



Barbican Residential Committee

Date: MONDAY, 17 FEBRUARY 2025
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Mark Wheatley (Chairman)	Frances Leach
Anne Corbett (Deputy Chairman)	Andrew McMurtrie
Helen Fentimen OBE JP	Timothy James McNally
John Foley	Paul Singh
Dawn Frampton	Deputy Ceri Wilkins
Steve Goodman OBE	Michael Hudson

Enquiries: Rhys Campbell
Rhys.Campbell@cityoflondon.gov.uk

Accessing the virtual public meeting

Members of the public can observe all virtual public meetings of the City of London Corporation by following the below link:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic 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.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

Ian Thomas CBE
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**

To agree the public minutes and non-public summary of the meeting held on 16 September 2024 as a correct record.

For Decision
(Pages 7 - 16)

4. **BARBICAN ESTATE RESIDENTS CONSULTATION COMMITTEE MINUTES**

To receive the draft minutes of the RCC meeting held on 3 February 2025.

For Information
(To Follow)

5. **OUTSTANDING ACTIONS**

To note the actions tracker for the Barbican Estate Residents Consultation Committee (BERCC) and the Barbican Residential Committee (BRC).

For Decision
(Pages 17 - 20)

6. **REPORTING COMMITTEE UPDATE - TERMS OF REFERENCE**

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

For Decision
(Pages 21 - 26)

7. **MAJOR WORKS PROGRAMME BOARD - LIFT TOWER REPORT**

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

For Decision
(Pages 27 - 98)

8. **TRANSFORMATION PROGRAMME UPDATE**

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

For Decision
(Pages 99 - 108)

9. **BRANDON MEWS CANOPY - OPTIONS APPRAISAL**

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

For Decision
(Pages 109 - 114)

10. **SERVICE CHARGE EXPENDITURE AND INCOME ACCOUNT - LATEST APPROVED BUDGET 2024/25 AND ORIGINAL BUDGET 2025/26**

Report of The Executive Director, Community and Children's Services.

For Decision
(Pages 115 - 122)

11. **REVENUE AND CAPITAL BUDGETS - LATEST APPROVED BUDGET 2024/25 AND ORIGINAL 2025/26**

Report of The Executive Director, Community and Children's Services.

For Decision
(Pages 123 - 130)

12. **BARBICAN ESTATE OFFICE RESTRUCTURE**

Report of The Executive Director, Community and Children's Services.

For Information
(Pages 131 - 138)

13. **BARBICAN COMMERCIAL ARREARS**

Report of The Executive Director, Community and Children's Services.

For Information
(Pages 139 - 142)

14. **BARBICAN APP**

Assistant Director, Barbican Residential Estate to be heard.

For Information
(Verbal Report)

15. **REPAIRS & MAINTENANCE MOBILISATION**

Assistant Director, Barbican Residential Estate to be heard.

For Information
(Verbal Report)

16. **RECRUITMENT**

Assistant Director, Barbican Residential Estate to be heard.

For Information
(Verbal Report)

17. **WATER PENETRATION**

Assistant Director, Barbican Residential Estate to be heard.

For Information
(Verbal Report)

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

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

20. **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

21. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the previous meeting held on 16 September 2024.

For Decision
(Pages 143 - 144)

22. **NON-PUBLIC APPENDIX - BARBICAN COMMERCIAL ARREARS**

To be read in conjunction with item 13 (Barbican Commercial Arrears).

For Information
(Pages 145 - 146)

23. **REPORT OF ACTION TAKEN BETWEEN MEETINGS**

Report of the Town Clerk.

For Information
(Pages 147 - 154)

24. **BARBICAN PODIUM WATERPROOFING, DRAINAGE AND LANDSCAPING WORKS**

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

For Information
(Pages 155 - 186)

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**

This page is intentionally left blank

BARBICAN RESIDENTIAL COMMITTEE

Monday, 16 September 2024

Minutes of the meeting of the Barbican Residential Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Monday, 16 September 2024 at 1.45 pm

Present

Members:

Mark Wheatley (Chairman)
Anne Corbett (Deputy Chairman)
Helen Fentimen OBE JP
John Foley
Steve Goodman OBE

In Attendance:

Dawn Frampton
Andrew McMurtrie
Mary Durcan
Sandra Jenner, Chair of RCC
Jim Durcan, Deputy Chair of RCC

Officers:

Judith Finlay	- Executive Director, Community and Children's Services
Dan Sanders	- Assistant Director, Barbican Residential Estate
Nichola Lloyd	- Community and Children's Services
Jack Nuttall	- Community and Children's Services
David Blane	- Community and Children's Services
Rhys Campbell	- Town Clerk's

1. APOLOGIES

Apologies were received from Dawn Frampton, however she attended the meeting virtually.

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

There were no declarations.

3. MINUTES

That the public minutes and non-public summary from the previous meeting held on 1 July were approved as an accurate record.

4. **BARBICAN RESIDENTS' CONSULTATION COMMITTEE MINUTES**

The Chair of the Barbican Resident's Consultation Committee was invited to speak on matters relating to the most recent Barbican Residents Consultation Committee (RCC) meeting. Members noted the following:

- **Redecorations Programme**

Four houses were still dissatisfied regarding the redecorations programme and the Assistant Director, Barbican Residential Estate (AD) had agreed to conduct a full review once works had been completed and the contract had ended.

- **Fire Doors**

The Chair, RCC highlighted resident's confusion on whether doorframes were inclusive of the overall fire doors replacement programme with the AD advising that he shall confirm and update Members of the RCC at the next meeting.

- **Housing Repairs and Maintenance Contract**

Members of the RCC remained disappointed that the selected RCC representatives were not involved further in the procurement process.

- **Barbican App**

The Chair, RCC updated Members on the discussion held regarding this Barbican App and advised the Committee that it would be very helpful for residents to have a walkthrough before the app is officially launched. It was suggested that a walkthrough might also help to identify any tangible cost savings before the app is purchased.

- **Lift Consultancy**

The lift consultancy report was broadly accepted by the RCC.

- **Temporary Workers**

A paper from the Chair of the Barbican Association was shared to Members of the BRC prior to the meeting which explained the residents perspective regarding agency workers. Chair, RCC informed the BRC that residents were not consulted regarding the employment of agency workers when entering into a employment contract back in 2017.

- **Asbestos**

The major project underway to remove asbestos situated on the Barbican Estate had taken the RCC by surprise, especially considering the expected cost (£1.5 Million - £2 Million). RCC Members expected some debate around this about whether the cost of asbestos removal should fall to residents or not.

5. **ACTIONS TRACKER**

Members noted the actions tracker. During the discussion the following point were raised:

Temporary Repairs

A Member asked whether permanent repairs/changes were imminent, and the Assistant Director confirmed that the 18 months listed in the report was on a contingency basis. The Barbican Estate Office were addressing through contract procurements on matters such as water penetration and window repair issues on a more permanent basis.

A question was raised in relation to anti-social behaviour (ASB) on the Barbican Estate and the Committee was advised that this topic was being reviewed by the BEO. Cooperation between the BEO and the Barbican Centre was expected to take place since the centre had security resources, and there was expectation that the BEO could establish 3-4 hourly patrols. Other proposals were expected to be considered such as CCTV. The Chair acknowledged that anti-social behaviour had also been mentioned within the City, and not just on the Barbican Estate, and that eventually the Court of Common Council may need to be investigated further. The Chair noted the work of a Barbican Resident who had been gathering ASB data and thanked them for their work.

6. **FIRE DOORS**

The Committee received a report from the Executive Director, Community and Children's Services in respect of the fire door replacement programme.

The Assistant Director explained to the Committee that the programme was developed to ensure compartmentation of both fire and smoke if an apartment fire was to occur. Under the Fire Safety (England) Regulations 2022, apartment fire doors, must meet specific standards to ensure they provide adequate protection in the event of a fire. A Member highlighted residents concerns that, subsequently, they might be expected to 'foot the bill' for these works. The Assistant Director advised Members that the BEO would require the potential contractors to make good on anything they do which may ultimately damage the property. However, at the conclusion of the tender process any further costs shall be factored into the final project cost, and this shall be shared with the Committee since the BEO had no intention to incur any further costs onto residents without being transparent in the process.

RESOLVED, that – the report and its contents be noted.

7. **SPRINKLERS**

The Committee received a report from the Executive Director, Community and Children's Services in respect of the installation of sprinkler systems within the towers situated on the Barbican Estate.

A Member asked whether the previous recommendations, which had been provided to the BRC, advocating for the fitting of sprinklers had been overturned and if the overall view had changed. The Assistant Director advised Members that the report had received informed input from fire safety colleagues within the City Surveyor's Department, along with industry experience and the Assistant Director's qualified knowledge of fire safety regulation. He advised the Committee that the Towers were robust reinforced concrete buildings which were due to have its fire doors retrofitted and upgraded. A building safety case and resident engagement strategy was expected to be delivered soon. Whilst the Assistant Director was content with analysing previous reports in relation to sprinkler systems, he advised the Committee that there was no current risk that needed to be mitigated and which would demand a requirement for the installation of sprinklers in the towers.

RESOLVED, that – the report and its contents be noted.

8. **BARBICAN APP**

The Committee received a report from the Executive Director, Community and Children's Services in respect of the BEO's engagement with Spike Global on an initial proposal to develop a bespoke app for the Barbican Estate.

The Assistant Director advised Members that the Altair report recommended the improved use of technology and having a resident portal would help to achieve this. The BEO had entered commercial negotiations with Spike Global and they had managed to secure a "sliding scale" of costs in its first year and he deemed it appropriate for the app to be reviewed by the BRC and RCC after one year before making any further commitments. It was noted that colleagues within Corporate IT and CoLP did not have any concerns around GDPR and data handling at the time of this meeting.

A Member asked if it was possible for WhatsApp to be used as a tool for resident engagement, however the Assistant Director advised that WhatsApp was not the correct communication service that could assist with the work done by the BEO. This included work such as postal handling and request for repairs.

In respect of data handling, a Member raised concerns regarding the multi factor authentication process since she believed this could inhibit some residents from using the app. It was explained that Spike Global shall be committed to hosting a series of events where they shall provide support to those in setting up the Barbican App. The BEO were aware that some residents may find difficulties using modern technology and they shall assist where possible. However, these residents were identified to be in the minority and therefore it was recommended

that the project should be strongly considered. Members were satisfied with the proposal of a walkthrough involving a cross-section of Barbican residents prior to the app's official launch.

The Assistant Director advised the Committee that the Barbican App shall be able to create sub-group for those who could be contacted via email instead of app notifications. He highlighted that in its infancy, the app shall not be used to its fullest extent since focus should be maintained on the simplicity of the app in helping to manage functions such as s repair requests. However, eventually it was expected that the Barbican App could interact with service charge payments and be incorporated with other systems such as Civica.

A Member was concerned that the Barbican App could cause job losses within the BEO. The Assistant Director advised the Committee that there were no job losses were expected since the app was being introduced as method to support staff in delivering a better service to residents.

RESOLVED, that – Members of the Barbican Residential Committee approve the proposal listed in the report.

9. **BARBICAN LIFT CONSULTANCY**

The Committee received a report from the Executive Director, Community and Children's Services in respect of a proposal to engage with ILECS, an industry leading lift consultant, to provide improved value for money in both contract management and capital project management.

The Assistant Director advised the Committee of the benefits of engaging with ILECS and explained that ILECS would help to identify what components of lifts need repairing or ultimately which lifts were in need of a complete refurbishment. ILECS was identified as a potential project partner and although the costs for this were not listed within the report the Assistant Director agreed to return to the Committee on a per project basis to seek their approval.

A Member acknowledged that the performance of lifts situated in Shakespeare Tower had improved since parting with former lift consultancy company Butler and Young. He thanked officers for their work in relation to this report. The Member did, however, highlight the figure of 9% owed to ILECS for refurbishment or replacement of lifts above the cost of £125,000, and wondered why a flat rate hadn't been determined rather than a fixed percentage. The Assistant Director agreed that the figure of 9% was high and informed the Committee that once the asset overview had been completed that a commercial negotiation was expected to take place with ILECS if they were to become the Barbican's principal project partner.

RESOLVED, that – Members of the Barbican Residential Committee approve the proposal listed in the report.

10. **BARBICAN ESTATE OFFICE – CASH PAYMENTS**

The Committee received a report a report from the Executive Director, Community and Children’s services in respect of the Barbican Estate Office receiving some service charge/rent payments for the Barbican Estate and other HRA developments. The report sought to identify those risks and provides a recommendation on how to phase cash payments out.

The Assistant Director highlighted the potential risks of handling cash payments within the BEO and primarily the safeguarding issues from a staff perspective. The Committee was advised that payments via card or cheque would still be accepted, however cash payments would eventually be phased out and this shall be communicated to residents. The Deputy Chair queried the profile of those who decide to use cash payments and the Assistant Director agreed to update the Committee at a later date.

A Member highlighted the Barbican initiatives and changes, and its significance to other social housing estates within the remit of the City Corporation. She had hoped that these changes were being recorded and when appropriate if they could be extended to other social housing estates. The Executive Director noted the Members comments and advised the Committee that officers were mindful and were ready to explore such ideas further with other social housing estates when appropriate.

The Chair emphasised that the Barbican could be seen as an example to stimulate better provision in the wider context of all housing within the remit of the City Corporation. He suggested that the proposal of a Housing Committee which would enable Members to have better oversight on all housing matters.

RESOLVED, that – Members of the Barbican Residential Committee approve the proposal listed in the report.

11. **TEMPORARY WORKERS**

The Committee received a report from the Executive Director, Community and Children’s Services in respect of the Barbican Estate Office in respect of a temporary workers contract with Hays (“the Hays Agreement”) over a five-year period starting in 2017 without consulting affected long leaseholders under Section 20 of the Landlord and Tenant Act 1985. A briefing note was circulated to all Members ahead of this meeting which summarised the history, from the Barbican leaseholders’ perspective, of the failure by the City Corporation to undertake consultation in relation to temporary workers.

Having undergone the Tribunal Property Chamber process, the City Corporation had conceded on a dispensation having not consulted with Barbican leaseholders. However, the City Corporation defended recoverability in terms of the lease agreement.

A Member was keen to know what the next step in the tribunal process was and if a decision was. The Assistant Director advised the Committee that the City Corporation had intended to submit a dispensation application to the tribunal. The result of this dispensation application, if agreed upon by the Tribunal, will be the removal of the £100 cap.

The Assistant Director informed the Committee of the commitments made by the BEO when entering into the next temporary workers contract. The usage of temporary labour was expected to be minimised and the BEO shall maintain a responsibility, locally, to ensure that resources were being managed effectively and not at the financial detriment of leaseholders.

RESOLVED, that – the report and its contents be noted.

12. **ASBESTOS**

The Committee received a report from the Executive Director, Community and Children's Services in respect of identifying material risks (identifying which type of asbestos if any is in situ) in all areas within the common parts of the Barbican.

The Assistant Director advised the Committee that a further asbestos report shall be submitted to both the BRC and RCC at its next meeting. The report noted that £95,000 worth of asbestos removals had been identified and soon quotations for remaining work shall be finalised. Wanted to bring paper to this committee as soon as possible prior to its submission. 2,500 – 3,000 asbestos removals were expected to be required and this was budgeted at a cost of approximately £1.5 Million- £2 Million. Stage 1, section 20 notices had been issued due to the urgency of this work.

A Member asked if there was any risk of danger to residents or visitors to the Barbican Estate in relation to asbestos. The Assistant Director believed that there no imminent risk to either residents or visitors and any high-risk asbestos, to date, had been addressed and dealt with immediately. The Assistant Director also agreed to share a further communication regarding asbestos removal to reassure residents at the request of the Deputy Chair.

In relation to the costs detailed in the report, a Member wanted confirmation on which party shall be responsible for these costs. The Assistant Director confirmed that further detail on this shall be listed in the next asbestos report submitted to the Committee.

A Member highlighted the risk of asbestos once interfered with and advised officers to mindful of this when making decisions to remove asbestos situated on the Barbican Estate. The Assistant Director advised that out of the circa number of asbestos removals (2,000), 15 were classed as complete removals and that there was consideration for restriction requirements or encampments (enclosure) for remaining asbestos.

RESOLVED, that – the report and its contents be noted.

13. **PROGRESS OF SALES AND LETTINGS**

The Committee received a report from the Executive Director, Community and Children's Services in respect of sales and lettings agreed since the last meeting of the Committee.

A Member highlighted the "grace and favour flats" being used by the City Corporation and was seeking some more information concerning this. Assistant Director explained that further information regarding this shall be provided to Members at the next meeting.

In respect of the freeholds of 14 flats situated in Wallside, Barbican Estate the Assistant Director explained that as freeholders they had their own external work conducted at their own costs and were not part of the redecorations programme.

RESOLVED, that – the report and its contents be noted.

14. BARBICAN ARREARS

The Committee received a report from the Executive Director, Community and Children's Services advising members of the current arrears in respect of tenants and leaseholders on the Barbican Estate.

