charges raised for period	£1,671,998	No of tenants 57		
Target level of net arrears 1%				
Actual level of net arrears 0.12%				
	Sept 21		Jun 21	
<i>Age Analysis of Debt:</i>				
Value of debts				
3 - 6 months	£ 6,263.66	3	£ 9,582.50	4
6 - 12 months	£ 13,436.58	3	£ 20,810.00	3
12 - 24 months	£ 25,135.57	1	£24,935.57	1
debts over 24 months	£ 9,410.44	1	£ 3,222.94	1
<b>Total arrears outstanding</b>	<b>£ 54,246.25</b>		<b>£ 58,551.01</b>	
<i>Action taken:</i>				
Amounts subject to arrangement	£ 1,380.44	1	£ 1,761.08	1
Amounts referred to Comptroller for recovery action	£ 52,847.94	1	£ 47,321.01	1
<b>Net debt outstanding</b>	<b>£ 17.87</b>		<b>£ 9,468.92</b>	

There is a total of 4 tenants in arrears.

#### 5. Former tenants' arrears

Charges raised for period to	N/A	No of former tenants	3	
Target: as flats are surrendered infrequently the target is that action on arrears must be dealt with within 3 months				
	Sept 21		Jun 21	
<i>Age Analysis of Debt:</i>				
Value of debts 3 - 6 months	£ 1,026.51	2	£ 2,607.55	1
Value of debts 6 - 12 months	£ 2,607.55	1	£ 0.00	0
Value of debts 12 - 24 months	£ 0.00	0	£ 0.00	0

Debts over 24 months	<u>£12,697.75</u>	1	<u>£12,697.75</u>	1
<b>Total arrears outstanding</b>	<b>£16,331.81</b>		<b>£15,305.30</b>	

*Action taken:*

Amounts subject to arrangement	£ 0.00	£ 0.00
Amounts referred to Comptroller for recovery action/in dispute	£15,314.30	£15,305.30
Awaiting write off	£ 0.00	£ 0.00
<b>Net debt outstanding</b>	<b>£ 1,017.51</b>	<b>£ 0.00</b>

There are 3 cases in total.

## Appendices

- Appendix 1 – Arrears Update (Non-Public)

**Anne Mason**

Revenues Manager DCCS

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<b>Committee:</b> Barbican Residential Committee - For information	<b>Dated:</b> 27 January 2022
<b>Subject:</b> Barbican Commercial Arrears	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	All
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
<b>Report of:</b> Director of Community & Children's Services	<b>For Information</b>
<b>Report author:</b> Rebecca Bello House Officer Barbican Estate Department of Community and Children's Services	

## Summary

This report, which is presented annually, is for information and to advise Members of the current arrears in respect of commercial property tenants on the Barbican Estate and the action being taken with these arrears.

## Recommendation

Members are asked to:

- Note the report.

## Main Report

### Background

1. Commercial tenants are billed quarterly in advance in June, September, December and March.
2. A further analysis of the arrears is contained in Appendix 1 which is Non-Public.

### Current Position

3. Debt £172,951.60

### Number of commercial tenants

Charges raised for period £1,989,054 23

Target level of gross arrears: 2%



7. £57,152.87 of the debt is owed by other City of London Departments and the BEO are liaising with Officers in these Departments to arrange payment.
8. The Government have further extended measures in place to protect commercial tenants from eviction until 25 March 2022 and new laws and a Code of Practice are being introduced to resolve the remaining commercial rent debts accrued because of the pandemic. This will establish a legally-binding arbitration process for commercial landlords and tenants who have not already reached an agreement. Subject to Parliamentary agreement, this will come into force later in 2022. The Bill will apply to commercial rent debts related to the mandated closure of certain businesses such as pubs, gyms and restaurants during the pandemic. Debts accrued at other times will not be in scope.
9. The BEO will continue to progress agreeing repayment plans and to obtain payment from the nine tenants who have arrears. To date, no tenants have referred to the proposed Code of Practice and it is the intention of Officers to try and reach agreement as soon as possible.
10. If in some cases the tenant seeks arbitration this may have resource implications in meeting the requirements of the arbitration process. A request for any additional resource will be submitted once the strategy is agreed in principle. In the meantime, Officers will continue to press for agreement on repayment plans.

## **Appendices**

- Non-Public Appendix 1 – Commercial Arrears

### **Rebecca Bello**

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