RESOLVED, that – the report and its contents be noted.

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

There were no questions.

16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

The Chair asked for an update regarding Blake Tower and the Executive Director confirmed that Redrow PLC were undertaking survey work and that a report shall be submitted at the next Committee meeting.

17. 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.

18. NON-PUBLIC MINUTES

RESOLVED, that – the non-public minutes from the previous meeting held on 1 July be approved as an accurate record.

19. REPORT OF ACTION TAKEN BETWEEN MEETINGS

The Committee received a report from the Town Clerk advising Members of action taken by the Town Clerk outside of the Committee's meeting schedule, in

consultation with the Chairman and Deputy Chairman, in accordance with Standing Order Nos. 41(a) and (b).

RESOLVED, that – the report and its contents be noted.

20. BARBICAN RESIDENTIAL ARREARS APPENDIX

The Committee received a report of the Executive Director, Community and Children’s Services which provided members with further information with regards to the current arrears in respect of tenants and leaseholders on the Barbican Estate, and the action being taken with these arrears.

RESOLVED, that – the report and its contents be noted.

21. HOUSING REPAIRS AND MAINTENANCE CONTRACTS – PROCUREMENT REPORT

The Committee received a report from the Executive Director, Community and Children’s Services which provided a progress update for the procurement of the preferred suppliers for the City of London Corporation (COL) Repairs and Maintenance contracts which were due to expire on 31 March 2025.

RESOLVED, that – the report and its contents be noted.

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

There were two non-public questions.

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

There were no non-public urgent items of business.

The meeting ended at 15:31pm

Chairman

Contact Officer: Rhys Campbell
Rhys.Campbell@cityoflondon.gov.uk

This page is intentionally left blank

RCC/ BRC Action Tracker

Number	Title	Date Added	Committee	Action Owner	Due Date	Update For committee	Committee Comments (3 rd Feb & 17 th Feb)
1	Podium Project	Mar-20	BRC/RCC	Michael Gwyther-Jones & Daniel Sanders	Q4 2027	Report within Agenda.	
2	Lambert Jones roof	Nov-22	BRC/RCC	Dan Sanders	Q3 2024	Leaseholders met with AD in December 24 and contracts manager is currently working with the incoming waterproofing contractor (Elkins) to establish a plan.	
3	2022-23 Revenue Outturn for Dwellings Service Charge Account	Sep-23	BRC/RCC	Nichola Lloyd and Dan Sanders	Dec 2024	New format approved at November committee.	
4	Barbican Estate Window Repairs/ Replacement Report	Sep-23	BRC/RCC	Graham Sheret & Dan Sanders	TBD	<p>Temporary repairs continue to be undertaken in the most urgent areas, these repairs are designed to last for roughly 18 months.</p> <p>Dan Sanders & Graham Sheret continue to lead on matters of PPM to ensure proper management of the assets moving forward and will do so with the support of the programme board.</p> <p>It should be noted, the source of water ingress is being addressed through the waterproofing project led by Eion Doyle, and we will not permanently repair any windows until the source of damage is permanently resolved to avoid duplication of works and provide longevity to permanent repairs.</p>	
5	Barbican Estate Redecoration Programme 2020 -25	Sep-23	BRC/RCC	Dan Castle and Dan Sanders	Mar 2025	<p>Assistant Director and Contracts Manager are working with House Chairs on blocks where there are issues with past redecs programmes and will see through to resolution.</p> <p>It was noted at the SLWP there was still some work to be done and the action was for Dan Castle and Dan Sanders to pro-actively reach out to all chairs and create a final snagging document to be presented to committee in May 2025.</p>	

RCC/ BRC Action Tracker

Number	Title	Date Added	Committee	Action Owner	Due Date	Update For committee	Committee Comments (3 rd Feb & 17 th Feb)
6	Barbican Estate Major Works Five-Year Asset Management Programme	Sep-23	BRC/RCC	Daniel Sanders	Aug 25	<p>The new Head of Property Services alongside the contracts manager have been tasked with producing a 25-year capital expenditure plan which will have a detailed focus on the next 5 years and a longer term assessment of the remainder.</p> <p>We are working with the MWPB to deliver this in Summer 25. It will enable better planning for the BEO and it will be published to support leaseholders personal financial planning.</p>	
7	Barbican Estate Office Review	Sep-23	BRC/RCC	Dan Sanders	Nov 24	Paper within agenda.	
8	Repairs and Maintenance Procurement Update	Sep-23	BRC/RCC	Michael Gwyther-Jones & Dan Sanders	Apr 25	<p>Lot 2 (general repairs & maintenance) has been awarded to Chigwell.</p> <p>Lot 3 (waterproofing) has been awarded to Elkins.</p> <p>Verbal Update.</p>	
9	Antisocial Behaviour of the Barbican Estate	Sep-23	BRC/RCC	Dan Sanders	Aug 24	<p>First draft of the leaflet was shared with the subcommittee chair Barbican Estate security committee, and we have received comments back we are working through.</p> <p>Assistant Director is reviewing ASB and Estate security in detail with a view to bring a paper to committee in Q1 2025.</p>	
10	Brandon Mews Canopy	Sep-23	BRC/RCC	Dan Sanders	Sep 24	Paper within agenda.	
11	Blake Tower	Sep-23	BRC	Judith Finlay & Dan Sanders		No update since the paper in Nov 24.	

RCC/ BRC Action Tracker

Number	Title	Date Added	Committee	Action Owner	Due Date	Update For committee	Committee Comments (3 rd Feb & 17 th Feb)
12	Breach of Lease Protocol	Sep-23	BRC/RCC	Helen Davinson & Dan Sanders		Verbal update on progress. View to bring final paper in April/May committee.	
13	Hays Agreement	Sep-23	BRC/RCC	Dan Sanders	TBD	Verbal Update	
14	Barbican App	Nov 24	BRC/RCC	Dan sanders	Q1 25	<p>As a prerequisite of formal approval, the BEO undertook a pilot group for half a day in October and 13 residents + 1 members were invited to join in with varying levels of app literacy.</p> <p>The day was a success with lots of collaborative conversation between the app providers (spike) the BEO and users of all abilities.</p> <p>A survey was taken after the pilot where we had 100% response rate and 100% of attendees agreed they see the app as a tool that will improve resident communication with the BEO and vice versa.</p> <p>On this basis, we proceeded to sign contracts with Spike and app is due to launch in Q1 2025.</p> <p>We are still on track for delivery in Q1 2025.</p>	
15	Lift Consultants	Nov 24	BRC/RCC	Dan sanders	Ongoing	Paper within agenda.	
16	Barbican Salvage	Nov 24	BRC/RCC	Dan sanders	Q1 2025	<p>BEO want to provide more support to Barbican Salvage in terms of enforcing 3rd party contractors to provide parts when retrofits are happening in apartments.</p> <p>We cannot legally enforce this but we can make it a deterrent and difficult for approvals to be granted if it is not adhered to.</p> <p>Barbican Salvage is part of the Barbican listing requirements and is a very important voluntary function on the Estate.</p>	
17	Asbestos	Sep 24	BRC/RCC	Dan sanders	Q1 2025	Following on from the report issues in Sep 2025 the BEO are reviewing, under urgency, what works need to be done and the associated timeframes oof the same.	

RCC/ BRC Action Tracker

Number	Title	Date Added	Committee	Action Owner	Due Date	Update For committee	Committee Comments (3 rd Feb & 17 th Feb)
						<p>We are also working with the fire door project team to ensure any potential economies and efficiencies through linking are explored.</p> <p>The high-risk works have been done and we are currently undertaking our asbestos risk assessments to ensure compliance with law.</p>	
18	Transformation Updates	Sep 24	RCC/BRC	Dan Sanders	Ongoing	Paper within Agenda.	
19	Ombudsmen Paper	Nov 24	RCC/BRC	Dan Sanders	Ongoing	Following committee discussion in Nov 24 the SLWP have considered the proposal at its latest meeting and were not able to conclude, there is a future meeting being scheduled in person to review again with a view to have a recommendation for the RCC/BRC in April/May.	

Agenda Item 6

Committee(s): Barbican Residential Committee – For Decision Barbican Estate Residents Consultation Committee – For Information	Dated: 17 February 2025 3 February 2025
Subject: Reporting Committee Report	Public
This proposal:	The report includes information on the progress of the Reporting Committee.
If so, how much?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: The Executive Director of Community & Children’s Services	For Decision
Report author: Daniel Sanders – Assistant Director – Barbican Estate	

Summary

The reporting committee was set up to build a constructive relationship and engagement with Assistant Director of the Barbican Residential Estate and his staff based on mutual trust, understanding, respect, transparency and ‘no surprises’

This report sets out the progress of the board to date, it’s objectives for 2025 (and beyond) and has its terms of reference attached for approval by the RCC/BRC.

Recommendation(s)

The Committee is asked to:

- Note the contents of the report
- Agree the final draft ToR.

Main Report

The key aims of the board are to monitor:

- Delivery of the Transformation Program.
- Delivery/monitoring of services.
- Service levels/standards and timeliness.
- Budgets, spend, costs, service charges, use of warranties.
- Progress of planned, preventive maintenance program [Establishment of PPM programme, detailed monitoring of progress etc to be the responsibility of the Major Works Programme Board]
- Risk identification and mitigation in the form of a risk register

- Procurement/contracting.
- Compliance with the lease and freehold transfers.
- Compliance with all Statutory requirements, including Health and Safety and Fire Safety risk identification and mitigations.
- Reporting on unplanned/unbudgeted work/issues and the management and cost thereof.
- Communications with leaseholders, freeholders and residents.
- Internal and external audit reports and progress on resolution of identified issues.
- Staffing issues in as far as they may affect BEO service delivery
- Complaints and breaches of Regulations and/or lease provisions

The Reporting Committee will report to the RCC/BRC on a quarterly basis with detail of the meetings.

To date, the board has largely been considering logistical steps to ensure an efficient and robust start to 2025 including:

- Information Flows
- 2025 Scheduling (in consideration with MWPB, RCC/BRC)
- Finalising its ToR.
- Considering interaction with MWPB

For the April/May RCC/BRC meetings the board will have a full report to consider as per it's ToR.

Appendices

Appendix 1 – Final Draft ToR – BEO Reporting Committee

Contact: Daniel Sanders – dan.sanders@cityoflondon.gov.uk

Daniel Sanders – Assistant Director – Barbican Estate

BEO Reporting Committee

Terms of Reference - Final Draft

Objectives:

- To build a constructive relationship and engagement with Assistant Director BRE and his staff based on mutual trust, understanding, respect, transparency and 'no surprises'.

- To monitor the Asst Director's stewardship of the BRE, in particular but not exclusively:
 - Delivery of the Transformation Program.
 - Delivery/monitoring of services.
 - Service levels/standards and timeliness.
 - Budgets, spend, costs, service charges, use of warranties.
 - Progress of planned, preventive maintenance program
[Establishment of PPM programme, detailed monitoring of progress etc to be the responsibility of the Major Works Programme Board]
 - Risk identification and mitigation in the form of a risk register
 - Procurement/contracting.
 - Compliance with the lease and freehold transfers.
 - Compliance with all Statutory requirements, including Health and Safety and Fire Safety risk identification and mitigations.
 - Reporting on unplanned/unbudgeted work/issues and the management and cost thereof.
 - Communications with leaseholders, freeholders and residents.
 - Internal and external audit reports and progress on resolution of identified issues.
 - Staffing issues in as far as they may affect BEO service delivery
 - Complaints and breaches of Regulations and/or lease provisions

Membership:

Chair - Asst Director, BRE
Secretary – to be provided by BEO
Service Charge & Revenues Manager
Other Officers, at the discretion of the Chair

Leaseholders/residents/Wallside freeholders
6-8 representing all 19 'houses', including:
Chair RCC
Nominees from Service Charges, Asset Maintenance, and Service Levels Working Parties and Barbican Association General Council

If more than eight resident representatives volunteer to serve on this committee an election will take place on the basis of one block, one vote.

Resident Members of the Reporting Committee are neither responsible nor accountable for any errors or omissions undertaken within the BEO nor anywhere else in the Corporation of the City of London they serve the committee to review and provide insight/steer but are not responsible or accountable for any decision making.

Quorum

To constitute a formal meeting of the Committee there can be:

- a minimum of 5 resident representatives of which
- two can be alternates of resident representatives

Record of Meetings.

Draft minutes of meetings to be produced within 5 working days of the meeting and formally agreed by the members of the Committee who were present at the following meeting.

Agenda and papers to be circulated 5 working days in advance

Reporting:

A standard suite of formal reports to be prepared by BEO on an agreed and published timetable which include figures, stats eg trends/forecasts/

outcomes/timings and full narrative of assumptions, variance explanations etc to be agreed.

Any unplanned, unbudgeted items to be reported and consulted on at the next meeting.

Consultation with resident representatives on the management decisions taken/to be taken by the Asst Director.

Regular reports should be provided by BEO to HGs which are a sub-set of the reports provided to the Reporting Committee ie all reports from same data set so that there is a clear line of sight between all estate-wide and House Group reporting.

Frequency of meetings: Initially monthly

Communication of work of the Committee

Agendas and minutes of meetings will be published to ensure transparency.

Relationship with other Committees, Working Parties etc.

RCC

The Reporting Committee will report to the RCC at its regular quarterly meetings although it may raise issues of concern to the RCC at any time.

Working Parties

As the Reporting Committee will be regularly considering Service Charges, Service Levels and some of the AMWP's current responsibilities to avoid duplication and ensure consistency of approach each of these Working Parties are represented on the Reporting Committee.

Consideration will need to be given to whether these Working Parties should be phased out in due course. However, for the time being they should continue, not least because there will be a period of transition before a fully functioning Monitoring Committee is operational.

Other existing Working Parties/Groups:

- Gardens Advisory to remain, meeting as now and discussed at the Monitoring Committee quarterly.

- Net Zero to undertake projects on a task and finish basis. Terms of Reference agreed at November 23 RCC
- AMWP- significant responsibilities are to be taken over by the soon to be established Major Works Program Board.

- Car Parking Charges – a BRC WP with resident nominee membership, to continue until it completes its task.

The Reporting Committee may recommend to the RCC to establish further working groups to consider particular issues on a task and finish basis.

Major Works Programme Board – recently established, with resident representatives and other stakeholder membership. This Board is being established under formal Programme/Project Management protocols to deal with major works, including those taken forward following the Stock Condition Survey.

House Groups – autonomous and lead on issues associated with their Houses unless and until they decide to escalate to RCC or BA (depending on issues).

Agenda Item 7

<p>Committee(s): Barbican Residential Committee – For Decision</p> <p>Barbican Estate Residents Consultation Committee – For Information</p>	<p>Dated: 17 February 2025</p> <p>3 February 2025</p>
<p>Subject: Tower Lifts</p>	<p>Public</p>
<p>This proposal:</p>	<p>To provide approval for the ILECS (lift consultants) to write and tender a specification for lift replacement across the 3 towers.</p>
<p>If so, how much?</p>	<p>£75,000</p>
<p>Has this Funding Source been agreed with the Chamberlain’s Department?</p>	<p>Service Charge Contributions</p> <p>Lauderdale Towers £25k Shakespeare Tower £25k Cromwell Tower £25k</p>
<p>Report of: The Executive Director of Community & Children’s Services</p>	<p>For Decision</p>
<p>Report author: Daniel Sanders – Assistant Director – Barbican Estate</p>	

Summary

The lifts in the Barbican Estate have reached an obsolete state with many components dating back to 1973, despite partial modernisations in 2000.

Detailed assessments commissioned by the committee highlight significant deficiencies, including non-compliance with modern standards, deteriorating components, and increasing maintenance costs. A full capital replacement is the optimal solution to address these issues holistically.

To balance financial impact, we propose spreading the cost over two financial years for leaseholders. Additionally, only contractors offering open protocol systems will be considered to avoid proprietary lock-ins, ensuring flexibility and avoiding monopolistic maintenance pricing in the future.

The Assistant Director, Major Works Programme Board and lift consultant ILECS have all had input into this report which ultimately recommends full capital replacement of the tower lifts.

Recommendation(s)

The Committee is asked to:

- Note the contents of the report.
- Approve the recommended expenditure of £75,000 (£25,000 per tower) draft the specifications and carry out the tender exercise.

Main Report

Cost-Effectiveness of Full Replacement

- Although the full replacement of lifts is more expensive upfront than modernisation (e.g., £2,575,000 for Cromwell Tower versus £1,675,000 for modernisation), it provides significant savings in the long term.
- Reduced maintenance costs due to new systems.
- Elimination of phased costs associated with continued repairs during modernisation.
- Avoidance of inflationary increases by addressing all lifts simultaneously.

Financial Impact on Leaseholders

By spreading the costs over two financial years, we align with budget constraints and ensure the financial burden is manageable for residents while expediting necessary upgrades. This phased funding approach is especially important given the scale of investment across all three towers.

Quality Over Short-Term Cost Savings

We plan to split the tender exercise into 2 assessments, quality & cost. Whilst some contractors may be Commercially attractive at the outset, we want to ensure we can mark quality ensuring we consider longer term value added which may drive ROI's, including:

- Increased durability and reliability of lift components.
- Reduced breakdowns and longer intervals between major maintenance activities.
- Enhanced resident satisfaction due to consistent operation.
- Cheap solutions may lead to higher unforeseen costs in maintenance and compliance adjustments.

Open Protocol Systems

Full replacement will include tendering exclusively for open protocol systems, avoiding reliance on proprietary technology. This prevents monopolistic pricing for future maintenance and repair contracts, giving the Towers greater flexibility in contractor selection over time.

Technical and Compliance Considerations

Full replacement ensures immediate adherence to all modern safety and accessibility standards, reducing the risk of mid-project non-compliance during modernisation.

Modern lifts will feature advanced control systems and safety mechanisms, enhancing reliability, energy efficiency, and accessibility for residents.

The existing lifts rely on outdated components, increasing the risk of mechanical failures and higher costs for sourcing replacement parts even after modernisation.

Strategic Benefits

While there may be short-term disruptions during installation, the long-term benefits include a smoother and quieter lift operation with fewer breakdowns.

Full replacement eliminates risks associated with component deterioration during phased modernisation, ensuring consistent service levels across all lifts.

Completing replacements in a consolidated effort minimises administrative overhead compared to a phased project approach.

Financial Overview

Tower	Modernisation Cost (£)	Full Replacement Cost (£)
Cromwell	1,675,000	2,575,000
Lauderdale	1,685,000	2,595,000
Shakespeare	1,685,000	2,595,000
Total	5,045,000	7,765,000

Spread £7,765,000 over two financial years (50% each year).

Proposed Implementation timeline:

Year 1:

- Create the specification of works.
- Agree specification at Committee in May 2025.
- Tender agreed specification throughout Summer 2025.
- Evaluate tenders in late 2025/early 2026 and make budget provisions for 2026/27 and 2027/28

Year 2:

- Carry out S20 consultation and collect funds.
- Replace 2 lifts per tower.

Year 3:

- Collect funds for remaining lift(s)
- Replace final lift per tower.

Conclusion and Recommendation

Full capital replacement of the lifts in Cromwell, Lauderdale, and Shakespeare Towers. While initially more expensive than modernisation, it offers long-term benefits in reliability, compliance, and financial efficiency. By prioritising quality contractors and open protocol systems, we secure cost-effective maintenance and operational independence over the lifecycle of the new lifts.

The committee are asked to approve the recommended expenditure of £75,000 (£25,000 per tower) draft the specifications and carry out the tender exercise.

Appendices

- Appendix 1 - Lift A Shakespeare Tower – Asset Overview
- Appendix 2 - Lift B Shakespeare Tower – Asset Overview
- Appendix 3 - Lift C Shakespeare Tower – Asset Overview
- Appendix 4 - Lift A Cromwell Tower – Asset Overview
- Appendix 5 - Lift B Cromwell Tower – Asset Overview
- Appendix 6 - Lift C Cromwell Tower – Asset Overview
- Appendix 7 - Lift A Lauderdale Tower – Asset Overview
- Appendix 8 - Lift B Lauderdale Tower – Asset Overview
- Appendix 9 - Lift C Lauderdale Tower – Asset Overview
- Appendix 10 – Shakespeare Project Review Summary
- Appendix 11 - Lauderdale Project Review Summary
- Appendix 12 - Cromwell Project Review Summary

Contact: Daniel Sanders – dan.sanders@cityoflondon.gov.uk

Daniel Sanders – Assistant Director – Barbican Estate

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Shakespeare Tower
 Beech Street
 Barbican
 London EC2Y DR

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 11th October 2024

ILECS Ref: CM241180

Prepared by: Neil Merritt

Lift Details	
Lift ID	Lift A
Lift Serial Number	78SE1717
Type of Lift	Traction passenger lift
Manufacturer / Installer	Otis
Rated Load	630kg / 10 person
Year of Installation	Installation 1976 refurbished 1998
Maintenance Provider	Guideline Lift Services
Grouping	Triplex

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	45/03, 02, 01, P & 1 to 41	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1360mm x d:1200mm x h:2650mm	Fire / Evac Control	Not applicable

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - not functioning correctly and requires attention	Red
Car and Emergency Lighting	Fluorescent type car lighting - emergency lighting inoperative	Red
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards	Green
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Not applicable	

Lift Operations	Comment	RAG Status
Ride Quality	Satisfactory	Green
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Not applicable</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Worn but serviceable</i>	
Guarding	<i>Satisfactory</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Satisfactory</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - satisfactory but no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Satisfactory</i>	
C/W Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Safety Gear	<i>Progressive type - satisfactory</i>	

Car Engineer's Controls	<i>Satisfactory - functioning and fully compliant with current standards</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>Spring type - satisfactory</i>	
Door Shoes	<i>Satisfactory</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>Satisfactory</i>	
Pit Condition	<i>Satisfactory</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes

The lift retains many of the main steel components from the 1976 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 1998 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.

Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.

Recommended Actions and Budgets (from RAG)

	Item	When	Budget Cost
1.	<i>Reinstate the lift car emergency lighting</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Reinstate the autodialler and alarm bell</i>	<i>Urgently</i>	<i>Maintenance item</i>
4.	<i>Reinstate the EMU, currently no coms</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
5.	<i>Clean dust from the well equipment and pit area</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£555,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£860,000.00</i>

This page is intentionally left blank

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Shakespeare Tower
 Beech Street
 Barbican
 London EC2Y 8DR

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 11th October 2024

ILECS Ref: CM241180

Prepared by: Neil Merritt

Lift Details	
Lift ID	<i>Lift B</i>
Lift Serial Number	<i>78SE1719</i>
Type of Lift	<i>Traction passenger lift</i>
Manufacturer / Installer	<i>Otis</i>
Rated Load	<i>1360kg / 20 person</i>
Year of Installation	<i>Installation 1976 refurbished 1998</i>
Maintenance Provider	<i>Guideline Lift Services</i>
Grouping	<i>Triplex</i>

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	45/03, 02, 01, P & 1 to 41	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1400mm x d:2110mm x h:2650mm	Fire / Evac Control	Not applicable

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - not functioning correctly and requires attention	Red
Car and Emergency Lighting	Fluorescent type car lighting - satisfactory	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards	Green
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Not applicable	

Lift Operations	Comment	RAG Status
Ride Quality	Satisfactory	Green
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Not applicable</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Worn but serviceable</i>	
Guarding	<i>Satisfactory</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Satisfactory</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - levels lower than required under current standards as 2 units are inoperative/no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Satisfactory</i>	
C/W Guide Shoes	<i>Roller type shoes - satisfactory</i>	

Safety Gear	<i>Progressive type - satisfactory</i>	
Car Engineer's Controls	<i>The car top control light is not operating and requires immediate attention</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>In need of adjustment on level 01 to ensure correct closing</i>	
Door Shoes	<i>Satisfactory</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>Replace the missing counterweight screen</i>	
Pit Condition	<i>The dirt and debris within the pit should be cleaned</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes
<p><i>The lift retains many of the main steel components from the 1976 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 1998 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.</i></p> <p><i>Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.</i></p>

Recommended Actions and Budgets (from RAG)			
	Item	When	Budget Cost
1.	<i>Reinstate the lift car top light</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Reinstate the auto dialler</i>	<i>Urgently</i>	<i>Maintenance item</i>
4.	<i>Reinstate the 2 inoperative well lights</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
5.	<i>Clean dust from shaft equipment and pit area</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

6.	<i>Replace the missing counterweight screen</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
7.	<i>Replace the bent and damaged 01 level slow speed door, which is preventing the door to self-close</i>	<i>As soon as possible</i>	<i>£1,200.00</i>

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£580,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£885,000.00</i>

This page is intentionally left blank

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Shakespeare Tower
 Beech Street
 Barbican
 London EC2Y DR

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 11th October 2024

ILECS Ref: CM241180

Prepared by: Neil Merritt

Lift Details	
Lift ID	<i>Lift C</i>
Lift Serial Number	<i>78SE1718</i>
Type of Lift	<i>Traction passenger/firefighting lift</i>
Manufacturer / Installer	<i>Otis</i>
Rated Load	<i>630kg / 10 person</i>
Year of Installation	<i>Installation 1976 refurbished 1998</i>
Maintenance Provider	<i>Guideline Lift Services</i>
Grouping	<i>Triplex</i>

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	45/03, 02, 01, P & 1 to 41	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1360mm x d:1200mm x h:2650mm	Fire / Evac Control	Fire control not to current standard

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - fully compliant and functioning correctly	Green
Car and Emergency Lighting	Fluorescent type car lighting - satisfactory	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards	Green
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Firefighting control fitted and operating correctly	Green

Lift Operations	Comment	RAG Status
Ride Quality	Satisfactory	Green
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Firefighting car controls operating correctly</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Worn but serviceable</i>	
Guarding	<i>Satisfactory</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Satisfactory</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - satisfactory but no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Satisfactory</i>	
C/W Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Safety Gear	<i>Progressive type - satisfactory</i>	

Car Engineer's Controls	<i>Satisfactory - functioning and fully compliant with current standards</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>Spring type - satisfactory</i>	
Door Shoes	<i>Satisfactory</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>Satisfactory</i>	
Pit Condition	<i>Satisfactory</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes

The lift retains many of the main steel components from the 1976 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 1998 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.

Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.

Recommended Actions and Budgets (from RAG)

	Item	When	Budget Cost
1.	<i>Investigate the noise from the selector tape</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Tighten the loose counterweight wooden buffer block all thread</i>	<i>Urgently</i>	<i>Maintenance item</i>
4.	<i>Clean the dust from well equipment and pit area</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£565,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£870,000.00</i>

This page is intentionally left blank

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Cromwell Tower
 Cromwell Place
 Barbican
 London EC2Y 8NB

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 2nd October 2024

ILECS Ref: CM241178

Prepared by: Neil Merritt

Lift Details	
Lift ID	Lift A
Lift Serial Number	78SH9257
Type of Lift	Traction passenger lift
Manufacturer / Installer	Otis
Rated Load	630kg / 10 person
Year of Installation	Installation 1973 refurbished 2000
Maintenance Provider	Guideline Lift Services
Grouping	Triplex

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	44/03, 02, 01, M, P & 1 to 39	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1360mm x d:1200mm x h:2650mm	Fire / Evac Control	Not applicable

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - fully compliant and functioning correctly	Green
Car and Emergency Lighting	Fluorescent type car lighting - emergency lighting inoperative	Red
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards	Green
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Not applicable	

Lift Operations	Comment	RAG Status
Ride Quality	Satisfactory	Green
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Not applicable</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Worn but serviceable</i>	
Guarding	<i>Satisfactory</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Hand winding back up battery is not functioning</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - levels lower than required under current standards as 8 units are inoperative/no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Satisfactory</i>	
C/W Guide Shoes	<i>Roller type shoes - satisfactory</i>	

Safety Gear	<i>Progressive type – satisfactory</i>	
Car Engineer’s Controls	<i>Satisfactory - functioning and fully compliant with current standards</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>Spring type - satisfactory</i>	
Door Shoes	<i>Worn and in need of replacement on car doors</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>The door safety edge box lid should be replaced</i>	
Pit Condition	<i>Satisfactory</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes
<p><i>The lift retains many of the main steel components from the 1973 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 2000 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.</i></p> <p><i>Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.</i></p>

Recommended Actions and Budgets (from RAG)			
	Item	When	Budget Cost
1.	<i>Reinstate the lift car emergency lighting</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Reinstate the hand winding buzzer and replace battery</i>	<i>Urgently</i>	<i>Maintenance item</i>
4.	<i>Reinstate the 8 inoperative well lights</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
5.	<i>Clean dust from shaft equipment</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

6.	<i>Replace the worn car door shoes</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
7.	<i>Reinstall the door detector edges control panel cover</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£550,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£850,000.00</i>

This page is intentionally left blank

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Cromwell Tower
 Cromwell Place
 Barbican
 London EC2Y 8NB

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 2nd October 2024

ILECS Ref: CM241178

Prepared by: Neil Merritt

Lift Details	
Lift ID	<i>Lift B</i>
Lift Serial Number	<i>78SH9258</i>
Type of Lift	<i>Traction passenger lift</i>
Manufacturer / Installer	<i>Otis</i>
Rated Load	<i>1360kg / 20 person</i>
Year of Installation	<i>Installation 1973 refurbished 2000</i>
Maintenance Provider	<i>Guideline Lift Services</i>
Grouping	<i>Triplex</i>

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	44/03, 02, 01, M, P & 1 to 39	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1400mm x d:2110mm x h:2650mm	Fire / Evac Control	Not applicable

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - not functioning correctly and requires attention	Red
Car and Emergency Lighting	Fluorescent type car lighting - satisfactory	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards	Green
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Not applicable	

Lift Operations	Comment	RAG Status
Ride Quality	Satisfactory	Green
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Not applicable</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Grooves are worn to a point where replacement should be considered</i>	
Guarding	<i>Satisfactory</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Satisfactory</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - levels lower than required under current standards as 2 units are inoperative/no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Satisfactory</i>	

C/W Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Safety Gear	<i>Progressive type - satisfactory</i>	
Car Engineer's Controls	<i>Satisfactory - functioning and fully compliant with current standards</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>Spring type - satisfactory</i>	
Door Shoes	<i>Satisfactory</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>Satisfactory</i>	
Pit Condition	<i>Satisfactory</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes

The lift retains many of the main steel components from the 1973 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 2000 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.

Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.

Recommended Actions and Budgets (from RAG)

	Item	When	Budget Cost
1.	<i>Reinstate the lift car top light</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Reinstate the auto dialler</i>	<i>Urgently</i>	<i>Maintenance item</i>
4.	<i>Reinstate the two inoperative well lights</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
5.	<i>Clean dust from well equipment</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

6.	<i>Replace the worn main hoist sheeve</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
7.	<i>Reinstall the door detector edges control panel cover</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£575,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£875,000.00</i>

This page is intentionally left blank

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Cromwell Tower
 Cromwell Place
 Barbican
 London EC2Y 8NB

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 2nd October 2024

ILECS Ref: CM241178

Prepared by: Neil Merritt

Lift Details	
Lift ID	<i>Lift C</i>
Lift Serial Number	<i>78SH9259</i>
Type of Lift	<i>Traction passenger/firefighting lift</i>
Manufacturer / Installer	<i>Otis</i>
Rated Load	<i>630kg / 10 person</i>
Year of Installation	<i>Installation 1973 refurbished 2000</i>
Maintenance Provider	<i>Guideline Lift Services</i>
Grouping	<i>Triplex</i>

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	44/03, 02, 01, M, P & 1 to 39	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1360mm x d:1200mm x h:2650mm	Fire / Evac Control	Fire control not to current standard

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - not functioning correctly and requires attention	Red
Car and Emergency Lighting	Fluorescent type car lighting - satisfactory	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards	Green
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Firefighting control fitted and operating correctly	Green

Lift Operations	Comment	RAG Status
Ride Quality	Satisfactory	Green
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Firefighting car controls operating correctly</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Worn but serviceable</i>	
Guarding	<i>Satisfactory</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Hand winding back up battery is not functioning</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - satisfactory as/no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Satisfactory</i>	
C/W Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Safety Gear	<i>Progressive type - satisfactory</i>	

Car Engineer's Controls	<i>Satisfactory - functioning and fully compliant with current standards</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>Spring type - satisfactory</i>	
Door Shoes	<i>Worn and in need of replacement on car doors</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>The door operator lid should be refitted</i>	
Pit Condition	<i>Satisfactory</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes

The lift retains many of the main steel components from the 1973 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 2000 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.

Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.

Recommended Actions and Budgets (from RAG)

	Item	When	Budget Cost
1.	<i>Reinstate the lift car auto dialler</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Reinstate the hand winding buzzer and replace battery</i>	<i>Urgently</i>	<i>Maintenance item</i>
4.	<i>Refit the car door operator cover</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
5.	<i>Clean dust from well equipment</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
6.	<i>Replace the worn car door shoes</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

7.	<i>Reinstate the car top engineers light</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
----	--	----------------------------	-------------------------

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£550,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£850,000.00</i>

This page is intentionally left blank

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Lauderdale Tower
 Lauderdale Place
 Barbican
 London EC2Y 8BY

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 18th October 2024

ILECS Ref: CM241179

Prepared by: Neil Merritt

Lift Details	
Lift ID	Lift A
Lift Serial Number	78SH9280
Type of Lift	Traction passenger lift
Manufacturer / Installer	Otis
Rated Load	630kg / 10 person
Year of Installation	Installation 1974 refurbished 1996
Maintenance Provider	Guideline Lift Services
Grouping	Triplex

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	44/03, 02, 01, P & 2 to 41	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1360mm x d:1200mm x h:2650mm	Fire / Evac Control	Not applicable

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - fully compliant and functioning correctly	Green
Car and Emergency Lighting	Fluorescent type car lighting - Emergency lighting inoperative	Red
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards	Green
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Not applicable	

Lift Operations	Comment	RAG Status
Ride Quality	Satisfactory	Green
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Not applicable</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Worn but serviceable</i>	
Guarding	<i>Satisfactory</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Satisfactory</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - levels lower than required under current standards as 5 units are inoperative/ no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Replace the worn lower left roller which is cracking</i>	
C/W Guide Shoes	<i>Roller type shoes - satisfactory</i>	

Safety Gear	<i>Progressive type - satisfactory</i>	
Car Engineer's Controls	<i>Satisfactory - functioning and fully compliant with current standards</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>Spring type - satisfactory</i>	
Door Shoes	<i>Satisfactory</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>The door operator box lid should be refitted</i>	
Pit Condition	<i>The dirt and debris within the pit should be cleaned</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes
<p><i>The lift retains many of the main steel components from the 1974 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 1996 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.</i></p> <p><i>Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.</i></p>

Recommended Actions and Budgets (from RAG)			
	Item	When	Budget Cost
1.	<i>Reinstate the lift car emergency lighting</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Reinstall the door operator control cover</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
4.	<i>Reinstate the 5 inoperative well lights</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
5.	<i>Clean dust from well equipment and pit floor</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

6.	<i>Reinstate the engineers car top light</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
7.	<i>Replace the worn lower left roller, which is starting to show signs of cracking</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£550,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£850,000.00</i>

This page is intentionally left blank

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Lauderdale Tower
 Lauderdale Place
 Barbican
 London EC2Y 8BY

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 18th October 2024

ILECS Ref: CM241179

Prepared by: Neil Merritt

Lift Details	
Lift ID	<i>Lift B</i>
Lift Serial Number	<i>78SH9281</i>
Type of Lift	<i>Traction passenger lift</i>
Manufacturer / Installer	<i>Otis</i>
Rated Load	<i>1360kg / 20 person</i>
Year of Installation	<i>Installation 1974 refurbished 1996</i>
Maintenance Provider	<i>Guideline Lift Services</i>
Grouping	<i>Triplex</i>

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	44/03, 02, 01, P & 2 to 41	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1400mm x d:2110mm x h:2650mm	Fire / Evac Control	Not applicable

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - not functioning correctly and requires attention	Red
Car and Emergency Lighting	Fluorescent type car lighting - satisfactory	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards, level 41 inoperative	Yellow
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Not applicable	

Lift Operations	Comment	RAG Status
Ride Quality	The lift is noisy during travel due to selector tape rubbing	Yellow
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Not applicable</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Worn but serviceable</i>	
Guarding	<i>Resecure the car top roller shoe and pit guarding</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable, with some broken inner strands at 28th level keep under observation for replacement</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Satisfactory</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - levels lower than required under current standards as 5 units are inoperative/no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Satisfactory</i>	

C/W Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Safety Gear	<i>Progressive type - satisfactory</i>	
Car Engineer's Controls	<i>Satisfactory - functioning and fully compliant with current standards</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>Spring type - Adjust 01 & 14 level doors to self-close</i>	
Door Shoes	<i>Satisfactory</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>Refit the door operator controller & bottom tension wheel switch cover</i>	
Pit Condition	<i>Satisfactory</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes

The lift retains many of the main steel components from the 1974 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 1996 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.

Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.

Recommended Actions and Budgets (from RAG)

	Item	When	Budget Cost
1.	<i>Reinstate the lift car top light</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Reinstate the auto dialler</i>	<i>Urgently</i>	<i>Maintenance item</i>
4.	<i>Reinstate the 5 inoperative well lights</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

5.	<i>Clean dust from well equipment and pit area</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
6.	<i>Reinstate the 41st floor indicator to full operation</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
7.	<i>Reinstall the door operator controller and bottom tension wheel switch cover</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
8.	<i>Reinstate level 01 release key operation</i>	<i>Urgent</i>	<i>Maintenance item</i>
9.	<i>Reinstate the handwinding indicator operation</i>	<i>Urgent</i>	<i>Maintenance item</i>
10.	<i>Adjust 01 and 14 level doors to self-close</i>	<i>Urgent</i>	<i>Maintenance item</i>
11.	<i>Investigate and adjust noisy selector tape</i>	<i>Urgent</i>	<i>Maintenance item</i>
12.	<i>Resecure the loose car top roller shoe and pit guarding</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£575,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£875,000.00</i>

This page is intentionally left blank

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Lauderdale Tower
 Lauderdale Place
 Barbican
 London EC2Y 8BY

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 18th October 2024

ILECS Ref: CM241179

Prepared by: Neil Merritt

Lift Details	
Lift ID	<i>Lift A</i>
Lift Serial Number	<i>78SH9282</i>
Type of Lift	<i>Traction passenger lift</i>
Manufacturer / Installer	<i>Otis</i>
Rated Load	<i>630kg / 10 person</i>
Year of Installation	<i>Installation 1974 refurbished 1996</i>
Maintenance Provider	<i>Guideline Lift Services</i>
Grouping	<i>Triplex</i>

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	44/03, 02, 01, P & 2 to 41	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1360mm x d:1200mm x h:2650mm	Fire / Evac Control	Fire control not to current standard

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - fully compliant and functioning correctly	Green
Car and Emergency Lighting	Fluorescent type car lighting - satisfactory	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards	Green
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Firefighting control fitted but lift fails to operate correctly in firefighting mode	Red

Lift Operations	Comment	RAG Status
Ride Quality	The lift is noisy during travel	Yellow
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Lift fails to operate correctly under firefighting control</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Worn but serviceable</i>	
Guarding	<i>Satisfactory</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Satisfactory</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - levels lower than required under current standards as 7 units are inoperative/ no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Satisfactory</i>	

C/W Guide Shoes	<i>Roller type shoes - left hand bottom shoe worn and requiring replacement</i>	
Safety Gear	<i>Progressive type - satisfactory</i>	
Car Engineer's Controls	<i>Satisfactory - functioning and fully compliant with current standards</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>Spring type - satisfactory</i>	
Door Shoes	<i>Satisfactory</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>The door operator box lid should be refitted</i>	
Pit Condition	<i>The dirt and debris within the pit should be cleaned</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes

The lift retains many of the main steel components from the 1974 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 1996 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.

Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.

Recommended Actions and Budgets (from RAG)

	Item	When	Budget Cost
1.	<i>Reinstate the lift car emergency lighting</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Replace the worn car door operator air cord slow speed door linkage</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
4.	<i>Reinstate the 7 inoperative well lights</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

5.	<i>Clean dust from well equipment and pit floor</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
6.	<i>Reinstate the engineers car top light</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
7.	<i>Replace the worn lower left roller, which is starting to show signs of cracking</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£560,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£870,000.00</i>

This page is intentionally left blank

Barbican Lifts Capital Expenditure Plan –Cromwell Tower

Executive Summary

Scope: Upgrade, repair, and maintain the three lifts in Cromwell Tower: Lift A, Lift B, and Lift C.

Objective: Ensure safety, reliability, compliance, and extended service life.

Timeline: 1-3 years

Budget Estimate: Combined cost of approximately £1,675,000 for modernisation or £2,575,000 for full replacement of all three lifts (based on per-lift estimates).

Full Capital Expenditure Plan Table

Section	Details
Executive Summary	<p>Scope: Upgrade, repair, and maintain the three lifts in Cromwell Tower: Lift A, Lift B, and Lift C.</p> <p>Objective: Ensure safety, reliability, compliance, and extended service life.</p> <p>Timeline: 5 years (2024–2029).</p> <p>Budget Estimate: Combined cost of approximately £1,675,000 for modernisation or £2,575,000 for full replacement of all three lifts (based on per-lift estimates).</p>
Current State	<p>Lift A (78SH9257): Generally good maintenance; components from 1973 with partial modernisation in 2000.- Issues: Inoperative emergency lighting, worn door shoes, dust in control panel.</p> <p>Lift B (78SH9258): Generally good maintenance; components from 1973 with partial modernisation in 2000.- Issues: Auto dialler not functioning, worn hoist sheave, dust in shaft.</p> <p>Lift C (78SH9259): Generally good maintenance; components from 1973 with partial modernisation in 2000.- Issues: Auto dialler and buzzer not functioning, worn door shoes, dust in control spaces.</p>
Action Plan	<p>Lift A Recommendations: Reinstate emergency lighting and hand winding buzzer, replace worn car door shoes, clean control panels and shaft.</p> <p>Cost Estimate: Modernisation: £550,000, Replacement: £850,000.</p> <p>Lift B Recommendations: Reinstate auto dialler, replace main hoist sheave, clean shaft equipment.</p> <p>Cost Estimate: Modernisation: £575,000, Replacement: £875,000.</p> <p>Lift C Recommendations: Reinstate auto dialler and top light, replace worn car door shoes, clean control spaces.</p> <p>Cost Estimate: Modernisation: £550,000, Replacement: £850,000.</p>

Section	Details
Timeline and Phasing	<p>Phase 1 (Year 1): Urgent actions for Lift A, B, and C - fix emergency lighting, auto diallers, and worn components.</p> <p>Phase 2 (Years 2-3): Modernisation, fire controls, further component replacements.</p> <p>Phase 3 (Years 3-5): Full modernisation or replacement based on cost-benefit analysis.</p>
Budget Summary	<p>Lift A: Modernisation: £550,000, Replacement: £850,000.</p> <p>Lift B: Modernisation: £575,000, Replacement: £875,000.</p> <p>Lift C: Modernisation: £550,000, Replacement: £850,000.</p> <p>Total Costs (Cromwell Tower): Modernisation: £1,675,000, Replacement: £2,575,000.</p>
Risks and Compliance	<p>Safety: Emergency lighting, fire controls, and mechanical safety features to meet standards.</p> <p>Accessibility: Controls to be upgraded for disability compliance.</p> <p>Mitigation: Staggered works to minimise resident disruptions in Cromwell Tower.</p>

Cost-Benefit Analysis Table: Phased Works vs. All-At-Once Modernisation/Replacement

Criteria	Phased Works (Over 5 Years)	All-At-Once Modernisation/Replacement
Total Cost (Modernisation)	Potential for higher costs due to inflation over the phased period (estimated 3–5% annually).	Savings by locking in current costs and avoiding inflation.
Total Cost (Replacement)	Potential for higher costs due to inflation and changes in regulatory standards.	Savings by addressing all lifts under current regulations and avoiding future price increases.
Operational Impact	Minimal impact on residents as one lift is modernised/replaced at a time, leaving two lifts operational.	Potential for more significant disruption as works taking place simultaneously, serious consideration on strategy required. (estimated downtime: 3–6 months).

Criteria	Phased Works (Over 5 Years)	All-At-Once Modernisation/Replacement
Project Management Complexity	Longer project duration increases administrative overhead and coordination challenges (working with contractors, scheduling, and approvals).	Shorter project duration reduces administrative burden and complexity.
Compliance Risks	Phased work risks lifts not meeting updated regulations introduced mid-project, requiring adjustments or reworks.	All lifts brought to compliance at the same time, ensuring regulatory alignment under current standards.
Funding Requirements	Costs are spread over multiple years, allowing for better alignment with annual budgets.	Requires significant upfront funding, which could strain budgets or require external financing.
Resident Satisfaction	Higher satisfaction due to staggered disruptions but prolonged project duration may frustrate some residents.	Residents may face short-term dissatisfaction due to simultaneous lift downtime but appreciate faster project completion.
Maintenance Costs	Maintenance for the remaining outdated lifts continues during the phased period, potentially increasing costs.	Maintenance costs are minimised as all lifts are modernised/replaced at once.
Risk of Further Deterioration	Ageing components in lifts waiting for future phases may deteriorate further, leading to increased maintenance needs or unexpected failures.	Minimal risk of deterioration as all lifts are modernised/replaced simultaneously.

Summary of Key Considerations

Scenario	Key Benefits	Key Risks/Drawbacks
Phased Works	Spreads costs over time. Minimises disruption to residents.	Higher overall cost due to inflation. Risk of unexpected failures or non-compliance mid-project.
All-At-Once Approach	Lower total cost by avoiding inflation. Ensures regulatory compliance. Faster completion.	Requires upfront funding. Significant short-term disruption to residents.

Recommendation

- **Phased Works** may be better if funding is a constraint and minimising resident disruption is a priority.
- **All-At-Once Modernisation** is recommended if sufficient funding is available and a shorter project timeline with lower long-term costs benefits and longevity in residents' satisfaction.

Barbican Lifts Capital Expenditure Plan – Lauderdale Tower

Executive Summary

Scope: Upgrade, repair, and maintain the three lifts in Lauderdale Tower: Lift A, Lift B, and Lift C.

Objective: Ensure safety, reliability, compliance, and extended service life.

Timeline: 1-3 years

Budget Estimate: Combined cost of approximately £1,675,000 for modernisation or £2,575,000 for full replacement of all three lifts (based on per-lift estimates).

Full Capital Expenditure Plan Table

Section	Details
Executive Summary	<p>Scope: Upgrade, repair, and maintain the three lifts in Lauderdale Tower: Lift A, Lift B, and Lift C.</p> <p>Objective: Ensure safety, reliability, compliance, and extended service life.</p> <p>Timeline: 5 years (2024–2029).</p> <p>Budget Estimate: Combined cost of approximately £1,685,000 for modernisation or £2,595,000 for full replacement of all three lifts (based on per-lift estimates).</p>
Current State	<p>Lift A (78SH9280): Generally good maintenance; components from 1973 with partial modernisation in 2000.- Issues: Inoperative emergency lighting, worn door shoes, dust in control panel.</p> <p>Lift B (78SH9281): Generally good maintenance; components from 1973 with partial modernisation in 2000.- Issues: Auto dialler not functioning, worn hoist sheave, dust in shaft.</p> <p>Lift C (78SH9282): Generally good maintenance; components from 1973 with partial modernisation in 2000.- Issues: Auto dialler and buzzer not functioning, worn door shoes, dust in control spaces.</p>
Action Plan	<p>Lift A Recommendations: Reinstate emergency lighting and hand winding buzzer, replace worn car door shoes, clean control panels and shaft.</p> <p>Cost Estimate: Modernisation: £550,000, Replacement: £850,000.</p> <p>Lift B Recommendations: Reinstate auto dialler, replace main hoist sheave, clean shaft equipment.</p> <p>Cost Estimate: Modernisation: £575,000, Replacement: £875,000.</p> <p>Lift C Recommendations: Reinstate auto dialler and top light, replace worn car door shoes, clean control spaces.</p> <p>Cost Estimate: Modernisation: £560,000, Replacement: £870,000.</p>

Section	Details
Timeline and Phasing	<p>Phase 1 (Year 1): Urgent actions for Lift A, B, and C - fix emergency lighting, auto diallers, and worn components.</p> <p>Phase 2 (Years 2-3): Modernisation, fire controls, further component replacements.</p> <p>Phase 3 (Years 3-5): Full modernisation or replacement based on cost-benefit analysis.</p>
Budget Summary	<p>Lift A: Modernisation: £550,000, Replacement: £850,000.</p> <p>Lift B: Modernisation: £575,000, Replacement: £875,000.</p> <p>Lift C: Modernisation: £560,000, Replacement: £870,000.</p> <p>Total Costs (Lauderdale Tower): Modernisation: £1,685,000, Replacement: £2,595,000.</p>
Risks and Compliance	<p>Safety: Emergency lighting, fire controls, and mechanical safety features to meet standards.</p> <p>Accessibility: Controls to be upgraded for disability compliance.</p> <p>Mitigation: Staggered works to minimise resident disruptions in Lauderdale Tower.</p>

Cost-Benefit Analysis Table: Phased Works vs. All-At-Once Modernisation/Replacement

Criteria	Phased Works (Over 5 Years)	All-At-Once Modernisation/Replacement
Total Cost (Modernisation)	Potential for higher costs due to inflation over the phased period (estimated 3–5% annually).	Savings by locking in current costs and avoiding inflation.
Total Cost (Replacement)	Potential for higher costs due to inflation and changes in regulatory standards.	Savings by addressing all lifts under current regulations and avoiding future price increases.
Operational Impact	Minimal impact on residents as one lift is modernised/replaced at a time, leaving two lifts operational.	Potential for more significant disruption as works taking place simultaneously, serious consideration on strategy required. (estimated downtime: 3–6 months).

Criteria	Phased Works (Over 5 Years)	All-At-Once Modernisation/Replacement
Project Management Complexity	Longer project duration increases administrative overhead and coordination challenges (working with contractors, scheduling, and approvals).	Shorter project duration reduces administrative burden and complexity.
Compliance Risks	Phased work risks lifts not meeting updated regulations introduced mid-project, requiring adjustments or reworks.	All lifts brought to compliance at the same time, ensuring regulatory alignment under current standards.
Funding Requirements	Costs are spread over multiple years, allowing for better alignment with annual budgets.	Requires significant upfront funding, which could strain budgets or require external financing.
Resident Satisfaction	Higher satisfaction due to staggered disruptions but prolonged project duration may frustrate some residents.	Residents may face short-term dissatisfaction due to simultaneous lift downtime but appreciate faster project completion.
Maintenance Costs	Maintenance for the remaining outdated lifts continues during the phased period, potentially increasing costs.	Maintenance costs are minimised as all lifts are modernised/replaced at once.
Risk of Further Deterioration	Ageing components in lifts waiting for future phases may deteriorate further, leading to increased maintenance needs or unexpected failures.	Minimal risk of deterioration as all lifts are modernised/replaced simultaneously.

Summary of Key Considerations

Scenario	Key Benefits	Key Risks/Drawbacks
Phased Works	Spreads costs over time. Minimises disruption to residents.	Higher overall cost due to inflation. Risk of unexpected failures or non-compliance mid-project.
All-At-Once Approach	Lower total cost by avoiding inflation. Ensures regulatory compliance. Faster completion.	Requires upfront funding. Significant short-term disruption to residents.

Recommendation

- **Phased Works** may be better if funding is a constraint and minimising resident disruption is a priority.
- **All-At-Once Modernisation** is recommended if sufficient funding is available and a shorter project timeline with lower long-term costs benefits and longevity in residents' satisfaction.

LIFT ASSET OVERVIEW REPORT

Site: Barbican Estate
 Cromwell Tower
 Cromwell Place
 Barbican
 London EC2Y 8NB

Client: Barbican Estate
 Barbican Estates Office
 3 Lauderdale Place
 Barbican
 London EC2Y 8EN

Date of Survey: 2nd October 2024

ILECS Ref: CM241178

Prepared by: Neil Merritt

Lift Details	
Lift ID	<i>Lift C</i>
Lift Serial Number	<i>78SH9259</i>
Type of Lift	<i>Traction passenger/firefighting lift</i>
Manufacturer / Installer	<i>Otis</i>
Rated Load	<i>630kg / 10 person</i>
Year of Installation	<i>Installation 1973 refurbished 2000</i>
Maintenance Provider	<i>Guideline Lift Services</i>
Grouping	<i>Triplex</i>

INTERNATIONAL LIFT & ESCALATOR CONSULTANTS

ILECS Limited, The Old Mistley Clinic, New Road, Mistley, Manningtree, Essex CO11 1ER
Telephone: 01206 399 555 **Email:** info@liftconsultants.co.uk **Web:** www.liftconsultants.co.uk

General Lift Information			
Rated Speed	2.5m/s	Car Entrance Type	Automatic 2 panel side opening
Drive Type	DC static inverter	Landing Entrance Type	Automatic 2 panel side opening
Number of Stops / Openings	44/03, 02, 01, M, P & 1 to 39	Number of Car Entrances	Single side opening
Call Control	Full collective	Entrance Dimensions	w:900mm x h:2100mm
Car Dimensions	w:1360mm x d:1200mm x h:2650mm	Fire / Evac Control	Fire control not to current standard

Lift Car	Comment	RAG Status
General Condition	Some marks and light scratches but generally good	Green
Car Pushes	All pushes functioning correctly	Green
Car Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Not compliant with disabled access standards due to arrangement of pushes being located in the front return	Yellow
Alarm and Auto Dialler	Compliant auto dialler with landline fitted - not functioning correctly and requires attention	Red
Car and Emergency Lighting	Fluorescent type car lighting - satisfactory	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Other Features	Amtico tiled floor in good condition	Green

Landings	Comment	RAG Status
Landing Pushes	All pushes functioning correctly	Green
Landing Signalisation	Audible and visual signalisation - LED dot matrix indicators - functioning correctly	Green
Compliance	Pushes and signalisation compliant with all current relevant standards	Green
Landing Door Operation	Satisfactory	Green
Emergency Unlocking	Euro type lock releases on all floors - operating correctly	Green
Door Finishes and Condition	Some marks and light scratches but generally good	Green
Fire / Evac Control Station	Firefighting control fitted and operating correctly	Green

Lift Operations	Comment	RAG Status
Ride Quality	Satisfactory	Green
Floor Levelling	Floor levels are satisfactory	Green
Door Operation	Satisfactory	Green

Door Protection	<i>Full height edge protection - functioning correctly</i>	
Firefighting / Evac Operation	<i>Firefighting car controls operating correctly</i>	

Machinery Spaces	Comment	RAG Status
Location	<i>Machine room above lift well</i>	
Signage	<i>Satisfactory</i>	
Access	<i>Via top floor</i>	
Lighting	<i>Fluorescent & LED type; satisfactory / emergency lighting fitted and functioning</i>	
Cleanliness	<i>Some surface dust over controller and components</i>	
General Safety & Security	<i>The machine room is locked</i>	
Machine	<i>DC gearless machine - worn but serviceable</i>	
Gearbox Oil Levels	<i>Not applicable; gearless machine with no oil</i>	
Brake	<i>Drum brake - worn but serviceable</i>	
Sheaves	<i>Worn but serviceable</i>	
Guarding	<i>Satisfactory</i>	
Component Lubrication	<i>Satisfactory</i>	
Motor Generator / Static Inverter	<i>Satisfactory</i>	
Suspension Number/Size	<i>6 x steel ropes - 13mm</i>	
Suspension Condition	<i>Worn but serviceable</i>	
Overspeed Governor	<i>Centrifugal type - worn but serviceable</i>	
Controller	<i>Microprocessor based design - worn but remains serviceable</i>	
Ancillary Electrics	<i>Satisfactory</i>	
UPS and Batteries	<i>Hand winding back up battery is not functioning</i>	
Drawings and Diagrams	<i>A full set of encapsulated drawings are present on site</i>	
Release and Lowering Tools	<i>A full set of tools are available on site</i>	
Records and Certificates	<i>The maintenance log features a comprehensive history of site visits and incidents</i>	
Additional Features / Comments	<i>None</i>	

Lift Well and Equipment	Comment	RAG Status
Well Lighting & Emergency Lighting	<i>Fluorescent type - satisfactory as/no emergency lighting fitted</i>	
General Condition	<i>Some light dust over equipment and components</i>	
Guides	<i>Satisfactory</i>	
Car Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Counterweight Condition	<i>Satisfactory</i>	
C/W Guide Shoes	<i>Roller type shoes - satisfactory</i>	
Safety Gear	<i>Progressive type - satisfactory</i>	

Car Engineer's Controls	<i>Satisfactory - functioning and fully compliant with current standards</i>	
Well / Car Electrification	<i>Satisfactory</i>	
Lubrication	<i>Satisfactory</i>	
Door Operator Condition	<i>Worn but serviceable</i>	
Door Locks	<i>Satisfactory</i>	
Door Hangers / Rollers	<i>Worn but serviceable</i>	
Door Closing Mechanism	<i>Spring type - satisfactory</i>	
Door Shoes	<i>Worn and in need of replacement on car doors</i>	
Safety & Security	<i>Satisfactory</i>	
Covers & Guards	<i>The door operator lid should be refitted</i>	
Pit Condition	<i>Satisfactory</i>	
Drip Trays	<i>N/A</i>	
Sheaves	<i>Satisfactory</i>	
Buffers	<i>Hydraulic type - worn but serviceable</i>	
Pit Electrification	<i>Satisfactory</i>	
Additional Features/ Comments	<i>None</i>	

Additional Comments and Notes

The lift retains many of the main steel components from the 1973 installation, these being the guides, counterweight, lift car and hoist motor, which remain in reusable condition. The lift underwent a partial modernisation in 2000 consisting of a new control panel with static DC drives. The landing entrances were replaced in full, with fire rated doors. All new car and landing call stations and signalization were installed.

Generally the lift is operating within its original design criteria with acceptable ride and door operation still being experienced. The standard of the preventative maintenance received is good. Although improvements are required around keeping down dust levels, which could improve and prevent component overheating of the control panel drives, with filters and fans entries being kept clear.

Recommended Actions and Budgets (from RAG)

	Item	When	Budget Cost
1.	<i>Reinstate the lift car auto dialler</i>	<i>Urgently</i>	<i>Maintenance item</i>
2.	<i>Clean the control panel fan filters and drive fans</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
3.	<i>Reinstate the hand winding buzzer and replace battery</i>	<i>Urgently</i>	<i>Maintenance item</i>
4.	<i>Refit the car door operator cover</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
5.	<i>Clean dust from well equipment</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
6.	<i>Replace the worn car door shoes</i>	<i>As soon as possible</i>	<i>Maintenance item</i>

7.	<i>Reinstate the car top engineers light</i>	<i>As soon as possible</i>	<i>Maintenance item</i>
----	--	----------------------------	-------------------------

Summary	
Overall standard of maintenance	<i>Generally good but housekeeping requires attention</i>
Overall general condition	<i>Obsolete and requiring attention</i>
Overall compliance with current standards	<i>Complies with general but not disabled access standards</i>
Estimated remaining service life before replacement / modernisation should be considered	<i>Consider now</i>
Budget costs for modernisation (at today's prices)	<i>£550,000.00</i>
Budget costs for full replacement (at today's prices)	<i>£850,000.00</i>

This page is intentionally left blank

Agenda Item 8

Committee(s): Barbican Residential Committee Barbican Estate Residents Consultation Committee	Dated: 17 February 2025 3 February 2025
Subject: Transformation Board Report	Public
This proposal:	The report includes information on the progress of the Transformation Board following the Altair Report findings in 2022
If so, how much?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: The Executive Director of Community & Children's Services	For Information
Report author: Daniel Sanders – Assistant Director – Barbican Estate	

Summary

The Transformation Board was set up in response to the Altair report findings in 2022. It is a combination of members, officers and resident representatives and the purpose of the Board is to review, discuss, support and oversee the implementation of recommendations set out in the Altair report to improve services to the Corporations leaseholders and residents.

The appendix "Transformation Progress review" clearly sets out the progress made against the recommendations made by Altair report to date and an itemised list of things that need to be done during 2025.

Recommendation(s)

The Committee is asked to:

- Note the contents of the report

Main Report

Appendix 1 sets in detail the progress made against the key recommendations and are summarised as:

- Leadership and Structure
- Processes

- Technology
- Repairs & Maintenance
- Items for 2025

The Transformation Board agreed at their last meeting significant progress against the Altair findings had been made and that the remaining workstreams were classed as “business as usual” and it was appropriate for these items to be administered by the Assistant Director for Barbican reporting to the monitoring committee to ensure progress is maintained at an appropriate pace. The monitoring committee will report to the RCC/BRC on progress moving forward. The Transformation Boards last meeting will be in March 2025 where there will be a focus on transitioning remaining workstreams.

The Transformation Board considered reporting to leaseholders several times with the aim of keeping residents fully informed of the board’s work. This proved difficult as many items within the programme were commercially and/or people sensitive and discretion was required within many areas of the boards work.

Appendices

Appendix 1 - Transformation Progress Review

Contact: Daniel Sanders – dan.sanders@cityoflondon.gov.uk

Daniel Sanders – Assistant Director – Barbican Estate

PROGRESS ON THE BEO REVIEW

UPDATES FROM THE
ALTAIR REPORT



Dear Residents,

I'm delighted to share this progress review with you, providing updates from across the estate, primarily focusing on the work of the Transformation Board, which was set up in response to the Altair Report findings in late 2022.

2024 has been a time of significant progress and engagement, and I'd like to take a moment to highlight some of the key milestones. This report will include some of the findings and recommendations of the Altair report, and what work has been done across the estate to introduce improvements.

Our team has been working hard to enhance the services provided by the Barbican Estate Office, and make the Barbican a great place to live, work and enjoy. From infrastructure improvements to exciting new technology, there's much to look forward to as we continue to build on the strong foundations laid over the past year.

In 2025 we will be focusing on the final stages of the Transformation Programme, and transitioning to business as usual.

Thank you for your continued support.

Best,
Daniel Sanders
Assistant Director of the Barbican Estate



Leadership & structure



Report findings:

Roles within the BEO structure lack the influence, control and oversight to ensure a customer first culture.

Recommendation:

Introduce roles and teams dedicated to the Barbican Estate only.

In 2024:

- 01.** The City of London Corporation appointed Dan Sanders as the dedicated Assistant Director for the Barbican Estate.
- 02.** The Repairs Team previously shared with the Housing Division was split to ensure there are officers dedicated to the Barbican Estate.
- 03.** The Service Charge and Revenue team now reports directly to the Assistant Director of the Barbican Estate to ensure complete accountability throughout the service charge process.
- 04.** The Major Works Team, previously shared with the Housing Division was split to introduce a dedicated team working on the Major Works programme for the Barbican Estate.
- 05.** A dedicated Contracts Manager is now in post (Dan Castle), with a dedicated Project Manager role newly introduced and currently out for recruitment.
- 06.** A Co-ordinator role was introduced to oversee reporting and standards, plus two administration roles for finance and property services.
- 07.** A clearer split of responsibility between Resident Engineers and third-party contractors was required, the new repairs and maintenance contract has been procured, which includes clarity on contractor's responsibilities.
- 08.** A restructure of all management roles and responsibilities was approved by committees and issued to both staff and leaseholders in early 2025. The restructure has been designed to support the operational requirement of running the estate, influenced by findings and recommendations of the Altair report.

Processes



Recommendation:

The BEO should implement City performance management framework, values and behaviours. Processes need to be reviewed and purposefully documented.

In 2024:

- 01.** Objective setting, regular 121 meetings to discuss performance, appraisals for all staff and regular team meetings on performance, communications and improvements have been implemented.
- 02.** A pool of staff employed directly by the City of London Corporation has been created to cover holiday and sickness. This will ensure high standards of service are maintained, reduce costs, and means we are not reliant on temporary agency staff.
- 03.** A set of Standard Operating Procedures have now been produced and implemented, removing a heavy reliance on individual knowledge. These will be continually reviewed and updated annually.
- 04.** To ensure consistency and timeliness of contractor works, the new repairs and maintenance contract provides KPIs on Standard Operating Procedures, with contractual penalty clauses if standards are not met
- 05.** An enhanced quality inspection programme has been introduced to ensure standards of work are being met by our third-party contractors, this includes monitoring by qualified BEO officers such as the Project Manager and Head of Property Services overseeing works with a technical background and expertise.
- 06.** We will periodically ensure value for money by driving efficiency looking at contracts, live spend, repair trends and reacting to this data to ensure best value. We are also committed to doing a benchmarking review against a similar sized private development in 2025.
- 07.** Performance monitoring against agreed KPIs and service standards to be monitored throughout the year by budget holders to ensure value for money.
- 08.** We have produced an annual reporting schedule which will be received by committees and their sub groups, to ensure transparency throughout our service delivery, this will be made publicly available.

Technology

Implementation of a new resident portal & app

We are finalising the new resident portal and app, which will be available to use on mobiles, tablets, or computers in April 2025.

An alternative solution is being worked on for any residents who are not online.

- 
- Report repairs
 - Make enquiries to the BEO
 - Manage key permissions
 - Parcel notifications
 - Keep up to date with estate news
 - Find out about local events & things to do

01. This will provide a centralised, single point of contact for reporting repairs or estate issues.

02. We will provide live updates on urgent service issues such as lift outages.

03. Service charge communications will be provided via the portal/ app, with email and push notifications to notify residents of key information.

04. Formal and informal complaints will be logged, actioned and followed up on via the portal/ app, with positive customer experience prioritised.

05. Quick and easy access to centralised policies and forms for resident (such as to rent a storage locker).

Systems

Over the past two years the BEO has been working on implementing a new Housing Management System.

01. All repairs are now logged with our contractors through this system.

02. This provides a clear process of scheduling repair responses and appropriate follow-ups.

Repairs and maintenance

Report findings:

Process and monitoring failures were identified, alongside a lack of strength in quality inspections and technical knowledge possessed by the BEO.

Water penetration

- Following a formal review of water penetration and window issues we established over 2000 points of water penetration across the Estate. In response we set up a project team funded by the City of London Corporation, which is dedicated to identifying these leaks, making temporary repairs and creating long lasting solutions, specifications of which are currently being written.



Windows

- We have carried out over 100 temporary window repairs the cost of which has been covered by the Corporation and we are writing specifications for targeted replacements in relation to roofs and balconies.

What's next?

- Following conclusion of these projects and in tandem with their continued progress, we are also ensuring strict processes are in place for maintaining new warranties and providing planned preventative maintenance programmes to preserve our assets to their expected lifecycle (and beyond where possible).

Who's working on it?

- This work is underpinned by the introduction of qualified roles within the BEO to ensure we have the technical resources and capabilities to oversee and monitor repairs and projects across the estate.

New contractors

- We have appointed Chigwell Construction as our new primary repairs contractor and look forward to working with them with our new agreed standards and contractual structure as of 1st April 2025.

Coming in 2025

2025 will see the Barbican Estate Office move into 'business as usual' as the Transformation Board dissolves in March 2025.

The dissolving of the board does not mean all work is complete, but that the ownership of the remaining workstreams detailed below sits with the Assistant Director for delivery, this will be monitored by the Reporting Committee, RCC and BRC to ensure delivery. The following objectives will be part of ongoing operational improvements throughout the year.



Frontline services

A review of front-line services will be undertaken, this was considered to be an item for review in 2025 once the Assistant Director has a structured and operational management office to properly administer.



Service level agreements

We will conduct a review of service level agreements with a view to ensure they are suitable for the estate and in line with legislation and industry best practice.



Governance review

There will be a review of governance to ensure fair and equal representation, compliance with legislation and reduce duplication of efforts.



Service charge budget

A clearly broken down and transparent budget for 2025/2026 service charge will be distributed, this will have a focus on ensuring 'value for money'.



Contracts

We will produce a contracts matrix to ensure proper and effective monitoring and start tender exercise at the right times.



'Planned Preventative Maintenance Programme'

We will produce a 'Planned Preventative Maintenance programme' to ensure assets are maintained appropriately and to their expected life (or beyond).



Capital expenditure plan

We will develop a 25-year capital expenditure plan outlining project commitments per block over their cyclical lifespan. This will support the BEO in capital project delivery and leaseholders in financial planning.



Repairs charging

We will progress the City's commitment to addressing maintenance and practice failures that have affected the Barbican Estate in the past, to make a genuine attempt to settle disputes with leaseholders that have arisen out of those issues.

Look out for...

A summer event for residents organised by the Barbican Estate Office. Details will be shared in the weekly bulletin and on noticeboards.

Keep in touch

Join the Barbican mailing list to receive regular email updates and weekly bulletin.

Scan the QR code with your smartphone camera or visit bit.ly/beo-emails



Key contacts

All general enquiries (Barbican Estate Office Reception)

0207 029 3958

Barbican.Estate@cityoflondon.gov.uk

Report a repair to Property Services

0207 029 3909 / 020 7029 3953 for Out of Hours Service

PropertyServices@cityoflondon.gov.uk

Members of the Barbican Transformation Board:

- Judith Finlay - Executive Director of Community & Children's Services
- Dan Sanders - Assistant Director of the Barbican Estate
- Mark Wheatley - Chair of the Barbican Residential Committee
- Anne Corbett - Deputy Chair of the Barbican Residential Committee
- Helen Fentimen - Chair of the Community & Children's Services Committee
- Adam Hogg - Chair of the Barbican Association
- Sandra Jenner - Chair of the Barbican Residents Consultative Committee

The board considered reporting to leaseholders several times with the aim of keeping residents fully informed of the board's work. This proved difficult as many items within the programme were commercially sensitive and discretion was required until completion. We thank you for your patience and understanding.

Agenda Item 9

Committee(s): Barbican Residential Committee – For Decision Barbican Estate Residents Consultation Committee – For Information	Dated: 17 February 2025 3 February 2025
Subject: Brand Mews Canopy	Public
This proposal:	To instruct Avanti Architects to carry out an options appraisal for the assessment of Brandon Mews Canopy
If so, how much?	£36,500
Has this Funding Source been agreed with the Chamberlain’s Department?	City Fund
Report of: The Executive Director of Community & Children’s Services	For Decision
Report author: Daniel Sanders – Assistant Director – Barbican Estate	

Summary

The Brandon Mews Canopy was installed in 1987 as a response to water ingress into the terraced houses. The canopy was installed prior to the Barbican becoming listed and is therefore included within the listing guidelines.

The Canopy is currently visibly and severely degraded and needs professional assessment so we can effectively plan the appropriate course of action to ensure we can maintain the primary function of keeping the Brandon Mews Houses watertight and ensure consideration for the Estate aesthetic and listing requirement.

Recommendation(s)

The Committee is asked to:

- Note the contents of the report.
- Approve the proposal for Avanti to carry out an options appraisal.

Main Report

Following the summary of findings presented and discussed at RCC/BRC in April 2024 (the history of the canopy) we have engaged with Avanti Architects (agreed with Chair of Brandon Mews and Assistant Director Barbican Estate) as the most appropriate firm to carry out a full options appraisal for the Canopy given their professional expertise and the fact they were involved in preparing the listed management guidelines for the Estate in 2002 meaning they have significant relevant knowledge of the Estate.

We are proposing to appoint Avanti to review the following options for the canopy:

- Removal of barrel-vaulted structure and reinstatement of original roofing design (noting the canopy was installed due to water ingress so any original reinstatement would need to include rectifying these issues).
- Replacement (with design amendment) of existing barrel-vaulted structure and covering.
- Replacement (without design amendment) of existing barrel-vaulted structure and covering.
- General refurbishment of barrel structure and replacement of the polycarbonate membrane.

As part of this options appraisal Avanti would assess each option against agreed criteria (to be confirmed) but is likely to include the following:

- Visual impact/view assessment
- Heritage Impact
- Design lifespan/ materials (New and Existing)
- Maintenance requirements and infrastructure required to repair and clean each structure
- Extent and Scope of Works
- Warranties/Guarantee for work/materials and components
- Impact of the works- temporary roofs etc and the buildability
- Cost benefit assessment of each option

As part of the review and included within the fee proposal Avanti are proposing 2 direct resident consultations and 2 meetings with Historic England/C20 society to ensure any proposals/recommendations are fully considerate of stakeholders at this early stage.

Funding Strategy

There is cause for concern from leaseholders over the degradation of the canopy being a result of poor/inadequate maintenance shortening its cyclical lifespan as a result. The proposal requires Avanti to make specific comment on cost attribution and the rationale why.

As previously agreed, the initial proposal for Avanti will be covered by the Freeholder to initiate this important work and once the review and subsequent recommendations are received, the funding strategy for the project itself will be discussed by committee guided by the findings of Avanti Architects report.

Appendices

Appendix 1 – 2404 Brandon Mews Proposal

Contact: Daniel Sanders – dan.sanders@cityoflondon.gov.uk

Daniel Sanders – Assistant Director – Barbican Estate

This page is intentionally left blank

Daniel Sanders MTPI
Assistant Director - Barbican
Community and Children's Services
City of London,
Barbican Estate Office, 3 Lauderdale Place, Barbican, EC2Y 8EN

18th December 2024

Dear Dan

Brandon Mew, Barbican Estate

Thank you again for approaching Avanti Architects. It was a pleasure to meet you and have the opportunity to discuss Brandon Mews. As you know we have a long-standing relationship with the Barbican Estate having been appointed in 2002 to prepare Listed Building Management Guidelines_ Volume 1 for the Residential parts which then lead to the completion of Volume IV_Landscape and part of Vol III covering the Barbican Arts Centre.

It is a hugely exciting project, and we would be delighted to support the City of London plan for the future by undertaking an option appraisal for the roof canopy to ensure Brandon Mews has a sustainable future.

We understand the initial brief is to undertake an option appraisal (including preliminary cost assessment) that considers the following options:

- Removal of barrel-vaulted structure and reinstatement of original roofing design (noting the canopy was installed due to water ingress so any original reinstatement would need to include rectifying these issues
- Replacement (with design amendment) of existing barrel-vaulted structure and covering;
- Replacement (without design amendment) of existing barrel-vaulted structure and covering;
- General refurbishment of barrel structure and replacement of the polycarbonate membrane.

It was noted that while the polycarbonate coverings are visibly quite severely degraded there are currently – at least anecdotally – little active water ingress problems. Specifically on the matter of heritage sensitivity, whilst the polycarbonate cover was installed before listing took place, and is therefore included in the listing, its removal may be less controversial than might otherwise be the case as it would return the Mews with their original upswept light turrets to a more authentic state. Moreover it would restore important original views of the lake to residents in the lower levels of Willoughby House and might therefore be favourably regarded locally. Such a course of action would of course then entail ensuring the re-exposed podium fabric and turrets were made weatherproof, being located directly above the habitable rooms of the Mews themselves. There would also be the question of restricting public access to this area of the podium.

As discussed, we will consult with Historic England during the option appraisal/development process to ensure that the options presented to the stakeholders are fully tested in heritage terms.

25 Chart Street, London, N1 6FA t +44 (0)20 7278 3060 f +44 (0)20 7278 3366 www.avantiarchitects.co.uk

Directors Amir Ramezani, Duncan Finch, Fiona Lamb, Andrew McKeown, Adrian Miles, Andrew Phillips **Associate Director** Guy Michaelov
Associate Georg Schmidt

Offices in London and Cork

Avanti Architects Ltd incorporated in England and Wales under the Companies Act 1985 No. 02119

Each option will also be assessed against criteria to be agreed and which will likely include the following:

- Visual impact/view assessment
- Heritage Impact
- Design lifespan/ materials (New and Existing)
- Maintenance requirements and infrastructure required to repair and clean each structure
- Extent and Scope of Works
- Warranties/Guarantee for work/materials and components
- Impact of the works- temporary roofs etc and the buildability
- Cost benefit assessment of each option

The first two options will involve a greater level of detailed design work to assess the above criteria, given the heritage sensitivities of the mews and our fee outlined below reflects the detailed work required.

Our fee to carry out the Costed Option Appraisal is £36,500 excl VAT. We have assumed a 3 month programme commencing mid February 2025, with draft options ready for review at the end of May, with a further 1 month to review and assimilate comments and feedback.

We have also included for 2 no. direct consultation meetings with residents and 2 no meetings with Historic England/C20 Society. We have also included for regular update meeting with your team during the project.

We have assumed that you can provide the necessary existing drawings, layouts and background information to support our work and that a dimensioned survey will not be required at this stage.

I hope the above outline is a correct understanding of your requirements, but if I have misunderstood the commission in any way do not hesitate to contact me before making a final decision on the appointment. Once again, we would appreciate the opportunity of working with the Barbican team, and I look forward to hearing from you.

Kind regards



Fiona Lamb
Director

Agenda Item 10

Committee(s): Barbican Residential Committee – For Decision Barbican Estate Residents Consultation Committee – For information	Dated: 17 February 2025 3 February 2025
Subject: Service Charge Expenditure and Income Account - Latest Approved Budget 2024/25 and Original Budget 2025/26	Public
This proposal: <ul style="list-style-type: none"> provides statutory duties 	The report includes information on the City Corporation’s statutory Barbican Service Charge function
If so, how much?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: The Executive Director of Community & Children’s Services	For Decision
Report author: Daniel Sanders Assistant Director – Barbican Community and Children’s Services	

Summary

This report sets out the original budget for 2024/25 and 2025/26 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 2025/26 total expenditure including net recharges is £15,116,000 compared to the 2024/25 original approved budget of £17,647,000 a decrease of £2,531,000, mainly related to significantly lower expected cost of Repairs and Maintenance, Supplementary Revenue Projects and energy.

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.

Summary Of Table 1	Original Budget 2024/25 £'000	Original Budget 2025/26 £'000	Movement £'000
Expenditure	(16,316)	(13,785)	2,531
Recharges	(1,331)	(1,331)	0
Other Income	17,647	15,116	(2,531)

Total Net Expenditure	0	0	0
-----------------------	---	---	---

Recommendations

The Committee is requested to:

- Review the provisional 2025/26 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 2025/26. 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 2025/26

The proposed Revenue Budget for 2025/26 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.

Table 1 - Analysis of Service Expenditure	Local, Central Risk or Recharges	Actual 2023-24 £'000	Original Budget 2024-25 £'000	Latest Approved Budget 2024-25 £'000	Original Budget 2025-26 £'000	Movement 2024-25 to 2025-26 £'000	Paragraph Reference
Expenditure							
Employees	L	(3,081)	(3,233)	(3,233)	(3,163)	70	3
Premises Related Expenses							
Repairs and Maintenance	L	(3,282)	(4,817)	(4,817)	(3,692)	1,125	4
Supplementary Revenue Projects	C	(903)	(933)	(1,635)	(85)	848	6
Energy Costs	L	(4,297)	(6,550)	(6,550)	(6,062)	488	5
Rents	L	(116)	(120)	(120)	(120)	0	
Rates	L	(10)	(18)	(18)	(18)	0	
Water Services	L	(0)	(3)	(3)	(3)	0	
Cleaning and Domestic Supplies	L	(301)	(302)	(302)	(302)	0	
Grounds Maintenance Supplies and Services	L	(204)	(212)	(212)	(212)	0	
Equipment, Furniture and Materials	L	(99)	(71)	(71)	(71)	0	
Catering	L	0	(1)	(1)	(1)	0	
Uniforms	L	(3)	(16)	(16)	(16)	0	
Printing, Stationery and Office Exp.	L	(4)	(6)	(6)	(6)	0	
Fees and Services	L	(7)	(1)	(1)	(1)	0	
Contributions to Provisions	L	0	0	0	0	0	
Communication and Computing	L	(14)	(33)	(33)	(33)	0	
Total Expenditure		(12,321)	(16,316)	(17,018)	(13,785)	2,531	
Income							
Total Income	L/C	14,039	17,647	18,349	15,116	(2,531)	
Net Income		1,718	1,331	1,331	1,331	0	
Recharges							
Expenditure	R	(1,882)	(1,457)	(1,457)	(1,457)	0	
Income	R	164	126	126	126	0	
Total Recharges		(1,718)	(1,331)	(1,331)	(1,331)	0	
Total Service Charge Account		0	0	0	0	0	

3. Employee costs has reduced by £70k as the original budget for 2024-25 was overestimated.

Table 2 - Manpower statement	Original Budget 2024/25		Original Budget 2025/26	
	Manpower Full-time equivalent	Estimated cost £'000	Manpower Full-time equivalent	Estimated cost £'000
Service Charge Account	59	(3,233)	59	(3,163)

4. Repairs and maintenance cost have been decreased by £1,125k compared to the original budget. There has been a review carried out on the pricing cost received from our contractors plus a 30% reactive tolerance has been factored into the estimates for 2025-26. Based on the cost submissions from the new Repair & Maintenance contractors we are confident we will see material change in the expenditure, through ensuring an improved rate of repairs, and costing matrix, ensuring quality of works through inspection, triggering incentive and penalisation contract clauses. A breakdown is provided in appendix 1.
5. The Energy cost variance of £488 is largely due to a reduction in the unit price of electricity after the budget was set. When the budget was set the unit price for electricity was very high. When the estate wide heating was switched on, the reduced unit price for electricity was used resulting in the cost being significantly lower than budgeted for. Also, we have received power purchase agreement credits, which has further reduced the energy costs.

Draft Capital and Supplementary Revenue Budgets

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

Service	Project	Project Status	Exp. Pre 01/04/24 £'000	2024/25 £'000	2025/26 £'000	Total £'000
Service Charge	Barbican Estate Redecoration Programme 2020-2025	Capital	2,119	1,610	68	3,797
Service Charge	Tower Lifts Refurbishments	Capital	8	25	17	50
TOTAL BARBICAN RESIDENTIAL (Service Charge)			2,127	1,635	85	3,847

7. Pre-implementation costs comprise feasibility and option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work.
8. 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 2025.
9. Note the table does not include expenditure yet to be approved by Committee. Latest projections for the overall cost of the tower lifts refurbishment project is £7.5m. Please refer to "Tower lifts – committee report" for more detail.
10. The customer care and estate management costs total in appendix 3 include the £1.331m of overheads relating to support services provided by the Guildhall such as Chamberlins, Comptrollers, Insurance and Town Clerks department.
11. The Service Charge Working Party (SCWP) dispute the £459k of DCCS recharges which they believed should be significantly reduced for 25/26 as we are not as reliant on these support services such as project management which is now a designated role within the new BEO structure. The Chamberlins

department and Assistant Director commit to reviewing this in quarter 2 and will come back with a report to the RCC/BRC.

12. The SCWP have asked for a breakdown of recharges under “Barbican Supervision of management” in appendix 1 which covers the support services provided by the Guildhall such as Chamberlins, Comptrollers, Insurance and Town Clerks department. The Chamberlins are understaking a review of the recharges and their allocations which the AD of Barbican will be involved in and a clear and concise breakdown will be provided in quarter 2 and will come back with a report to the RCC/BRC.
13. The budget figures for staffing have been considered and the SCWP have seen a breakdown of all individual staff salaries and on costs feeding into this. There appears to be no notional movement in appendix 3 and this is a reflection of the restructure proposals slightly reducing operating costs offset against inflationary increases awarded to staff in June 24.
14. £17,000 of budgeted cost for the gardening plan previously agreed at committee is within the £50,000 security works under Non-Annually Recurring Items in appendix 3.

Appendices

Appendix 1 = Analysis of Repairs, Maintenance and Minor Improvements

Appendix 2 = Support Services and Capital Charges

Appendix 3 = Estate Cost

Contact: Goshe Munir Goshe.Munir@cityoflondon.gov.uk or

Mark Jarvis Mark.Jarvis@cityoflondon.gov.uk *Chamberlain's Department*

Caroline Al-Beyerty Chamberlain

Judith Finlay Executive Director of Community and Children's Services

Contact: Daniel Sanders Dan.sanders@cityoflondon.gov.uk

Appendix 1 Analysis of Repairs, Maintenance and Minor Improvements

Costs to be charged to Long Lessees and Landlord. (The latter responsible for short term tenancies and voids)	Original Budget 2024/25 £000	Latest Budget 2024/25 £000	Original Budget 2025/26 £000
Responsive and Contract Servicing including Building Miscellaneous Works	(1,995)	(1,995)	(1,425)
IRS maintenance	(40)	(40)	(40)
Responsive and Contract Servicing - Lifts	(481)	(481)	(481)
Drainage Repairs / Remedial Work	(205)	(205)	(205)
Water Penetration	(1,400)	(1,400)	(845)
Sub Total Responsive and Contract Servicing	(4,121)	(4,121)	(2,996)
Asbestos Removal	(110)	(110)	(110)
Water Supply Works	(110)	(110)	(110)
Electrical Testing	(44)	(44)	(44)
Upgrade Safety/Security Installations	(44)	(44)	(44)
Consultants Fees	(273)	(273)	(273)
Emergency lighting to stairs, corridors and plant rooms	(15)	(15)	(15)
Windows Replacements	(100)	(100)	(100)
TOTAL	(4,817)	(4,817)	(3,692)

Appendix 2 Analysis of Support Services and Capital Charges

Support Service and Capital Charges from/to Barbican Service Charges	Actual 2023/24 000	Original Budget 2024/25 000	Latest Approved Budget 2024/25 000	Original Budget 2025/26 000
Support Service and Capital Charges				
Insurance	(56)	(65)	(65)	(73)
IS Staff Recharge	(219)	(28)	(28)	(214)
Total Support Services	(275)	(93)	(93)	(287)
Recharges within Committee				
Cleaning and Lighting	164	126	126	126
Barbican Supervision and Management	(1,070)	(905)	(905)	(711)
Recharges Within Funds				
DCCS	(537)	(459)	(459)	(459)
Contributions to Funds and Provisions				
TOTAL SUPPORT SERVICE AND CAPITAL CHARGES	(1,718)	(1,331)	(1,331)	(1,331)

Appendix 3

Barbican Estate Actual Service Charge Costs 2025/26	As billed Estimate 2024- 25	Estimate 2025-26	Estimate Difference 2025-26
Customer Care			
Costs of Management and Supervision	786,000	786,000	0
Estate Management			
Resident Staff	390,000	390,000	0
Furniture & Fittings	28,000	28,000	0
Window Cleaning	248,000	248,000	0
Cleaning	1,475,000	1,405,000	-70,000
Car Park Attendants	819,000	819,000	0
Lobby Porters	941,000	941,000	0
Residential Services Team	188,000	188,000	0
Sub Total	4,875,000	4,805,000	-70,000
Property Management			
Garchey Maintenance -	324,000	324,000	0
General Repairs	3,295,000	2,278,000	-1,017,000
Technical Services	230,000	230,000	0
Lift Maintenance	485,000	481,000	-4,000
Electricity (Common Parts and Lifts)	1,100,000	1,030,540	-69,460
Heating	5,430,000	5,031,460	-398,540
Sub Total	10,864,000	9,375,000	-1,489,000
Open Spaces			
Garden Maintenance	212,000	212,000	0
Total Annually Recurring Items	15,951,000	14,392,000	-1,559,000
Non-Annually Recurring Items - Major Works			
Building Safety Data	240,000	50,000	-190,000
Water Supply Works	110,000	50,000	-60,000
Asbestos Works	110,000	250,000	140,000
Safety /Security works	44,000	50,000	6,000
Redecorations 2020-2025 Programme	933,000	0	-933,000
Electrical Testing	44,000	100,000	56,000
Roof /Drainage repairs	0	0	0
Replacement Window & Door Frames	100,000	250,000	150,000
Emergency Lighting	15,000	25,000	10,000
Lobby refurbishment - Shakespeare Tower	100,000	0	-100,000
Lift refurbishment - Tower blocks	0	75,000	75,000
Total Non-Annually Recurring Items	1,696,000	850,000	-846,000
TOTAL	17,647,000	15,242,000	-2,405,000

Note - The actual charged for 2024/25 was less than shown on Table 1. This was due to the adjustments made by the Estate Office. These were mainly in respect of energy costs.

Project Costs - We have reduced our projects costs for the year 25/26 and only kept essential H&S works + professional fees for the lift towers project. The reason we have done this is to give us time to create and deliver a 25-year capital expenditure plan - the capital expenditure plan will inform our project timelines and estimated costs providing clarity on timing and allowing leaseholders to financially plan for Ad-Hoc expenditure in advance.

This page is intentionally left blank

Committee(s): Barbican Residential Committee	Dated: 17 February 2025
Subject: Revenue and Capital Budgets - Latest Approved Budget 2024/25 and Original 2025/26 Excluding dwellings service charge income and expenditure	Public
This proposal: • provides statutory duties	The report includes information on the City Corporation's statutory Barbican function
Does this proposal require extra revenue and/or capital spending?	NO
If so, how much?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: The Executive Director of Community & Children's Services	For Decision
Report author: Goshe Munir, Senior Accountant, Chamberlain's Department	

Summary

This report is the annual submission of the revenue and capital budgets overseen by your committee. It seeks approval to the provisional revenue budget for 2025/26, for subsequent submission to the Finance Committee.

The proposed budget for 2025/26 has been prepared within the resource envelope allocated to the Director by Resource Allocation Sub Committee, including a 2% allowance for inflation.

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 1272 car spaces of which some 677 are currently occupied.

- Baggage Stores

The running expenses, capital charges, rent income and service charges relating to 1620 baggage stores, 1,419 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 2024/25	Original Budget 2025/26	Movement
	£'000	£'000	£'000
Expenditure	(4,759)	(4,614)	145
Income	5,228	5,150	(78)
Net Income (Local and Central Risk)	469	536	67
Capital Charges and Support services	(3,833)	(3,791)	42
Total Net Income/Expenditure	(3,364)	(3,255)	109

Overall, the 2025/26 provisional net revenue expenditure budget totals £3,255,000 a decrease of £109,000 compared with the Original Budget for 2024/25 of 3,364,000.

Recommendations

The Committee is requested to:

- Review the provisional 2025/26 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 2025/26. 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 2025/26

3. The proposed Revenue Budget for 2025/26 is shown in Table 1 overleaf analysed between:
 - Local Risk budgets – these are budgets deemed to be 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 2025/26 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% uplift for inflation and the full year impact of pay increases to staff arising from the pay deal effective from July 2024. This does not include any potential new pay deals from July 2025.

Analysis of Service Expenditure	Local or Central Risk	Actual 2023-24 £'000	Original Budget 2024-25 £'000	Latest Approved Budget 2024-25 £'000	Original Budget 2025-26 £'000	Movement OB 2024-25 to OB 2025-26 £'000	Paragraph Reference
EXPENDITURE							
Employees	L	(2,411)	(2,532)	(2,532)	(2,429)	103	6
Premises Related Expenses							Point 7 - Appendix 3
Repairs and Maintenance	L	(1,055)	(1,399)	(1,674)	(1,426)	(27)	
Other Premises Related Expenditure	L	(344)	(326)	(326)	(365)	(39)	
Supplies & Services	L	(261)	(226)	(226)	(253)	(27)	
Transport	L	0	(1)	(1)	(1)	0	
Employees	C	(60)	0	0	0		
Supplementary Revenue Projects	C	(43)	(275)	(514)	(140)	135	8
Total Expenditure		(4,175)	(4,759)	(5,273)	(4,614)	145	
INCOME							
Customer, Client Receipts (mainly rents and non-dwelling service charges)	L	5,387	5,003	5,003	4,925	(78)	9
Charge for insurance	C	443	225	225	225	0	
Total Income		5,830	5,228	5,228	5,150	(78)	
NET INCOME BEFORE SUPPORT SERVICES AND CAPITAL CHARGES		1,655	469	(45)	536	67	
CHARGES							
SUPPORT SERVICES AND CAPITAL CHARGES							
Central Support Services and Capital Charges		(4,268)	(4,458)	(4,458)	(4,222)	236	Point 10 - Appendix 2
Recharges within Fund.		(85)	(154)	(154)	(154)	0	
Recharges within Committee.		906	779	779	585	(194)	11
Total Support Services and Capital Charges		(3,447)	(3,833)	(3,833)	(3,791)	42	
TOTAL NET EXPENDITURE		(1,792)	(3,364)	(3,878)	(3,255)	109	

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 reduced by £103k because the original budget for 2024-25 included a significant one off additional allocation for recruitment cost.

Table 2 - Manpower statement	Original Budget		Original Budget	
	2024/25		2025/26	
Non-Service Charge Staffing	Manpower Full-time equivalent	Estimated cost £000	Manpower Full-time equivalent	Estimated cost £000
Total	33	(2,532)	33	(2,429)

7. Detailed schedule of Repairs and Maintenance costs is provided in Appendix 3.
8. Supplementary Revenue Projects variance is a result from expenditure expected on the projects breakdown listed below under the Draft Supplementary Revenue Budgets table.
9. The reduction in income of £78k is due to loss of income following from the surrender of tenanted flats.
10. Central Support Services and Capital Charges reduction of £236k is mainly a result of lower Capital Charges. A detailed breakdown of the movement on Central Support Services and Capital Charges is presented in Appendix 2.
11. The Recharges within Committee costs are expected to be £194k lower than original budget mainly due to revised cost of service charge.

Potential Further Budget Developments

12. The provisional nature of the 2025/26 revenue budget recognises that further revisions may be required.

Draft Supplementary Revenue Budgets

13. The latest estimated costs for the Committee's draft capital and supplementary revenue projects are summarised in the tables below. Will be presented to the Court of Common Council for formal approval in March 2025.
14. Pre-implementation costs comprise feasibility and option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work.

Service	Project	Project Status	Exp. Pre 01/04/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	Later Years £'000	Total £'000
Landlord	Renew Door Entry System	Capital	20	3				23
Landlord	Beach Gardens Soft Landscaping	Capital	260	363				623
Landlord	Water Sys. Test. Barbican Est	SRP	12					12
Landlord	Fire Door Replacement.	Capital	100	35	140			275
Landlord	Frobisher Crescent Fire Safety	Capital	1,123	53				1,176
Landlord	Beech Grd Barb Podium Waterproof	Capital	4,287	60				4,347
TOTAL BARBICAN RESIDENTIAL (Landlord)			5,802	514	140	0		6,456

Note the table does not include expenditure yet to be approved by Committee. Latest projections for the overall cost of the fire safety doors project is £13.4m.

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

Caroline Al-Beyerty Chamberlain

Judith Finlay Executive Director of Community & Children's Services

Contact: Goshe Munir Goshe.Munir@cityoflondon.gov.uk or

Mark Jarvis Mark.Jarvis@cityoflondon.gov.uk Chamberlain's Department

APPENDIX 1

Analysis by Service Managed	Actual 2023-24	Original Budget	Latest Approved	Original Budget	Movement 2024-2025 to
	£'000	2024-25 £'000	2024-25 Budget £'000	2025-26 £'000	2025-26 £'000
CITY FUND					
Supervision & Management (fully recharged)	0	0	0	0	0
Landlord Services	(2,430)	(3,506)	(4,020)	(3,539)	(33)
Car Parking	(555)	(668)	(668)	(634)	34
Baggage Stores	97	176	176	186	10
Trade Centre	1,105	636	636	734	98
Other non-housing	(10)	(2)	(2)	(2)	0
TOTAL	(1,792)	(3,364)	(3,878)	(3,255)	109

*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 1,272 car spaces. 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 1,620 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 2023/24 £'000	Original Budget 2024/25 £'000	Latest Approved Budget 2024/25 £'000	Original Budget 2025/26 £'000
Support Service and Capital Charges				
Insurance	(445)	(464)	(464)	(483)
IS Recharges	(146)	(130)	(130)	(135)
Capital Charges	(3,177)	(3,272)	(3,272)	(2,872)
Chamberlain	(312)	(396)	(396)	(463)
Comptroller and City Solicitor	(20)	(22)	(22)	(30)
Town Clerk	(156)	(163)	(163)	(227)
City Surveyor	(0)	(0)	(0)	(1)
Other Services	(11)	(11)	(11)	(11)
Total Support Services and Capital Charges	(4,268)	(4,458)	(4,458)	(4,222)
Recharges Within Funds				
Corporate and Democratic Core - Finance Committee	50	50	50	50
HRA	21	7	7	7
Community and Children's Services Committee	(156)	(211)	(211)	(211)
Service Charge Account	906	779	779	585
TOTAL SUPPORT SERVICE AND CAPITAL Charges	(3,447)	(3,833)	(3,833)	(3,791)

* 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 2024/25 £'000	Latest Approved Budget 2024/25 £'000	Original Budget 2025/26 £'000	
<u>Supervision & Management Holding Account</u>				
Estate Office - Breakdown Maintenance	(12)	(12)	(12)	E
Total Supervision & Management Holding Account	(12)	(12)	(12)	
<u>Services and Repairs - Landlords</u>				
Breakdown Maintenance	(767)	(767)	(794)	E
Drains	(114)	(189)	(114)	
Insurance Works	(35)	(35)	(35)	
Dilapidations	(15)	(15)	(15)	
Lift contract servicing	(9)	(9)	(9)	
Asbestos data	(6)	(6)	(6)	
Ventilation	0	(200)	0	A
Redecorations Works	(35)	(35)	(35)	
Total Services and Repairs - Landlords	(981)	(1,256)	(1,008)	
<u>Car Parking</u>				
Breakdown Maintenance - Building	(307)	(307)	(307)	E
Tiling and Screeding	(55)	(55)	(55)	
Total Car Parking	(362)	(362)	(362)	
<u>Stores</u>				
Breakdown Maintenance	(12)	(12)	(12)	E
Total Stores	(12)	(12)	(12)	
<u>Trade Centre</u>				
Breakdown Maintenance	(32)	(32)	(32)	E
Total Trade Centre	(32)	(32)	(32)	
<u>Other non-housing</u>				
Breakdown Maintenance	0	0	0	E
Total Other Non-Housing	0	0	0	
TOTAL	(1,399)	(1,674)	(1,426)	

E = ESSENTIAL

A = ADVISABLE

D = DESIRABLE

Committee(s): Barbican Residential Committee Barbican Estate Residents Consultation Committee	Dated: 17 February 2025 3 February 2025
Subject: BEO Restructure	Public
This proposal:	For the committee to review the BEO Restructure
If so, how much?	£0
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: The Executive Director of Community & Children’s Services	For Information
Report author: Daniel Sanders – Assistant Director – Barbican Estate	

Summary

The current BEO is responsible for:

- 1.) Service charge management (budgets, demands, accounts, balancing adjustments, etc.).
- 2.) Internal Service Delivery (Housekeeping, Resident Engineers and CPA teams).
- 3.) External Service Delivery (Repairs & Maintenance, Lifts 3rd party service delivery).
- 4.) Incoming Communications (incoming queries from leaseholders, residents, and members).
- 5.) Outgoing Communications (live updates, weekly bulletin, timely responses to queries)
- 6.) Commercial Management (management of Commercial tenants across the Estate).

The feedback via committees, independent consultant (Altair) and stakeholder feedback highlights that the current model is not effectively delivering points 2, 3, 4, 5 and struggles to effectively deliver point 1, we currently administer well on Commercial management services.

In 2022 Altair recommended the BEO management structure is irregular when compared to other large residential estate structures, and this makes it difficult to deliver the services the office is obligated to provide.

The new structure aligns the BEO with an industry standard approach to private residential management and provides an organised structure and progression for staff.

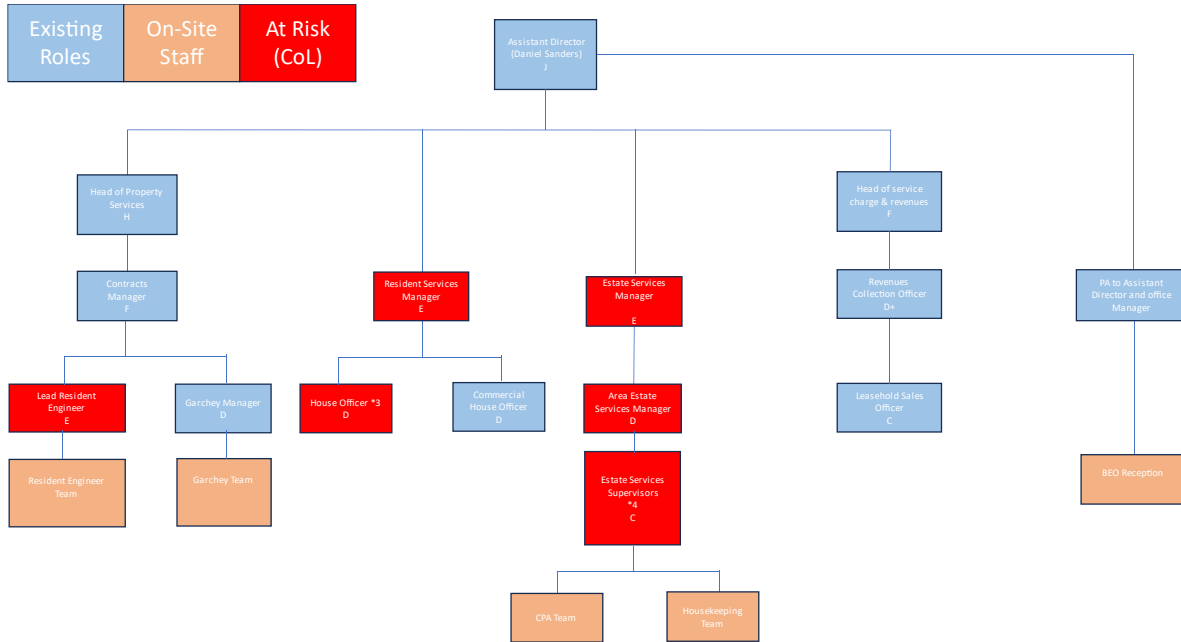
Recommendation(s)

The Committee is asked to:

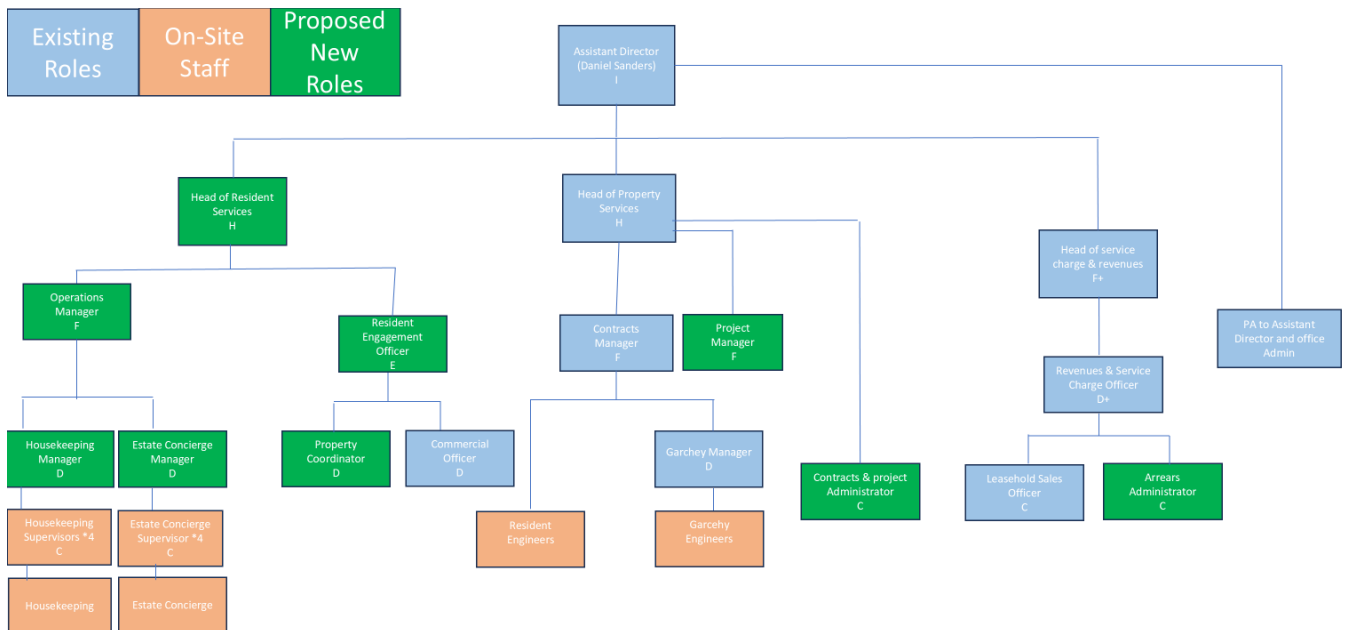
- Note the contents of the report

Main Report

Current BEO Structure



Proposed BEO Structure



These changes are driven by the need to align the BEO with industry standards and respond to feedback from residents, external consultants, and internal operational reviews. Our aim is to create a more efficient, resilient, and future-proof office that can better serve the estate's needs today and for the future.

Key Benefits of the Proposed Changes:

Enhanced Communication and Engagement – Resident Services Team

The introduction of a Resident Engagement Officer and a Property Coordinator will ensure timely and effective communication with leaseholders. This includes regular updates, a robust communications strategy, and better responsiveness to resident queries. This team will be led by a Head of Resident Services and replaces the old format of “house officers”.

This team will have a dedicated focus on integrating new technologies, such as the upcoming Barbican App, which will streamline interactions and provide real-time updates.

The department will primarily be responsible for:

Communication and Coordination

Resident Engagement

Service Accountability

Operational Oversight and Efficiency

Complaint Resolution

Long-term Community Building and Legacy

Improved Service Delivery and Accountability – Operations Team

A clearer and more streamlined structure will ensure that service responsibilities are better defined and delivered.

A new Operations Manager role will focus on stakeholder collaboration, and overall service quality across site operations (housekeeping and estate concierge).

A reduction in the amount of office-based Estate supervisors supplemented by duty managers in the housekeeping and concierge departments will deliver an increase in responsibilities within front line services, offering skill progression, career development and resilience by removing hierarchal layers and promoting knowledge sharing, career development and service improvement.

Focused local management – Property Services

The property services department benefit from a dedicated Project Manager that will be responsible for local project management and dedicated to the Barbican ensuring we are less reliant on shared internal departments within the City of London or external project management at costs and will deliver continuity across the service.

Administration Support

The addition of administrative support to the property services and finance departments will offer improved operational efficiency, better coordination and support us in delivering the first-class service standard we are striving for.

Resilience

By reducing reliance on single points of failure and incorporating new technologies, the office will operate more robustly. This change ensures continuity of service even during staff transitions or unforeseen challenges.

Operational and Financial Efficiency:

With redefined roles and responsibilities, we are reducing duplication and enhancing productivity. A reduced reliance on agency staff and better resource allocation will drive cost-effectiveness, ultimately benefiting the service charges.

Appendices

Appendix 1 – Proposed New Staff Structure

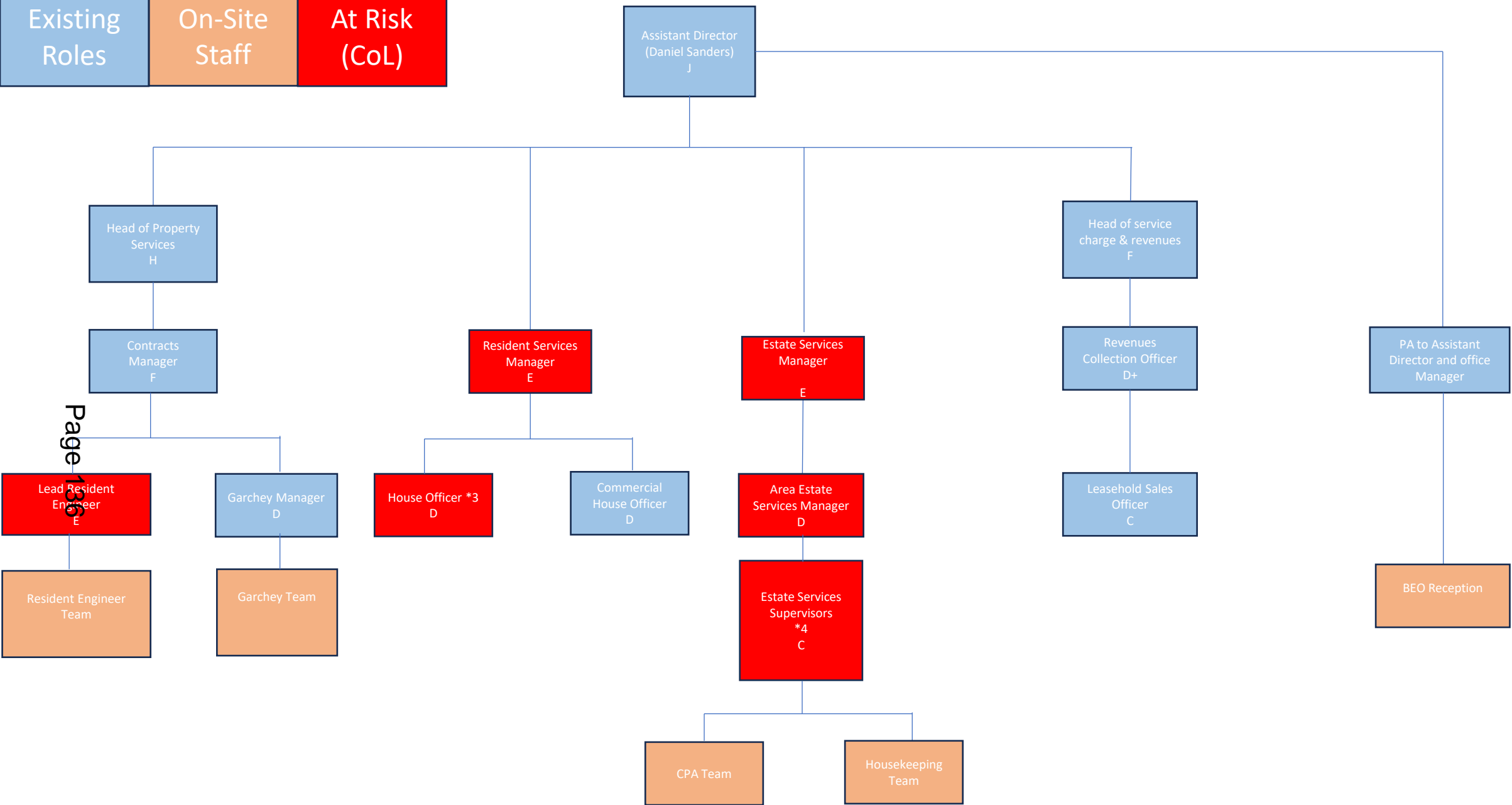
Contact: Daniel Sanders – dan.sanders@cityoflondon.gov.uk

Daniel Sanders – Assistant Director – Barbican Estate

Barbican Staffing Review

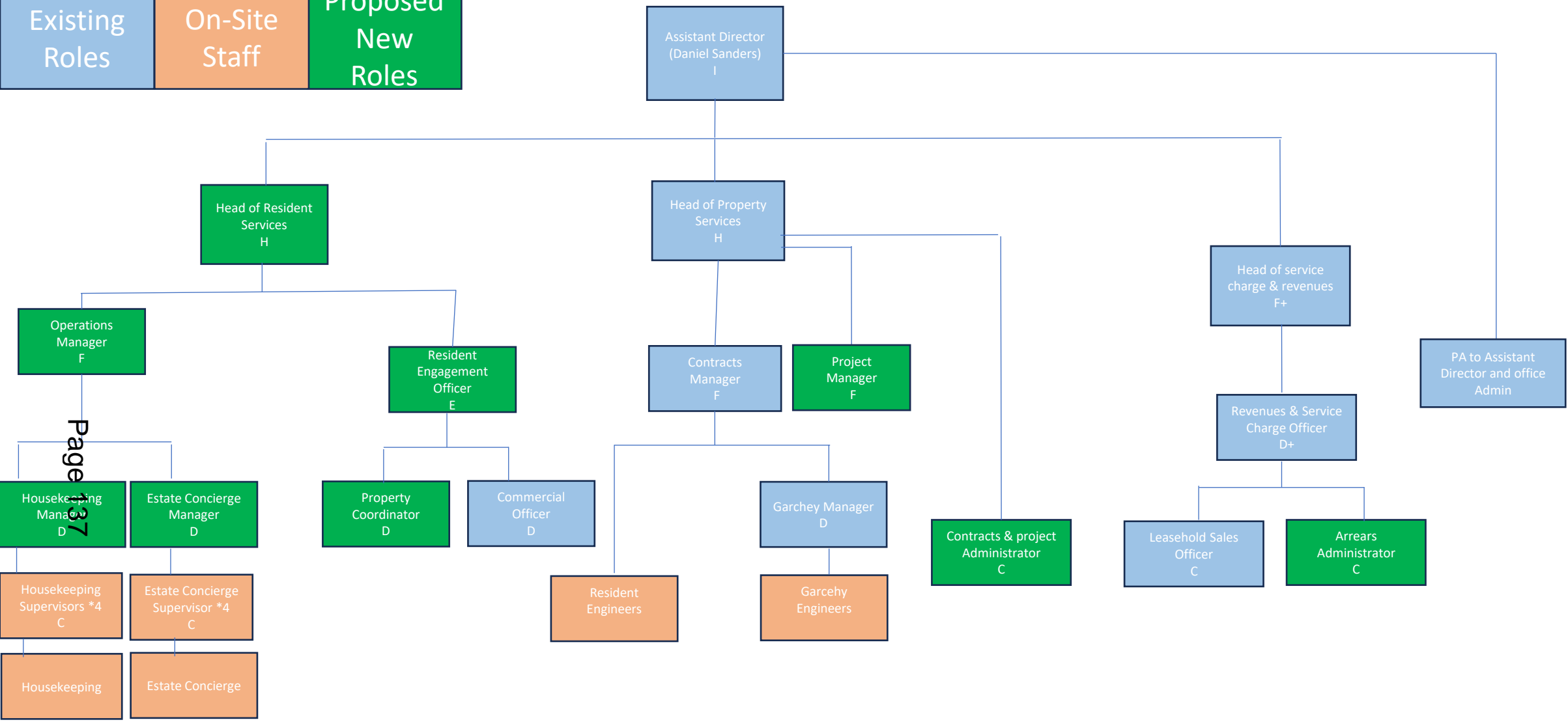


Existing Roles	On-Site Staff	At Risk (CoL)
----------------	---------------	---------------



Page 100

Existing Roles	On-Site Staff	Proposed New Roles
----------------	---------------	--------------------



This page is intentionally left blank

Committee: Barbican Residential Committee - For information	Dated: 17 February 2025
Subject: Barbican Commercial Arrears (Appendix 1 is Non-public)	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	All
Does this proposal require extra revenue and/or capital spending?	N
Report of: Judith Finlay Executive Director of Community and Children's Services	For Information
Report author: Rebecca Bello House Officer Barbican Estate Office	

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 £163,040

	Number of commercial tenants
Charges raised for period	£2,215,009
Target level of gross arrears: 2%	24

This is the target set previously when reporting commercial arrears.

Actual level of gross arrears: 7.4%

Age Analysis of Debt:

Value of debts

3-6 months	£ 40,782	7
6-12 months	£ 71,530	6
12-24 months	£ 42,794	3
Over 24 months	£ 7,934	2
Total	£ 163,040	

Action taken

Amounts referred to Comptroller for recovery action	£ 6,231.85	1
Amounts in dispute	£ 6,118.66	1
Amounts to be written off	£ 0	
Net debt outstanding	£ 12,350.51	

4. Of the 24 commercial tenants, ten have arrears and unpaid invoices varying between three and over 24 months old.

Previous reported arrears:

2018 level of arrears 1.2% with arrears at £21,798.06

2019 level of arrears 0.7% with arrears at £11,514.12

Arrears were not reported in 2020

2021 level of arrears 8.7% with arrears at £172,951.60

2022 level of arrears 13.4% with arrears at £275,535.86

2023 level of arrears 7.1% with arrears at £146,896.95

2024 level of arrears 7.4% with arrears at £163,039.70

5. The level of arrears demonstrates the continued difficult trading conditions the tenants are facing with increased energy and business operating costs making this a challenging time for our commercial tenants. Rent deferrals and rent-free periods were offered to qualifying tenants up to and including the March 2021 quarter and most tenants have now cleared their deferred rent arrears. Four of the ten tenants with arrears covered in this report had previously agreed either a full or a partial rent deferral in recognition of the effect of the pandemic. Officers from the Barbican Estate Office (BEO) have agreed rent repayment plans with tenants where applicable and are chasing payment of unpaid invoices.
6. There are ten tenants with arrears and two of these are qualifying tenants with rent deferrals remaining from the pandemic. Of these two tenants, repayment schemes have been agreed and one tenant has been making all their regular monthly payments as set out. The remaining tenant with arrears from the pandemic has an agreed a repayment plan but hasn't kept to making their regular payments and as such if they don't take steps to bring the arrears back to the

agreed schedule then their case will be referred to the Comptroller and City Solicitor (C&CS) for recovery.

7. The BEO will pursue payment with the tenants and they expect to receive payment soon in most cases. One tenant has disputed their arrears and the BEO and tenant are liaising on this matter. Another tenant has cleared their Covid deferred payments but has arrears remaining on their account and as they have a poor payment history this account has been referred to C&CS for recovery.
8. The BEO will continue to pursue payment from the ten tenants who have arrears and will continue to monitor payments made under repayment plans. Our tenants are operating in a difficult financial situation, but overall, they are making regular payments to clear their arrears. Further details of the arrears are set out in Appendix 1, which is Non-Public.

Appendices

- Non-Public Appendix 1 – Commercial Arrears

Background Papers

- Barbican Residential Committee January 2024 – Barbican Commercial Arrears
- Barbican Residential Committee December 2022 – Barbican Commercial Arrears
- Barbican Residential Committee January 2022 - Barbican Commercial Arrears
- Barbican Residential Committee December 2019 - Barbican Commercial Arrears
- Barbican Residential Committee December 2018 - Barbican Commercial Arrears

Rebecca Bello

Community & Children's Services

T: 020 7029 3964

E: Rebecca.Bello@cityoflondon.gov.uk

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank